

LYON COUNTY AUDITORS OFFICE  
March 22, 2022

ROCK RAPIDS, IOWA

Chairman Josh Feucht convened the adjourned session with Altena, Vanden Bosch, Birkey, and Herman present. Motion carried assumes unanimous vote unless otherwise stated.

The Board started with the Pledge of Allegiance.

ISAC years of service awards were presented to: Recorder Amie Griesse 11 years, Conservation Director Justin Smith 17 years, and Treasurer Michele Stewart 27 years. The Board thanked them for their service to Lyon County.

Minutes from the March 8, 2022 meeting were reviewed. Motion by Altena, second by Herman to approve and Chairman sign minutes. Motion carried.

Recorder Amie Griesse talked with the Board about the employee health fair that she has been planning with Sanford and IBC. They will be holding employee health screenings again and are looking to give an incentive to encourage participation. The tentative date is set for May 3 from 7 a.m. to 1:00 p.m. Public Health and Mental Health will have booths as well as other vendors will be at the fair. Motion by Herman, second by Birkey to approve a \$50 gift card incentive for employee participation in the health screenings. Motion carried. The cost for the gift cards will come from the health insurance fund.

Rebecca Bixler has requested a road closure request for a 5k run put on by Blind Butcher Brewery on June 11, 2022. The 5k will be a fundraiser for a cure for vision research. The request notes that EMS, Law Enforcement, Secondary Roads have all been notified of the date, time, and route. The race will be take place on gravel roads going around the section starting from from the brewery on Buchanan Avenue. Motion by Vanden Bosch, second by Altena to approve the request. Motion carried.

Chairman Feucht opened the public hearing for the 2023 fiscal year budget at 8:45 a.m. Present were: Elijah Helton NW IA Review, Mecenzie Settig New Century Press, Public Health Administrator Melissa Stillson, Sheriff Stewart Vander Stoep, Treasurer Michele Stewart. The public hearing was closed at 8:47 a.m. due to no public questions or comments.

Resolution 2022-15 setting elected official salaries for FY2023 was introduced. Salaries as of 7-1-2023 will be: Auditor \$69,203, Recorder and Treasurer \$68,219, Sheriff \$97,066, Attorney \$109,981, and Supervisors \$28,882 with an additional \$1,000 to chairman. Motion by, second by to approve and sign resolution 2022-15. Rollcall vote: District 2 Vanden Bosch Support, District 3 Altena Support, District 4 Birkey Support, District 5 Herman Support, District 1 Feucht Support. Motion carried. This is a summary of the resolution. The complete text can be obtained at the Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

Resolution 2022-16 approving the FY2023 budget was introduced. Levies for FY2023 will be set at 3.5000 for General Basic, .64218 General Supplemental, 3.04543 Rural Services. This makes a total countywide levy of 7.18761, which is lower than FY2022. Tax dollars levied will be \$7,015979 which is also less tax asking than FY2022. Motion by Birkey, second by Vanden Bosch to approve and sign resolution. Motion carried. This is a summary of the

resolution. The complete text can be obtained at the Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

The Board discussed the appointment of a weed commissioner for the East side of the county. There were two applicants for the position. John Smidstra has held the position since 2001. Motion by Vanden Bosch, second by Altena to reappoint John Smidstra to the 2 year position. Motion carried.

The Board discussed the possibility of charging Sioux Rivers Mental Health Region for office space. As mental health employees are now regional employees in all other aspects(except benefits) it was noted that we charge \$300/month rent to all other non-county agencies that have office space within county buildings. Motion by Herman, second by Vanden Bosch to charge Sioux Rivers Mental Health Region \$300.00/month for office space. Motion carried.

Lyon County Riverboat Foundation is holding a spring mini grant again. Resolution 2022-19 states support of the applications being presented by departments in Lyon County. The ambulance is applying for jump bags for employee's vehicles, and conservation is applying for kayaks. Motion by Vanden Bosch, second by Altena to approve and sign the resolution. Motion carried.

Resolution 2022-18 approving the Ameritas plan amendments was introduced. Smit noted that this the deferred compensation plan that the county uses and now requires approval each year. Motion by Herman, second by Birkey to approve and sign resolution. Motion carried. This is a summary of the resolution. The complete text can be obtained at the Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

The Cost Allocation Plan has been returned to the Board for FY21 from CAS. The estimated amount that will be reimbursed is \$12,925.00. The invoice for the audit of the allocation plan is \$4,125. Motion by Birkey, second by Altena to approve the plan and invoice. Motion carried.

Chairman Feucht opened the public hearing to take comment on a budget amendment for FY 2022 at 9:15 a.m. Present were: Elijah Helton NW IA Review, Mecenzie Settig, Public Health Administrator Melissa Stillson. As there were no public comments or concern presented, the hearing was closed at 9:22 a.m. Motion by Birkey, second by Altena to approve and sign Resolution 2022-17 approving the budget amendment. Motion carried. This is a summary of the resolution. The complete text can be obtained at the Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

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

The Board discussed the issue of new hires receiving more vacation than what the handbook states is allowed. The new hire in conservation and secondary roads have been given more than what the handbook states. Board would like a memo sent to all department heads regarding the handbook vacation policy for new hires.

County Engineer Daryl Albertson joined the meeting. The final estimate approval for (116) and (117) paving projects is needed. These projects were finalized in 2018 and have now been cleared for closure and retainage can be released. Motion by Birkey, second by Vanden Bosch to approve final estimate. Motion carried.

The Board discussed the new hire of an assistant engineer. Herman brought up the vacation issue of giving 2 weeks and it should only be one. Albertson will talk with the new hire.

Supervisor correspondence: Herman-YES Center; Birkey-Farm Bureau; Altena-Farm Bureau, NW IA Workforce Development Board; Vanden Bosch-RIDES.

Employment changes: Conservation has hired Jen Schemmel as a full-time office manager. Schemmel starts March 21, 2022 at a salary of \$49,000.

Mark Hand has been hired as an EMT. Hand started March 3, 2022 at \$5.50/hour for on call time and \$10.50/hour for active time. Hand will be running nights and weekends.

Deputy Nathan Rozeboom has resigned as a deputy sheriff. Rozeboom's last day of work was March 15, 2022. Sheriff Vander Stoep has approved Rozeboom to work parttime when the department is short staffed due to illness and vacations.

Nick Brewer has accepted the Assistant Engineer position. Brewer will be starting on or before May 1, 2022. Brewer's salary will be set at \$115,000 with two week vacation, a \$5,000 increase in base salary upon successful licensure as a professional engineer in the State of Iowa, and the county will also provide a moving allowance of \$10,000 to be paid with Brewer's first paycheck.

Payroll dated 3-15-2022 was reviewed and approved.

Payroll Warrant Register in the amount of \$76,530.95 is listed by fund.

General Basic Fund	10,710.26
Rural Service Basic Fund	20,710.98
Secondary Road Fund	45,109.71

Payroll Disbursement Register in the amount of \$29,912.65 is listed by Fund.

General Basic Fund	3,500.75
Rural Services Basic Fund	8,960.60
Secondary Road Fund	17,912.65

Conservation claims dated 3-11-2022 in the amount of \$6,721.56 were reviewed and approved. Check sequence #157090-157107.

General Basic Fund	21,140.49
County MHD Services Fund	554.98
Rural Services Basic Fund	263.46
Economic Development Fund	41.51
Secondary Road Fund	206,511.60
Surcharge on E911	1,702.78
Emergency Management Services	296.90
Co. Assessor Agency Fund	3,121.66
Health Insurance Fund	105,681.52
Flex Benefits Account	1,632.64

Conservation claims dated 3-11-2022 in the amount of \$6,721.56 were reviewed and approved. Check sequence #157090-157107.

General Basic Fund	6,721.56
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Handwritten claims dated 3-15-2022 in the amount of \$1,500.45 were reviewed and approved. Check sequence #157183.

Flex Benefits Account

1,500.45

Claims dated 3-22-2022 in the amount of \$74,524.45 were reviewed and approved. Check sequence #

Access Systems	Ricoh contract 3/10/22-6/	135.57
Access Systems Leasing	sharp copier	238.92
Ahlers & Cooney, P.C. Attn: Ac	HR Services Through 2/19/	122.50
Alliance Communications Attn:	March 911 Recurring Phone	150.00
Alliant Energy	acct 9912001000	373.97
Bound Tree Medical, LLC	Sani Cloth Wipes/supplies	849.15
Care Initiative - Lyon Manor	Meals for Inmates-Feb	2401.00
City of Alvord	utilities - Jan-Mar 2022	151.50
City of George	utilities	36.50
CJ Cooper & Associates, Inc.	drug testing	35.00
Cooperative Energy Company	Feb Fuel/service	896.06
Cost Advisory Services, Inc.	FY2021 Plan/FY2023 Recove	4125.00
Culligan Soft Water Serv.	Rent 3/1/2022-4/30/22	112.00
Cash-Wa Distributing	Food for Inmates	723.45
DeJong Law Firm, P.C.	Guardianship-JZ	625.00
Denekas Electric Inc.	Furnace Repair	91.75
Doon Press	Pblc Notice-Rock River Je	89.31
Harlan Driesen HBRD Rentals LL	Rental Assistance #39-091	200.00
Driveline Service, Inc.	PTO shaft #7	235.01
Frontier	911 Recurring Monthly Pho	129.95
George Office Products	Legal Pads,paper,supples	347.19
Gordon Flesch Company, Inc.	Monthly Xerox Contract	158.23
Government Forms & Supplies	License Plate Envelopes (	356.18
Amie Griesse	ISAC Spring Conf Mileage	260.00
H & H Repair	tank screen #78/filters	85.24
Hancock Concrete Products Co	20-8' pipeculvert-Folkens	8553.60
Heartland Hardware LLC	toilet paper - George	7.99
Alvin C. Huyser	steel toe safety shoe	159.74
I-State Truck Center	tensioner pulley/waterpump/core	402.98
Institute of Iowa Certified As	IAAO Registration-A Lewis	600.00
David Jackson	7.785 gal diesel-reimburs	35.02
JCL Solutions-Janitors Closet	Gloves	223.57
Jeremy Sprock	safety gloves/sweatshirt/	300.00
KELTEK	Service on 60-12 Durango	155.26
Larchwood Local	Fuel	478.17
Lewis Family Drug, LLC	Meds for Inmate LD	139.11
Ashley Lewis	IAAP Course Mileage (505.	252.65
Little Rock Free Lance	Renew Subscription	30.00
Lyon County Ambulance	Inmate Transfer to Hospit	413.00
Lyon County Sheriff Dept.	Sheriff Fees	538.80
Lyon Rural Electric Coop	electric-Lester/LRock shop	1150.03
Mail Services. LLC	April Renewals-Postage	398.33
Masimo	Pediatric Clip/Case	4658.00
Matheson Tri-Gas Inc	3/9/2022 Oxygen Cylinders	35.28
Debra M. McKeever, CSR,RPR McK	Depositions OWCR007132	25.50
MidAmerican Energy	acct 08790-10018 Inwood	1235.85
National Sheriffs' Association	Jail Officer's Training	105.00
Neapolitan Labs LLC	Website Updates-Online Re	3000.00
Northern States Supply Inc.	threaded rod, nuts-stock	104.61
Oak Street Station	Feb Fuel,tire, labor	858.89
P & K Pest Control Inc	Bi-Monthly Maint-Annex	45.00

Popkes Car Care, Inc.	Fuel trailer,94.8 gal propane	11843.40
Premier Communications	March Phone,internet,long dist	2562.42
Premier Network Solutions d/b/	IT Updates-ARP Funds	1752.60
Reserve Account/Pitney Bowes	Postage for Meter-Assesso	1000.00
Retriever LLC	12 disc blades-front mt d	1710.00
Rock Rapids Ace Hardware	Adhesive Remover,usb cable	20.16
Lisa R. Rockhill	ISAC meals/parking/mileage	137.34
Runnings Supply Inc.	New Battery,bolts,supplies	420.89
Marilee Schleusner	ISAC Conf Mileage (524)	262.00
Secretary of State Notary Divi	Public Notary-J Smit	30.00
Sign Solutions USA	2-7.75"x50yd barricade sh	893.10
Jennifer Smit	ISAC Conf Mileage,meal	285.10
Snow Removal & Sanding Arthur	2/22&25/22 Snow Removal	425.00
Stan Houston Equip Co Inc	3 50# bags concrete mix-D	135.00
Sturdevant's Auto Parts	UTV Battery,shop supplies	1405.68
The Shop Larchwood LLC	Service 60-4 Durango/battery	438.00
Thomson Reuters - West Payment	Feb Clear Proflex-Collect	476.33
Thrifty White Pharmacy	Meds for Inmates	170.14
Town & Country Disposal	garbage service-Little Ro	29.45
Town & Country Implement	front glass #71	351.08
Trane	Mar-May HVAC Maintenance	1248.00
US Bank - Purchase Card Purcha	Fuel,IAAOexpenses,postage	9766.10
Verizon	1/26-2/25/22 Cellphns	2142.80
Wall Street Printers	#10 Window Envelopes (250	185.00
Grand Total		74524.45

General Basic Fund	31,127.19
County MHD Services Fund	250.26
Economic Development Fund	53.68
Secondary Road Fund	32,747.24
American Rescue Plan	4,752.60
Surcharge on E911	1,918.71
Emergency Management Services	249.17
Co. Assessor Agency Fund	3,425.60

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

ATTEST

APPROVED

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County Auditor

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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.