

LYON COUNTY AUDITORS OFFICE  
December 12, 2023

ROCK RAPIDS, IOWA

Chairman Jerry Birkey convened the adjourned session with Vanden Bosch and Altena present. Motion carried assumes unanimous vote unless otherwise stated. Supervisors Scholten and Herman were in attendance via phone.

The Board started with the Pledge of Allegiance.

County Attorney Amy Oetken joined the Board to discuss another settlement available in the opioid litigation with McKinsey. Motion by Vanden Bosch, second by Altena to stay with the class action settlement to now include McKinsey. Motion carried.

Engineer Albertson was moved up the agenda for Albertson to leave to attend meetings in Des Moines this afternoon. Albertson gave information to Supervisors Scholten and Altena regarding creating a weed plan. Albertson will contact Scholten and Altena later to review the information.

Minutes from the November 28, 2023 meeting were reviewed. Motion by Altena, second Vanden Bosch to approve and Chairman sign minutes. Motion carried.

Supervisor Altena discussed the termination of the IT MOU with the Mental Health Region. As there were administrative contracts signed the Governance Board determined the MOU was no needed.

The Board discussed the interview committee for the Auditor appointment. Supervisors Birkey and Altena will sit on the committee. The Board also appointed Sara Sprock IT Director, Michele Stewart County Treasurer, and Jen Smit current County Auditor to sit on the interview committee. Smit will notify Sprock and Stewart of their appointment. Applications are due by noon on December 29<sup>th</sup>, 2023.

Motion by Vanden Bosch, second by Altena to approve claims. Motion carried.

Chairman Birkey opened the public hearing at 8:43 a.m. to take public comment on Ordinance 2023-03. Present: Falon Huisman Real Estate Administrative Assistant, Steve Simons Economic Development Director, and Elijah Helton NW IA Review. As there were no comments, hearing was closed at 8:45 a.m. The second reading of Ordinance 2023-03 was held. The third reading will be held on 12-18-2023.

Resolution 2023-45 authorizing repayment of noncurrent debt and transfer of funds relating to the flex spending account. The transfer will repay the \$5,000 transferred in January of 2023 to cover any flex spending claims made before the first deposits into the fund. Motion by Altena, second by Vanden Bosch to approve and sign resolution. Motion carried. This is a summary of Resolution 2023-45. The full text can be obtained at the Lyon County Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

Resolution 2023-46 authorizing transfer Road Use Tax Funds to the Motor grader debt service fund. The transfer will move \$437,000 into the debt service fund to keep the minimum balance at \$500,000 set by the Board. Motion by Vanden Bosch, second by Herman to approve and sign resolution. Motion carried. This is a summary of Resolution 2023-46. The full text can be obtained at the Lyon County Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

Resolution 2023-47 authorizing transfer \$1,000,000 from Road Use Tax Funds to the Secondary Road Fund. Motion by Herman, second by Scholten to approve and sign resolution. Motion carried. This is a summary of Resolution 2023-47. The full text can be obtained at the Lyon County Auditor's Office or online at [www.lyoncounty.iowa.gov](http://www.lyoncounty.iowa.gov) under Supervisors and Resolutions.

Lyon County Economic Development Director Steve Simons updated the Board that Smit and Simons have been to Lester, Larchwood, Inwood, and Alford City Council meetings to introduce Smit to the councils. Simons also noted he will be sitting on a round table discussion at the Accelerate Siouxland meeting in Rock Valley on Thursday.

Lyon County Historical Society joined the meeting to give an annual report and request funding for FY2025. They have replaced the roof on the depot, storm windows on the house in Rock Rapids and installed a new sign at the museum. The group requests \$7,000 for FY25. The group hopes to install some security lighting, updating gutters, and have a booklet made of all the historical places/buildings in the county. The Board thanked the group for the update and will discuss funding requests at budget time.

Stacia Timmer with Elderbridge Agency joined the meeting to give a report on last year's activities and request FY25 funding. County funding is used for the federal fund match required to receive federal funding. Most of the funding goes to meal sites and meal funding for homebound individuals. Timmer talked about the programs/services offered by the agency as well. County funding request is based on census numbers and this year they are requesting \$3.15/individual. Timmer noted that the return on service is roughly \$14/individual for that funding amount.

Supervisor correspondence: Birkey - District 3 Supervisor meeting and 3<sup>rd</sup> District Court; Altena - Sioux Rivers Mental Health, Landfill budget, District 3 Supervisor meeting; Vanden Bosch - MidSioux; Scholten- Board of Health.

Employment changes: Falon Huisman will receive an increase in wage to \$23.00/hour as of December 1, 2023 after completing her probationary period.

Conservation seasonal workers resignations:

Dorene Hortsman - Attendant/Gate - Seasonal/Resignation on 8-17-23  
Sydnee Kammrad - Attendant/Gate - Seasonal/Resignation on 9-3-23  
Jordyn Kramer - Attendant/Gate - Seasonal/Resignation on 9-3-23  
Ken J. Kramer - Mowing - Seasonal/Resignation on 10-5-23  
Jeremie Mullinix - Attendant/Gate - Seasonal/Resignation on 8-21-23  
Cornelius Scholten - Grounds - Seasonal/Resignation on 11-22-23  
LaVonda Scholten - Attendant/Gate - Seasonal/Resignation on 8-20-23  
Jana TerWee - Attendant/Gate - Seasonal/Resignation on 9-4-23  
Alyssa Van't Hul - Naturalist Intern - Seasonal/Resignation on 1-12-23  
Lydia Zylstra - Attendant/Gate - Seasonal/Resignation on 9-2-23  
Secondary Roads New Employees:

Andrew Bontje was hired as a secondary roads Maintenance II Truck Driver at \$28.44/hr. Bontje's first day is 11-28-2023.

Jeremy Ageson was hired as secondary roads Maintenance II Truck Driver at \$28.44/hr. Ageson's first day is 11-27-23.

Trevor Van't Hul was hired as secondary roads Motorgrader I at \$30.16/hr. Van't Hul's first day is 12/04/23.

Jesse Kramer was hired as secondary roads Assistant Engineer at a salary of \$85,000/year. Kramer will receive \$6000 increase/year for the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> anniversaries of start date. Kramer is also eligible for annual fiscal year raises approved by the Board of Supervisors. Kramer's first day is 12-18-23.

Handwritten claim dated 11-30-2023 in the amount of \$124,832.88 was reviewed and approved. Check sequence #167331.

Sanford Health Plan	Dec Insurance Premiums	124832.88
Grand Total		124832.88

Health Insurance Fund	124,832.88
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Payroll dated 11-30-2023 was reviewed and approved.

Payroll Warrant Register in the amount of \$ 274,443.12 is listed by fund.

General Basic Fund	163,731.19
MHDS Reimbursable Fund	4,268.14
Rural Service Basic Fund	24,243.03
Economic Development Fund	4,553.63
Secondary Road Fund	61,015.29
Emergency Management Service	3,243.29
Co. Assessor Agency Fund	13,388.15

Payroll Disbursement Register in the amount of \$329,328.24 is listed by Fund.

General Basic Fund	122,363.36
MHDS Reimbursable Fund	3,838.64
General Supplemental Fund	63,913.59
Rural Services Basic Fund	37,724.88
Economic Development Fund	3,768.63
Secondary Road Fund	80,866.94
Emergency Management Service	3,737.28
Co. Assessor Agency Fund	13,114.92

Payroll dated 12-01-2023 was reviewed and approved.

Payroll Warrant Register in the amount of \$519.77 is listed by fund.

General Basic Fund	519.77
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Payroll Disbursement Register in the amount of \$92.32 is listed by Fund.

General Basic Fund	92.32
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Handwritten claim dated 12/06/2023 in the amount of \$213.00 was reviewed and approved. Check sequence #157698.

IBC Innovative Business Consul	11/29-12/3/2023 Flex Plan	213.00
Grand Total		213.00
Flex Benefits Account		213.00

Claims dated 12/12/2023 in the amount of \$295,182.17 were reviewed and approved. Check sequence #167335-167448.

Access Systems Leasing	Copy Machine Agreement	817.00
Alliance Communications Attn:	Dec 911 Recurring Phone	150.00
Warren Arends	Drawer Repair-Control Rm	40.00
Arrow Manufacturing, Inc.	Replace Siren-A1	105.00
Auto Value Parts Stores	oil, air, fuel filters	327.98
Avera McKennan Hospital Attn C	Nurse Ride Alongs-October	206.65
Barco Municipal Products Inc	shipping-flexible delinea	217.19
Bierschbach Equipment & Supply	3-drain spades	160.80

Bound Tree Medical, LLC	Cot Sheets/Forceps	163.46
Budget Blinds	Blinds 3rd Fl/Supervisors	1742.20
Calhoun-Burns & Associate Inc.	prof svcs-FEMA 7/2021-11/	16500.00
Care Initiative - Lyon Manor	November Jail Meals (226)	1582.00
City of Alvord	water-Alvord shop/Oct-Nov	162.00
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	55.66
Cooperative Energy Company	Fuel,service,bulk diesel,tires	63477.15
Cooperative Farmers Elevator	Lumber, window caulk, scraper	38952.55
Corner Service Merlin VerSteege	Service 60-7 Silverado	145.93
Cash-Wa Distributing	Food for Inmates	60.00
D-P Tools Inc.	Milwaukee Tools	1243.00
Dan's Automotive Service, LLC	fuel filter #44	55.99
Denekas Electric Inc.	Lights/Labor-Annex	482.24
Denny's Sanitation Inc.	Nov Garbage/Recycling Ser	456.00
Connie Douglass	Nov 2023 Mileage (292)	146.00
Electronic Engineering	IT Support	67.50
GFC Leasing - WI	12/15/23-1/14/24 Copier L	206.52
Good Samaritan Society	Rental Assistance GA#48-0	200.00
Gordon Flesch Company, Inc.	8/11-11/15/23 Copier Cont	126.80
Lorie Groen	Nov 2023 Mileage (48)	24.00
H & S Homebuilding Center	2 boxes-1 1/2" screws	56.38
Mark Hand	Reimb Nov Clinical meals/miles	192.57
Heartland Hardware LLC	pliers, ratchet tie-down	122.91
Hiller Lumber	supplies/cement-Doon salt	768.85
Hillyard / Sioux Falls	Bag Micro Filter (2)	63.30
IBC Innovative Business Consul	Nov 2023 Employee Benefit	1774.98
ICEA	reg fee-Albertson-Eng Con	1050.00
Interstate Power Systems, Inc.	transmission repairs #4	1435.32
Iowa State Sheriffs & Deputies	2024 Membership Dues (11)	275.00
Jerry's Storage & Repair	paint hood #9	1845.00
Kruger Painting	Paint-Shower (2)	1881.00
LeLoux Diversified, LLC Evan J	2) 4" 45 elbows	50.76
Lyon & Sioux Rural Water	water - Lester shop	80.70
Lyon County News	job vacancy-Motorgrader	190.00
Lyon County Recorder	UTV Renewal 2024	18.50
Lyon County Sheriff Dept.	Sheriff Fees	838.88
Lyon County Treasurer	Lumber-Incorrect Budget L	5662.12
Michael Rozeboom	safety clothing	102.75
Microfilm Imaging Systems, Inc	Scanning-Land Books	1400.00
Mid-Sioux Opportunity Inc	FY24 Allocation	9000.00
Mitchell & Huss Excavation Inc	CMP 18" band	57.83
Mouw Motor Company	Timing Chain Repair 2019	2657.29
MSAB	XRY Renewal ID 702	4100.00
New Century Press	Brd Mins,notices,job post	1481.49
North American Truck & Trailer	repair plow headlight sys	1117.91
Northwest Iowa Review	subscription	55.00
Oak Street Station	Nov Fuel-27.93G Gasohol	406.13
Osceola Rural Water	water - Little Rock Shop	48.60
Papik Motors	Replace Headlight 60-12	47.44
PCC, Inc. Physician's Claim Co	Sept-Monthly Billing Serv	1935.66
Pitney Bowes Inc.	Postage Meter Ink	250.38
Plymouth County EMA	Reunification Training	85.00
Premier Communications	Phone, internet,Long Dist,cable	2616.80
Premier Network Solutions	Dec IT Consult/Cloud Backup	4969.50
Randy Hage	safety clothing	32.09
Rapid Auto Repair Michael D. K	Repair 2000 Dodge Dakota	880.68

Rent-All Inc	rental-boomlift-RR shop	270.00
Reserve Account/Pitney Bowes	Postage for Meter	500.00
Rock Rapids Ace Hardware	Supplies,chainsaw	921.94
Rock Rapids Machine & Welding	welding wire	162.86
Rock Rapids Municipal Housing	Rental Assistance GA	400.00
Runnings Supply Inc.	grinder-Little Rock	482.99
Safety-Kleen Systems Inc.	parts washer solvent	298.77
Sanford Health Business Accoun	Inmate Visit	25.00
Sanford USD Medical Center	Inmate Visits	50.00
Steve Simons	Nov 2023 Mileage,CE mtg meal	263.75
Smart Solutions Group	ED Director Search	1125.00
Solutions, Inc.	Image Work	437.50
Spencer Office/JCL Solutions	Office supplies,toner,paper	386.86
Billy Sprock	CDL training/testing	1495.00
Stanard & Associates, Inc.	Post Tests/Certificate	116.00
Stericycle, Inc.	Monthly Charge-Sharps Dis	67.00
Sudenga Industries	1st Half Grant 185-002	10881.14
Sunshine Foods	Inmate food,Distilled Water	785.50
The Shop Larchwood LLC	disposal-18 tires from di	108.00
Thomson Reuters - West Payment	Clear Proflex-Collections	503.28
Megan Timmer-Stubbe	Nov 2023 Mileage (113)	56.50
Two Way Solutions, Inc.	Program Radios (7)-Doon	1050.00
US Bank - Purchase Card Purcha	Secondary road supplies	2200.48
Vanguard Appraisals Inc.	Yearly Software Contract	13325.00
Verizon	10/19-11/18/2023 Cell Pho	1450.79
Vogel Traffic Services, Inc	pavement markings	79860.78
Wall Street Printers	Pens,envelopes	845.00
Warntjes Paint & Body Inc.	Stripes painting	1175.00
Ziegler Inc.	tighten bracket #150	480.59
Grand Total		295182.17

General Basic Fund	42,440.33
General Basic Sub Fund	5,662.12
Rural Services Basic Fund	1,340.26
Economic Development Fund	263.75
Secondary Road Fund	174,656.97
American Rescue Plan Fund	1400.00
Recorders Management Fund	437.50
Surcharge on E911	2818.76
County Tifs-Novartis & Sudenga	10,881.14
Development Project Fund	1,231.99
Casino TIF	38,759.49
Emergency Management Services	189.88
Co. Assessor Agency Fund	13,325.00
Health Insurance Fund	1,460.00
Flex Benefits Account	314.98

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

ATTEST

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County Auditor

APPROVED

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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.