

LYON COUNTY AUDITORS OFFICE
January 23, 2018

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.

Craig Van Otterloo, Conservation Director and Conservation Board member Jeff Schram met with the supervisors to discuss FY19 budget numbers. Van Otterloo talked about the 5 year plan for improvements to Lake Pahoja with top items being updating 21 sites in Prairie View campground to 50 amp service, cleaning out the main wetland, and updating dump stations. Van Otterloo would like to look at water sites in Lakeview campground as well as a possibility to set aside 8 or so sites for reservation only. Van Otterloo talked about the last 1/3 of asphalt work for the park that is needed. A 2% cost of living adjustment was put in for raises. The increase was discussed as the Board feels that it was made quite clear last year that it expected that wages would be held to the FY18 amounts. The Board commended Van Otterloo with what has been done at the park and how it keeps growing and developing. The Board decided to send the budget back to the conservation board for more discussion on the 2% salary increases.

Shayne Mayer, County Attorney stopped in to give an update on her budget. There are no major increases for FY19. Mayer plans on hiring another intern for the attorney office who will be starting in February 2018. Mayer also explained the reason for budgeting \$10,000 in the county attorney incentive fund for FY19 is to have it available when needed. Auditor Smit explained that departments are asked to budget according to what they feel they will spend. The Board agreed to leave the \$10,000 as requested.

The public hearing set for Monday, January 22 to take public comment on the Law Annex parking lot project will need to be republished for a new date as it was not held yesterday due to weather. Motion by Behrens, second by Peters to set February 5, 2018 at 9:30 a.m. as the public hearing reschedule date. Motion carried. Auditor Smit will publish the notice again.

The minutes of the January 15, 2018 meeting were reviewed. Motion made by Koedam to approve minutes, seconded by Behrens. Motion carried.

Lyon County again needs to appoint a representative to the Loess Hills Development and Conservation Authority. In the past years, Conservation Director Craig Van Otterloo has accepted the appointment. Motion by Behrens, second by Peters to appoint Craig Van Otterloo to fill the 2018 appointment. Motion carried.

There was an error found in the utility valuations of the 1-1-2017 valuations approved on 1-2-2017. Motion by Peters, second by Behrens to approve 1-1-2017 corrected valuations. Motion carried.

County Engineer Laura Sievers needs approval on the bridge project L-(92Y)-73-60 bride letting. Sievers estimates a completion date of November 2018.

This will be a project done with the bond proceeds. Bids received were: Prahm Construction \$753,153.00; Christensen Bros. Inc \$790,329.95; Graves Construction Co. \$912,083.55; and Dixon Construction Co. \$920,259.90. Motion by Behrens, second by Koedam to approve low bidder of Prahm Construction at \$753,153.00 and to have Chairman sign contract when received by Sievers. Motion carried.

Sievers presented the FY19 budget presentation. Sievers discussed revenues and expenditures. New equipment planned would be a new motor grader in Lester, gravel truck with snow equipment in Lester, and a gravel pyps for Inwood and Little Rock (\$535,000). The new RR shop cost (2.3 million at last estimate) will span FY18 and FY19 with \$1 million budgeted for FY19 in buildings and real estate. Sievers also discussed the opportunities presented in Inwood for a shop that are being looked at. Dehumidification systems are also being looked at for the Larchwood, Lester and Doon shops. Sievers also talked about upcoming 2019 TIF projects and how the projects continue to help update culverts/small bridges that would otherwise be pushed off. Bond projects A34, Bridge 4R, Bridge 15R and Bridge 20R were also discussed. 92Y which was approved earlier will also be a bond project, as well as bridge 58R which is still in the planning stages of being included. Sievers will not have any farm to market projects as the fund needs to rebuild with the State and will instead focus on using dollars funded by the State for bridge projects. Sievers mentioned there are a few places that dollars should be moved around before turning in a final budget. Auditor Smit advised that final numbers need to be submitted by Thursday, February 1st.

Supervisor Peters left the meeting at 10:55 a.m.

The Board recessed to take part in the Assessor Conference Board meeting at 11:00 a.m. to review the FY18/19 Assessor budget. In attendance were: Dan Gerber, Dean Snyders, James Cuttell, Melissa Klein, Tim Mantel, Jason Chase, Pam Tille, and David Jans. Minutes of 2-13-17 were read and approved. Assessor Marilee Schleusner outlined the FY19 budget including a proposal to include a fulltime employee to help with increased work due to revaluations, new construction, and a parcel by parcel review. Discussion was held regarding keeping a fulltime employee busy. Schleusner commented that the office had 4 fulltime people from 2001 until 2014 when Fred Christians retired. There was also discussion on the importance of investing in staff for continuity of the office. Motion by Cuttell, and second by Mantel to approve budget as proposed. Motion carried. Motion by Chase, second by Gerber to set the public hearing date for February 12, 2018 at 11:00 a.m. to hold the budget hearing for said budget. Motion carried. The meeting was adjourned at 11:45 a.m.

The Board discussed levies for FY19. The mental health levy has been lowered due to the recommendation of levying \$10/capita from the Northwest Iowa Care Connections Mental Health Governance Board. The Board expects this to go up incrementally over the next 2 to 3 years with a possible levy of \$30/capita by FY21. The debt service levy was discussed. By increasing the levy to

cover the \$505,000 in principal it would raise total tax asking to an estimated \$6,733,231 (an increase of \$125,549 over FY18).

Correspondence: Koedam-Northwest Iowa Planning and Development and Regional Transit meetings.

Veteran Affairs claims dated 1-15-2018 in the amount of \$1,498.55 were reviewed and approved. Check sequence #132021-132028.

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|--------------------------------|-----------------------------|----------|
| Jerry M. Baatz | Mileage (30) Jan Mtg | 15.00 |
| Douglas W. Hilbrands | Mileage (30) Jan Mtg | 15.00 |
| Little Rock Free Lance | Advertising | 16.00 |
| Lyon County News | Advertising | 22.55 |
| NACVSO | Membership 2018 | 30.00 |
| New Century Press | Advertising | 22.55 |
| Premier Communications | Office phone | 72.00 |
| US Bank - Purchase Card Purcha | NACVSO registration,airfare | 1,247.99 |
| Grand Total | | 1,498.55 |

General Basic Fund 1,498.55

Handwritten claims dated 1-17-2018 in the amount of \$23,067.87 were reviewed and approved. Check sequence #132029-132030.

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|--------------------------------|---------------------------|----------|
| Innovative Benefit Consultants | 1/11/18-1/15/18 Flex Clai | 840.28 |
| Wellmark BlueCross BlueShield | 1-6-18 to 1-12-18 Claims | 22227.59 |
| Grand Total | | 23067.87 |

Health Insurance Fund 22,227.59
Flex Benefits Account 840.28

Claims dated 1-23-2018 in the amount of \$425,651.88 were reviewed and approved. Check sequence #132031-132070.

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|--------------------------------|-------------------------------|-----------|
| Advanced Systems, Inc. | 1/21/18-4/20/18 CopierCon | 171.83 |
| Alliant Energy | LR shop | 418.95 |
| Butler Machinery Company | seal #9, labor | 962.80 |
| Frontier Bank | Snow Removal Annex 12/30/ | 67.50 |
| George Office Products | 2000 Timebooks,toner,labels | 4108.97 |
| GlaxoSmithKline | 10 Doses of Boostrix-Priv | 329.03 |
| Innovative Benefit Consultants | 1/17/18-1/21/18 Flex Clai | 2444.90 |
| Iowa Department of Revenue - | Oct-Dec2017 State Excise | 329.00 |
| Iowa Dept of Transportation At | Agg Cert, PCC level 1 certs | 960.00 |
| Iowa Prison Industries | 25 reflect stripes/barricades | 702.80 |
| Ironhawk Industrial Dist LLC E | 70 Carbide Inserts, freight | 18013.96 |
| ISAC | 3/15-3/16 Mtg - Schleusne | 190.00 |
| Doug Krull | Fill Well | 500.00 |
| LeLoux Diversified Evan J. LeL | Unplug Stool @ Annex | 95.00 |
| Lyon County Engineer | STP-S-CO(112)--5E-60 #4 D | 201259.04 |
| Modern Gas Company | 353.9 gal LP gas | 512.80 |
| Northern States Supply Inc. | plowbolts, hardware | 230.46 |
| Prahm Construction Inc. | Bridge 20R #1,Bridge 70R | 127922.14 |
| Premier Network Solutions d/b/ | Rosewill Internal Card Re | 30.00 |
| RDO Equipment Company | v belt #54 | 115.57 |
| Sanford Health | Epinehrine,needles,drug tests | 110.97 |

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|--------------------------------|------------------------------|-----------|
| Sanford USD Medical Center | Aug Inmate Medical, visists | 4218.00 |
| Sanitation Products, Inc. | Pulsator #6 | 121.00 |
| Sioux County Auditor | FY2018 DHS Office | 3500.00 |
| Snow Removal & Sanding Arthur | Dec Snow Removal (10 Hrs) | 650.00 |
| Thrifty White Pharmacy | Inmate Medical H.S. | 4.59 |
| Treat America Food Services | 3 Meals at Academy 603 MC | 25.53 |
| U.S. Postal Service CMRS-TMS # | Stamps / Sheriff's Office | 500.00 |
| US Bank - Purchase Card Purcha | Ivoters maint,fuel,uniforms, | |
| | Lodging,meals,USPS | 5516.90 |
| Verizon Wireless | 1/10-2/9/18 Cell Phone At | 833.38 |
| Wall Street Printers | Printing HF Campaign/Diap | 75.00 |
| Wellmark BlueCross BlueShield | 1/13/18-1/19/18 Medical C | 49751.10 |
| Duane Zenk Crawford County Ass | 3/21-3/23 LandValue-Lot C | 175.00 |
| Ziegler Inc. | nozzle, regulator #67,labor | 805.66 |
| Grand Total | | 425651.88 |

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|-------------------------------|------------|
| General Basic Fund | 15,353.19 |
| Rural Services Basic Fund | 500.00 |
| Capital Projects Fund | 329,181.18 |
| Secondary Road Fund | 27,310.40 |
| Surcharge on E911 | 170.82 |
| Emergency Management Services | 403.46 |
| Co. Assessor Agency Fund | 536.83 |
| Health Insurance Fund | 49,751.10 |
| Flex Benefits Account | 2,444.90 |

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

ATTEST _____ APPROVED _____
County Auditor Chairman