

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

The minutes of the December 10, 2018 meeting were reviewed. Motion made by Peters to approve minutes, seconded by Michael. Motion carried.

Lyon County Ambulance Director Amy Borman, and Deputy Auditor LeAnn Krull joined the meeting to talk to the Board regarding Borman's call time hours and having to make up any call time given away during the 6 am to 6 pm. Monday -Friday shift. Borman would like to move to hourly but per conversations with HR Attorney Katherine Beenkeen, Borman fits the FLSA duties test as a manager and moving to hourly would not be in the best interest of the county. After discussion, the Board agrees to move Amy's call time to 8:00 a.m. to 4:30 p.m. instead of 6:00 a.m. to 6:00 p.m. starting January 1, 2019. The salary and other issues will be further discussed during upcoming budget meetings.

Lyon County Economic Development Director Steve Simons informed the Board about the Governors Empower Rural Iowa Initiative. Simons and other NWIA economic developers met with legislators last month to discuss economic development policies to push forward. The five main topics are: tax increment financing, daycare, housing, support of the Empower Rural Iowa Initiative, and community colleges and workforce. Simons also talked about 2019 Career Exploration Day that will be held on Friday, January 25th.

County Attorney Shayne Mayer presented the amended Lyon County Employee Handbook which now includes additions for secondary roads. Mayer pointed out the sections of 3.1 and 3.2. Motion by Michael, second by Peters to approve handbook. Motion carried. Auditor Smit will distribute the handbook to all employees with the request that the signature page needs to be signed and turned into the Auditor's Office.

The decision of centralizing payroll to the Auditor's Office has been tabled until further information can be obtained.

Public Health Administrator Melissa Stillson presented an activity update and FY18 review of Public Health Services. Stillson talked about the Homemaker Program, Healthy Families, Immunization Program, and the School Nurse Program.

Engineer Laura Sievers states that the County was breaking up and disposing of old used concrete culverts when Rock Rapids city workers mentioned that the City of Rock Rapids would be interested in the culverts. Sievers mentioned that the attorneys are aware of the situation and Mayer recommends that the culverts are either returned to the county and destroyed, or if the county wishes to donate them a resolution should be drawn up for the donation. The Board will move forward with the determination once the attorneys come to a conclusion of how to best handle the culverts.

The Lester Bridge 30R project on K30 has been deemed by the State to be eligible for free winter work. Sievers stated that if the Board doesn't want the road closed over winter, the county is going to have to give the contractor a considerable increase in work days at the end of the contract. This could push the end date of the project into and past harvest season.

The Board decided it would be less inconvenient to have the road closed during this time of year and early spring than during harvest. Sievers estimated that the road would be closed within the next few weeks and will be working with the contractor to determine a better date. Sievers will make sure that the public is made aware of the closing date before the work starts.

Sievers commended the Board on hitting and surpassing bridge and overlay goals in the six years Sievers has been here and thanked the Board for their cooperation and hard decisions. Michael told Sievers that she is a brilliant mind and Lyon County is in a better state than they ever have been in regards to roadways.

Chairman Bosch introduced Resolution 2018-36, Resolution 2018-37 and Resolution 2018-38 for Board discussion.

Resolution 2018-36 Authorization to Transfer Funds - Casino TIF

Whereas, Iowa Code Section 403, authorizes counties to establish areas within their boundaries known as "urban renewal areas", and to exercise special powers within these areas. At their November 7, 2011 Board Meeting the Lyon County Board of Supervisors approved an Economic Development Urban Renewal Area. A special revenue fund was created; namely Casino TIF - Fund 33000.

The Secondary Road Fund has paid for the expenses for the \$465,000 TIF debt certified on November 27, 2017. With the first half of the real estate taxes paid; repayment of \$232,434.42 will be made to the Secondary Road Fund - Fund 20000 for said advances. The payment will be made from the special revenue fund created for the Casino TIF - Fund 33000.

Whereas, Iowa Code Section 331.432 provides for other transfers; said transfer must be authorized by a resolution from the board.

THEREFORE BE IT RESOLVED by the Lyon County Board of Supervisors to authorize a transfer as follows:

- Transfer \$232,434.42 from the Casino TIF fund to the Secondary Road Fund.

Passed and approved this 24th day of December 2018.

ATTEST:/s/Jen Smit
Lyon County Auditor

/s/Randy Bosch, Chairman
Lyon County Board of Supervisors

Resolution 2018-37 Authorization to Transfer Funds

Whereas, Iowa Code Section 331.432 provides for other transfers. Fund 15000 - Economic Development Fund will need a transfer of funds from Fund 01000 - General Basic Fund and Fund 11000 - Rural Service Fund for operating expenses in the development budget.

The transfers are not effective until authorized by resolution of the board.

THEREFORE BE IT RESOLVED by the Lyon County Board of Supervisors to authorize the following transfers:

- Transfer \$65,000 from the General Basic Fund to the Economic Development Fund.
- Transfer \$65,000 from the Rural Service Fund to the Economic Development Fund.

Passed and approved this 24th day of December, 2018.

ATTEST:/s/Jen Smit
Lyon County Auditor

/s/Randy Bosch, Chairman
Lyon County Board of Supervisors

**Resolution 2018-38 Authorization to Transfer Funds
To the Secondary Road Fund**

Whereas, Iowa Code Section 331.429(1) (a) and 331.429(1) (b) provides for transfers of funds from the General Basic Fund and the Rural Service Fund to the Secondary Road Fund.

General Basic will transfer \$152,415 in fiscal year 18/2019 to the Secondary Road Fund.

Rural Service will transfer \$2,050,501 in fiscal year 18/2019 to the Secondary Road Fund. This is the maximum allowed by code. The first half of this transfer is \$1,025,250.

The transfers are not effective until authorized by resolution of the board.

THEREFORE BE IT RESOLVED by the Lyon County Board of Supervisors to authorize the following transfers:

- Transfer \$152,415 from the General Basic Fund to the Secondary Road Fund.
- Transfer \$1,025,250 from the Rural Service Fund to the Secondary Road Fund.

Passed and approved this 24th day of December, 2018.

ATTEST:/s/Jen Smit
Lyon County Auditor

/s/Randy Bosch
Lyon County Board of Supervisors

Motion by Peters to approve and have Chairman sign Resolution 2018-36, Resolution 2018-37, and Resolution 2018-38, seconded by Michael. Motion carried.

Motion by Koedam, second by Michael to approve 1st reading of Ordinance 2018-04. District 1 support, District 2 support, District 3 Absent, District 4 support, and District 5 support. Motion carried.

Ordinance 2018-04

An Ordinance Adopting the "Code of Ordinances of Lyon County, Iowa, 2018"

SECTION 1. Pursuant to published notice and following public hearing on the 14th day of January, 2019, so required by Section 331.302(9), Code of Iowa, there is hereby adopted by Lyon County, Iowa, the "CODE OF ORDINANCES OF LYON COUNTY, IOWA, 2018."

SECTION 2. All of the provisions of the "CODE OF ORDINANCES OF LYON COUNTY, IOWA, 2018," shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the County or authorizing the issuance of any bonds of said County or any evidence of said County's indebtedness or any contract or obligation assumed by said County; nor shall said repeal affect the administrative ordinances or resolutions of the Board of Supervisors not in conflict or inconsistent with the provisions of the "THE CODE OF ORDINANCES OF LYON COUNTY, IOWA". Nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Board of Supervisors or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect any ordinance establishing building lines, establishing and changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. An official copy of the "CODE OF ORDINANCES OF LYON COUNTY, IOWA, 2018" adopted by this ordinance, including a certificate of the Lyon County Auditor as to its adoption and the effective date, is on file in the office of the Lyon County Auditor, and shall be kept available for public inspection.

SECTION 6. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the Board of Supervisors of Lyon County, Iowa, on the ____ day of January , 2019.

ATTEST:/s/Jen Smit
Lyon County Auditor

/s/Randy Bosch, Chairman
Lyon County Board of Supervisors

First Reading: December 24, 2018
Second Reading: January 14, 2019

Motion by Koedam, second by Peters to approve and set January 14 at 9:15 a.m. as a public hearing date for Ordinance 2018-04. Rollcall vote: District 1 support, District 2 support, District 3 Absent, District 4 support, and District 5 support. Motion carried.

Chairman Bosch opened a discussion on the FY20 Compensation Board recommendation. Supervisor Michael states that his job as a Supervisor is to maintain healthy fund balances. As Michael appreciates all the hard work

the county employees do, Michael also feels that Lyon County employees receive a fantastic health insurance benefit along with pay that is above average compared to state averages. Michael feels that it is imperative that a close eye be kept on the fund balances. Michael also stated that contrary to some belief, building a new secondary road shop had nothing to do with the salary freeze for FY18/19. Supervisor Bosch commented on how he normally compares Lyon County to other similar counties and still feels that Lyon County officials are paid above average in comparison to state averages. Bosch would support a 1.5% increase, but would also be open to an increase if it falls under the 3% mark. Supervisor Peters would support a 1.5% but no more than 2% and also feels that being mindful of the fund balance is critical. Supervisor Koedam also voiced support for 1.5% and commented on how it is important to remain vigilant on watching fund balances. Motion by Michael to reduce the recommendation of the Lyon County Compensation Board to 1.5% for Sheriff, Auditor, Recorder, and Treasurer (Attorney received a zero (0%) increase per request to compensation board) and a Zero (0%) increase for Supervisors, second by Peters. Motion carried.

Chairman Bosch opened the public hearing at 11:09 a.m. to take comment on the budget amendment. Present at hearing: Josh Feucht, Steve Herman, Jerry Birkey, Laura Sievers, and Kalani Steinmetz, New Century Press. No comments received or presented. Public hearing was closed at 11:12 a.m.

Resolution 2018-35 Budget Amendment & Appropriation FY 18/2019

Whereas, Iowa Code Section 331.435 provides for Budget Amendments. Lyon County's meeting for the Budget Amendment was held December 24, 2018 at 11:00 a.m. Notice was published in the Lyon County Reporter on December 12, 2018 and in the Doon Press on December 13, 2018. The required 10 nor more than 20 days for publication has been met.

Whereas, Iowa Code Section 331.434(6) provides for department appropriations which result in an increase or decrease. The following department appropriations will change due to the budget amendment:

<u>Changes</u>	<u>Department</u>
\$1,345,000	Dept #20 - Engineer
\$ 65,300	Dept #22 - Conservation
\$ 181,600	Dept #36 - Ambulance
\$ 14,880	Dept #55 - Board Control Casino
\$ 1,300	Dept #99 - NonDepartmental

\$1,608,080	Total department increases due to amendment

- THEREFORE BE IT RESOLVED** by the Lyon County Board of Supervisors:
1. The increase/decrease appropriation for Department 55 and 99 in Resolution 2018-22 dated July 23, 2018 is now reversed.
 2. The December 24, 2018 budget amendment is approved.
 3. Department appropriations are increased due to the budget amendment.

Passed and approved this 24th day of December, 2018.

ATTEST:/s/ Jen Smit
Lyon County Auditor

/s/Randy Bosch, Chairman
Lyon County Board of Supervisors

Motion by Koedam, second by Michael to approve and Chairman sign Resolution 2018-35. Motion carried.

Supervisor correspondence: Bosch - Seasons mtg; Koedam-Seasons, Compass Pointe, and NWIA Planning and Development meetings. The Board has been invited to a retirement party for Chief Deputy Jerry Birkey on 12-28-2018. Birkey will be retiring as a deputy as of 1-2-2019.

County Attorney Mayer, Karlee Nagel, legal secretary, and Julie Joachim, fine collection program, joined the meeting to present financial reports from the fine collection program. Mayer introduced Julie Joachim who started part time in the fine collection program in September. Joachim works in the Attorney's Office 3 days a week. Mayer points out that revenue has increased each year since implementing the program, and in 17/18 the program brought in over \$41,000 to the general fund. Mayer is hopeful that the program will continue to grow and would like to suggest making the part time position into fulltime. It was noted that the revenue generated is mainly from maintaining contact with current clients. It is believed that more revenue could be generated if there was someone fulltime and able to work backwards into the files as well. The Board encouraged Mayer to put together a plan and specifics for budget time regarding a full time position.

Employment changes:

Samantha Sammons has been certified to run as an EMT on the Lyon County Ambulance. Sammons first day was 12-7-2018 and will receive on call pay at \$4.00/hour and \$10.00/hr for active call.

Deputy Rob Ver Meer will be promoted to Chief Deputy as of 1-1-2019. VerMeer's salary has been requested to increase to 85% of the Sheriff's salary.

Alex Waagmeester has been hired as a new deputy. Waagmeester will start 1-1-2019 with a salary of 73% of the Sheriff's salary.

Brentt Korthals has been hired as a fulltime blade operator for Secondary Roads. Korthals's starting date was December 20th, 2018 at a starting pay of \$22.35/hour with a \$.25 raise every three months for the first year according to the union contract.

Handwritten claims dated 12-13-2018 in the amount of \$20,415.46 were reviewed and approved. Check sequence #137466-137467.

IBC Innovative Business Consul	12/4-12/9/18 Flex Claims	1719.08
Wellmark BlueCross BlueShield	12/1-12/7/18 Medical Claims	18696.38
Grand Total		20415.46

Health Insurance Fund	18,696.38
Flex Benefits Account	1,719.08

Payroll dated 12-14-2018 was reviewed and approved.

Payroll Warrant Register in the amount of \$75,680.80 is listed by fund.

General Basic Fund	8,852.08
Rural Service Basic Fund	19,579.94
Secondary Road Fund	47,248.78

Payroll Disbursement Register in the amount of \$33,130.31 is listed by Fund.

General Basic Fund	4,200.78
Rural Services Basic Fund	9,001.93
Secondary Road Fund	19,927.60

Conservation claims dated 12-14-2018 in the amount of \$2,936.85 were reviewed and approved. Check sequence #137523-137540.

Advanced Systems	Copier Contract	130.00
Alliance Communications	LPRA Phone, LD & Internet	77.00
Campbell Supply	Gloves, grind wheel	90.73
Kyle Ciesielski	Reimb:District III Mtg	20.00
Dave's Bulk Service	200 G #1 Off Road Diesel	518.00
Lyon & Sioux Rural Water	37,000 Gallons Water	181.15
Lyon Rural Electric Coop	LPRA Electric	877.84
Menards	Paint, lumber	93.41
Menards - Sioux Falls East	Straight link chain,hinges	53.79
Oak Street Station	Tire Repair	18.00
Premier Communications	Office Phone, LD & Intern	92.47
Rock Rapids Ace Hardware	Chain Saw Bar & Chains	120.71
Justin Smith	Reimb:District III Mtg	20.00
Todd's True Value	Tubing, Splice, Staples	35.24
Uline	Firewood Strapping	214.85
US Bank - Purchase Card Purcha	Postage,fuel,uniform	283.02
Craig A. VanOtterloo	Reimb:District III Mtg	20.00
Verizon Wireless	Cell Phone Bill	90.64
Grand Total		2936.85

General Basic Fund	2,936.85
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Veteran Affairs claims dated 12-17-2018 in the amount of \$843.63 were reviewed and approved. Check sequence #137541-137548.

Advanced Systems	Printer/Copier Contract	292.11
Alpha Media	Advertising	150.00
Jerry M. Baatz	Mileage (30) Dec Mtg	15.00
Douglas W. Hilbrands	Mileage (30) Dec Mtg	15.00
Little Rock Free Lance	Advertising	16.00
Lyon County News	Advertising	30.00
New Century Press	Advertising	247.00
Premier Communications	Office Phone - VA	78.52
Grand Total		843.63

General Basic Fund	843.63
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Handwritten claims dated 12-20-2018 in the amount of \$45,014.57 were reviewed and approved. Check sequence #137549-137550.

IBC Innovative Business Consul	12/12-12/16/18 Flex Claim	727.51
Wellmark BlueCross BlueShield	12/8-12/14/18 Medical Cla	44287.06
Grand Total		45014.57

Health Insurance Fund	44,287.06
Flex Benefits Account	727.51

Claims dated 12-24-2018 in the amount of \$363,423.21 were reviewed and approved. Check sequence #137551-137674.

A & B Business Solutions	Samsung Contract	148.53
AB Excavation Inc. Alan Brugge	Road crossings 6",8",10"	2783.00
Access Systems Leasing	Copier Lease Agreement	138.04
Henry M. Adkins & Son Inc. Ele	2019 Annual OVO/OVI Maint	8080.00
Advanced Systems, Inc.	12/19-3/18/19 Copier Main	150.95
Jean Albrecht	Witness Fee - St vs Hamil	25.70
Alliance Communications Attn:	Dec 911 Recurring	150.00
Alliant Energy	George/LR Shop lite	919.27
Arrow Manufacturing, Inc.	2017 Ram 4500 4x4 Ambulan	181600.00
AT & T	911 Recurring 712-233-001	43.69
Beyenhof's Mobile Home Estates	Rental Assistance	200.00
Amy Borman	12/18/18 Mileage Region	52.00
Boyer Trucks	water pump #11, labor	924.19
Buena Vista County EMA	Dist3 animal trailer equi	35.00
Butler Machinery Company	motor #70, ring #78	364.90
Campbell Supply	parts,grinding wheel,wrench	254.34
Canon Financial Services Inc.	Canon Contract	268.00
Care Initiative - Lyon Manor	November jail meals 593x\$	3558.00
City of George	utilities	53.75
City of Rock Rapids Municipal	water meter & supplies-RR	1115.42
CLIA Laboratory Program	Lab Charges 6/1/19-5/31/2	150.00
Cooperative Energy Company	Fuel,tires,repair,155G oil	29751.91
Corner Service Merlin VerSteeg	Service 607 Silverado,tires	721.51
Culligan Soft Water Serv.	Water (26) / Salt (29) Ja	413.00
Dakota Fluid Power Inc.	hardware	220.34
Tim Dammann	gloves	29.94
Dan's Electric Daniel L. Peder	ballast - repair light -I	89.78
Gerald DeBoer	Fill Well	426.16
DGR Engineering	2018 Misc Surveys, K30 overlay	4218.63
Doon Press	Brd Mins,Ordinance hrg	725.41
Dorsey & Whitney LLP	2018 UR Plan Amdmt	2732.50
DRG PLBG HVAC	HVAC service - Larchwood	317.00
Electronic Engineering	Remote Support,Jail camera issue	667.75
Frontier	Dec 911 Recurring	204.47
Frontier Bank	12/2/18 Snow removal Anne	67.50
George Office Products	Toner Cartridge,supplies	938.30
Graves Construction Co. Inc.	Bridge 17R,18R,19R Voucher #1	12190.00
Greatland	2018 1095 Reporting Progr	99.00
Kelli Hamilton	Witness Fee - St vs Hamil	5.45
Health Service of Lyon Co	11/26/18 Flu Shot (1)	27.00
Heartland Hardware LLC	shop supplies	14.47
Hillyard / Sioux Falls	50# Bags Ice Melt,supplies	1097.85
IBC Innovative Business Consul	Oct-Dec Flex Admin Fee (28)	332.00
IDALS - Pesticide Bureau	3yr Comm Pesticide Cert	15.00
Iowa Dept of Transportation	Check/Repair Beam Machine	625.54
Iowa Dept of Natural Resources	Well Permit BNSF Railway	125.00
ISSDA Iowa State Sheriff's/Dep	2019 ISSDA Membership (12	300.00
Jaymar Business Forms Inc	W-2, 1099's envelopes 201	194.12
JCL Solutions-Janitors Closet	Hand Purell Stands	8.00
John Deere Financial	Snowblower repairs	27.72
Keith's Korner	Nov Fuel - 101.961 G Gasa	255.00
Cole Knudson	meal expense - Engr Conf	12.43
Little Rock Free Lance	notice vacancy - Doon sho	28.00
Lyon County Engineer	Well Admin 7/1-10/31/18	135.00
Lyon County News	job vacancy notice - Doon	103.20
Lyon County Sheriff Dept.	Sheriff Fees	521.60

Lyon Rural Electric Coop	Utilities,12/14/18 UPS return	576.07
Matheson Tri-Gas Inc	12/13/18 Oxygen Canisters	37.20
Shayne Mayer	12/7/18 ICAA Mtg Mileage	268.00
MidAmerican Energy	Alvord,Doon,IWood shops	878.10
Mills & Miller, Inc.	131.11 tons salt	8653.26
Modern Gas Company	275.5 gal LP gas	357.87
Moon Creek Veterinary Clinic	K9 Medication - Anthos	230.30
Murphy Family Dentistry Dr. Jo	Tooth Extraction-Inmate G	207.96
Colette Nath	Mileage Dwelling,2018 allow	46.23
National Appraisal Guides NADA	2019 NADA Title/Reg Textb	215.00
New Century Press	11/26/18 Brd Min,FY19amend	326.05
Northern States Supply Inc.	hardware	6.83
Northwest Iowa Comm. College N	Lucas Devise Training CEU	35.00
Northwest Iowa Regional Housin	FY2019 Local Match	5216.00
Oak Street Station	Nov Fuel,wipers,6012 service	330.51
OakLeaf Property Management	Rental Assistance	200.00
PCC, Inc. Physician's Claim Co	Nov ambulance billing ser	1637.38
Kyle Peters	meal expense - Engr Conf	19.64
Porter Funeral Home	2 Body Removals	850.00
Premier Communications	Phone,cable,internet Sheriff	879.54
Rapid Auto Repair Michael D. K	Oil Change for EMA Vehicl	23.95
RDO Equipment Company	2018 Hitachi 50G Excavato	58392.40
Reserve Account/Pitney Bowes	Postage Meter - Elections	500.00
Rock Rapids Ace Hardware	Batteries,supplies	52.13
Rock Rapids Machine & Welding	SnowBlower Repair & Stand	160.68
Sanford Health	Autopsy-P.DeBoer DOD 10-1	1300.00
Sanford USD Medical Center	Inmate costs,RN transfers	262.25
Marilee Schleusner	Mileage ISAA	432.07
Siebring Electric & Lock Siebr	3 office keys	12.00
Sioux County Attorney's Office	1/5 of NW IA LE Training	404.84
Kelly Snieder	Rental Assistance	200.00
State Hygienic Laboratory	10/4/18 Water Test C.Krug	28.00
Stensland Gravel Co.	1090.19 ton sand	5742.40
Sunshine Foods	Nov Inmate Food/supplies	1134.02
The Shop	Service 6011 Ford Explore	65.00
Thrifty White Pharmacy	Medication - Inmate	28.77
Pamela R. Tille	Township Mileage	458.37
Town & Country	November Garbage Service	38.75
Trane	Dec Service Agreement - S	428.41
TransUnion Risk & Alternative	November Service	150.60
US Bank - Purchase Card Purcha	Sprayers,lodging,conf costs,	
	Postage,fuel,supplies	7969.05
US Bank Equipment Finance	Buyout Ricoh Copier contr	2138.27
US Foods	11/14/18 Food for Inmates	1003.80
USPCA Region 21	2019 Annual Membership Du	300.00
Verizon Business	acct 4512330	10.20
Verizon Wireless	cellphone service	584.47
Ziegler Inc.	seals,hose,gaskets,filters	1976.48
Grand Total		363423.21

General Basic Fund	38,971.67
General Basic Sub Fund	181,600.00
Rural Services Basic Fund	729.16
Economic Development Fund	5,400.11
Capital Project-Roadway Fund	12,190.00
Secondary Road Fund	122,184.43
Surcharge on E911	628.88

Emergency Management Services	285.25
Co. Assessor Agency Fund	1,074.71
Health Insurance Fund	349.00

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

ATTEST _____ APPROVED _____
County Auditor Chairman

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.