

LYON COUNTY AUDITORS OFFICE
February 13, 2024

ROCK RAPIDS, IOWA

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

The Board started with the Pledge of Allegiance.

Minutes from the January 23rd, February 6th, 7th & 8th, 2024 meeting were reviewed. Motion by Vanden Bosch, second by Scholten to approve and Chairman sign minutes. Motion carried.

Chairman Birkey presented a liquor license renewal application and amendment for Meadow Acres Golf Course in Larchwood. Motion by Scholten, second by Vanden Bosch to approve and chairman sign renewal application and amendment. Motion carried.

Veteran Affairs Director Ned Hodgson joined the meeting. Motion by Herman, second by Scholten to appoint Albert Van Holland to fill Denny Altman's term, which ends 6-30-2026. Hodgson also presented to the board the flag cases he has available for veteran family members. These are available due to a grant from the Riverboat Foundation. The Board thanked Hodgson for coming.

Fair Board members Wes DeGroot and Jared Ageson joined the meeting to request funding for FY 25. DeGroot stated the Lyon County Fair received an award called the Blue-Ribbon Fair of the NW Iowa District. Motion by Altena, second by Vanden Bosch to approve \$25,000 for FY25 funding. The board thanked DeGroot and Ageson for presenting.

County Engineer Daryl Albertson joined the meeting to discuss the items the Board wanted changed on the floor plans for the new shop. Jordan Metzger with Stone Group made the following changes: All doors 6'8", removed side lights to entry door, removed pan ceilings, glue down 20 mil vinyl planks in all areas except vault room, IT room, mechanic room, garage, and unisex bathroom, which will be unstained concrete, window shades by owner, remove 2 windows from the conference room, remove window from the back of the lab, remove 1 window from the garage, and no windows in the overhead door. Albertson will contact Metzger regarding other items the board would still like to see changed from their previous list. There will be a pre-bid meeting on February 15th at 10am at the shop in Rock Rapids. Bids will be due to the Auditor's office by 2pm on March 7, 2024.

The Board asked to have the following dollars designated for FY2024 of the general basic fund: \$100,000 for Sec. Rds Shop; FY2024 of the general basic subfund: \$200,000 for ambulance rig, \$100,000 for Sec. Rds Shop. Dollars designated for FY2025 of the general basic fund: \$50,000 for new server, \$200,000 Sec. Rds Shop; FY2025 of the general basic subfund: \$250,000 for ambulance rig, \$200,000 Sec. Rds Shop. Motion by Vanden Bosch, second by Herman to designate the funds for FY24 and FY25. Motion carried.

County Attorney Amy Oetken joined the meeting to speak about Chapter 64 and the requirements of bonding for Elected Officials.

Ambulance Director Amy Borman joined the meeting to speak about the Off Set Program. Borman and County Attorney Oetken will present a resolution to the

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Board to sign to meet the requirements needed to participate in the Off Set Program.

The Board needs to set a public hearing date and time for a budget amendment for FY2024. Motion by Scholten, second by Altena to set February 27 at 8:45 a.m. as the public hearing date. Motion carried.

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

Employment changes: Connie Douglass in Public Health will receive an increase in wage to \$25.61/hour as of January 31, 2024.

Melissa Stillson in Public Health will receive an increase in wage to \$87,200/annually as of February 1, 2024.

Amy Caswell in Public Health will receive an increase in wage to \$20.57/hour as of January 31, 2024.

Brenda Van Hofwegen in Public Health will receive an increase in wage to \$30.56/hour as of January 31, 2024.

Crystal Top in Public Health will receive an increase in wage to \$28.25/hour as of January 31, 2024.

Devin Miller was hired as a Lyon County Deputy as of February 2, 2024 and he will start at 70% of the Sheriff's salary.

Steve Maurer in Secondary Roads resigned January 24, 2024 as a Maintenance II Utility Driver. His last day of work was 1/24/2024.

Tasha Bus was hired as an EMT as of January 15, 2024. Her active pay rate is \$16/hour and her on call pay rate is \$6/hour.

Supervisor correspondence: Vanden Bosch - Steve Simons Retirement; Herman-EMA, Steve Simons Retirement; Birkey-911, Steve Simons Retirement

Payroll dated 1-30-2024 was reviewed and approved.

Payroll Warrant Register in the amount of \$303,528.05 is listed by fund.

General Basic Fund	160,538.78
MHDS Reimbursable Fund	8,002.18
Rural Service Basic Fund	28,183.64
Economic Development Fund	8,615.85
Secondary Road Fund	81,531.13
Emergency Management Fund	3,242.58
County Assessor Agency Fund	13,414.89

Payroll Disbursement Register in the amount of \$375,766.40 is listed by Fund.

General Basic Fund	124,144.08
MHDS Reimbursable Fund	4,053.35
General Supplemental Fund	62,414.34
Rural Service Basic Fund	38,686.44
Economic Development Fund	8,744.65
Secondary Road Fund	112,849.60
Emergency Management Fund	3,868.23
County Assessor Agency Fund	13,505.71
Health Insurance Fund	7,500.00

Handwritten claims dated 1-30-2024 in the amount of \$138,391.18 were reviewed and approved. Check #168277-#168278

Sanford Health Plan	Feb Insurance Premiums	137,553.40
IBC Innovative Business Consult	1/22-1/28/2024 Flex Plan	837.40
Health Insurance Fund	137,553.40	
Flex Benefits Account	309.95	

Handwritten claim dated 2-06-2024 in the amount of \$737.10 were reviewed and approved. Check sequence #168279

IBC Innovative Business Consult	2/1-2/6/2024 Flex Plan	737.10
Flex Benefits Account	737.10	

Claims dated 2-13-2024 in the amount of \$242,300.15 were reviewed and approved. Check sequence #168280-#168442.

Access Systems Leasing	Printer/Copier Lease Contract	456.60
Henry M. Adkins & Son Inc.	1/16/2024 Ballots	1281.31
Bradley Ageson	safety clothing-hivis coa	84.95
Ahlers & Cooney, P.C.	Jan HR service - labor	106.00
Alliant Energy	acct 3128711000-GEORGE SH	741.74
Ameritas Life Insurance Corp A	Base/per part. Fee #24238	955.00
Auto Value Parts Stores	Headlight, filters, shop supp	2048.31
Automatic Building Controls	annual fire alarm check	240.00
B&F Fastener Supply Co.	nuts/screws	117.31
Bomgaars	floor dry	213.95
Bosler Repair & Fabrication	hose #6	267.18
Bound Tree Medical, LLC	Various medical supplies	243.29
Brule County, SD	2 Prisoner board days	144.00
Butler Machinery Company	air filters & battery	2243.02
C&B Operations, LLC	driveshaft, lines, hoses	1712.27
Calhoun-Burns & Associate Inc.	submittal/coord/analysis	12594.00
Care Initiative - Lyon Manor	January Jail Meals (293)	2344.00
Chase Companies	Career Expo day - photos	75.00
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	81.86
City of Rock Rapids Municipal	Dec Utilities	10016.09
Cooperative Energy Company	Jan fuel	63853.82
Cooperative Farmers Elevator	caulk	10.98
Corner Service Merlin VerSteeg	Service-2019 Ford F150	66.88
Culligan Soft Water Serv.	Soft Water Service - Jail	1022.25
Cash-Wa Distributing	Food for inmates	1092.07
D-P Tools Inc.	socket - RR shop	83.90
Dakota Data Shred DDS	1/23/2024 - 490lbs Shred	154.79
Dakota Fluid Power Inc.	hydraulic fittings #21	41.16
Denekas Electric Inc.	Repl. lights around build	971.38
Denny's Sanitation Inc.	January garbage & recycling	368.50
DJ's Service	22.24 gal gasohol	86.46
Doon Press	Ad - Retirement Rec-Simon	28.00
Connie Douglass	Mileage for January 2024	26.00
DRG Mechanical, Inc	toilet/installation	671.00
Fabers Farm Equipment, Inc.	hydraulic hose #5	35.74
GFC Leasing - WI	Copier lease payment	206.52
GlaxoSmithKline	10 doses Engerix-B	456.21
Lorie Groen	Mileage for January 2024	15.50
H & H Repair	light #21	11.55
Mark Hand	Reimb. meals 01/20 & 1/21	26.51

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Caleb Hansel	Reimb. lunch Emer Ren. tr	8.00
Hills Telephone Company Attn:	February 911 recurring	150.00
Hope Haven	10-48" lath	545.00
Robyn Huygens	1/1/-12/31/23 Mileage	56.81
Hydraulic World Inc.	hydraulic coupler	196.74
I-State Truck Center	inj valve, gasket #7	1357.55
IBC Innovative Business Consult	2/5-2/11/2024 Flex plan	2079.33
IA Dept. of Public Safety	July-Sept2023 Term Bil-li	1890.00
Iowa Prison Industries	911 Sign materials	1671.75
ISAC	2024 Spring Conf. Amy S	210.00
Jack's Uniforms & Equipment	Uniforms - Deputy Miller	742.29
JCL Solutions-Janitors Closet	Gloves	383.64
Julie Joachim	Reimb for table for def.	117.50
Johnson Controls Fire Protect	Replace globe valve	2428.36
K & T Farms, Inc	Snow removal - Sheriff/Annex	2385.00
KELTEK	Computer service call	80.00
Lancaster County Sheriff	Sheriff fees	35.00
Leuthold Plumbing/Heating Inc	Wiekamp/VerSteeg 6" drill	2496.00
Lewis Family Drug, LLC	Nebulizer medication	28.00
Ashley Lewis	1/19/24 Dist. Mtg. Mileag	934.88
Lyon & Sioux Rural Water	water - Lester shop	123.00
Lyon County News	Deputy ads 3 weeks	270.75
Lyon County Sheriff Dept.	Sheriff Fees	539.86
Lyon County Treasurer	Feb monthly advisory fees	335.19
Mail Services. LLC	Feb Renewals-Postage	475.03
Manitou Carpets	New flooring in meeting rm	5574.14
MidAmerican Energy	acct 11930-66002 Doon	658.31
Midwest Alarm Company, Inc.	Semi-annual fire inspection	584.10
Midwest Livestock Serv. LTD	towels/dispenser-Larchwood	293.21
Mouw Motor Company	bed liner #34	162.00
Colette Nath	Dec & Jan mileage - 345	276.29
Neapolitan Labs LLC	3/1/24-2/28/25 Website maint.	1500.00
New Century Press	Board Minutes, Public Hrg	1265.59
Northside Glass	tinted safety glass #158	465.00
NW IA YES Center	Juvenile Detainment (15)	2625.00
Osceola Rural Water	water - Little Rock Shop	191.61
P & K Pest Control Inc	Monthly Maint-Annex	45.00
Papik Motors	Flush heater core - 60-7	808.84
PCC, Inc. Physician's Claim Co	Billing services October	3014.19
Penguin Management Inc	3/1/24-2/28/25 E dispatch	5280.00
Pitney Bowes Global Financial	12/13/23-3/12/24 Meter Lease	462.33
Popkes, Inc.	250.4 gal propane - Larchwood	425.43
Premier Communications	Cable, LD & Internet	2796.97
Premier Network Solutions	Feb IT Consulting	4969.50
Rapid Auto Repair Michael D. K	Repairs - 2000 Dodge Dakota	144.15
Reserve Account/Pitney Bowes	Postage for meter - MV/Aud.	2900.00
Richarz Repair LLC.	repairs/PTO-rocker switch	778.85
Rock Rapids Ace Hardware	Batteries,Paint Supplies, Hose	635.47
Rock Rapids Machine & Welding	OD bushing	358.66
Rock Rapids Public Library	Rental - Career expo 1/26	80.00
Roger Lamfers	Reimb. to close well-prop	500.00
Runnings Supply Inc.	elbow #14	713.49
Sanford Health Business Account	Inmate care	198.40
Sanford Health Occupational	Pre-employ,job func, drug	302.50
Schaeffer Mfg Co.	SAE 80W-90 gear lube	1241.40
Schumacher Elevator Company	Elevator Project	26007.25
SEAT Treasurer	1/29/2024 Seat I training	25.00

Steve Simons	Jan 2024 Mileage (312)	170.93
Sparkle CarWash Equipment &	5 Gall. liquid presoak	95.00
Spencer Office/JCL Solutions	Glass chair mat, desk, off sup	1396.70
Jeremy Sprock	1/1-12/31/23 Mileage (326)	34.49
Stanard & Associates, Inc.	Test books for new deputy	174.50
State Hygienic Laboratory	Water Test	57.50
Stericycle, Inc.	Monthly charge-sharps dis	67.00
Stryker Sales Corporation	3 - BP cuffs	93.60
Sunshine Foods	Food for Inmates	2535.65
The Masters Touch, LLC	Postage for 1/1/2024 roll	10095.44
The Shop Larchwood LLC	wipers #10	50.00
Thomson Reuters - West Payment	Clear Proflex - Collection	503.28
Todd's True Value	shop towels, bulbs	125.70
Town & Country Disposal	garbage service-Little Ro	37.64
Town & Country Implement	39 gal DEF - Little Rock	2021.84
Trackside Service & Repair	winch & tow #11-ditch to	750.00
Trane	Replace heat pump	4832.00
Transource Truck & Equipment	fan #20	700.92
Tri-State Emergency Management	2024 Membership Dues	20.00
Tri-State Garage Door, Inc.	garage door windows	250.00
Two Way Solutions, Inc.	Batteries for port. radio	459.47
United States Police Canine	Registration - dog trials	100.00
UpKeep Technologies	annual subscription	2880.00
US Bank - Purchase Card Purcha	Microsoft, Off.Sup, Postage,	11681.14
	Legal Desc. Class, Passports	
Vander Haag's Inc.	rear differential #9	5298.86
Verizon	Cell phone & air cards	3722.42
Wall Street Printers	Business cards for Jen Sm	32.50
Wheelco Brake & Supply	coolant resrvr, trlr jack	272.55
Ziegler Inc.	filters - motorgraders	2068.19
Grand Total		242,300.15

General Basic Fund	107,013.65
Rural Services Basic Fund	1,058.13
Economic Development Fund	1,629.58
Secondary Road Fund	112,188.40
Surcharge on E911	9,173.29
County Attorney Incentive Fund	135.00
Development Project Fund	1,953.92
Emergency Management Services	560.25
Co. Assessor Agency Fund	6,508.60
Flex Benefits Account	2,079.33

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