

LYON COUNTY AUDITORS OFFICE
July 9, 2024

ROCK RAPIDS, IOWA

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

The Board started with the Pledge of Allegiance.

Minutes from the June 25, 2024 meeting was reviewed. Motion by Herman, second by Scholten to approve and Chairman sign minutes. Motion carried.

Chairman Birkey spoke on behalf of the County Attorney interview committee and their recommendation was made. Motion by Vanden Bosch, second by Herman to appoint the County Attorney candidate that was recommended by the committee pending acceptance. Motion carried. Birkey will call the candidate and make an offer.

County Attorney Amy Oetken was present to discuss the 28E Agreements with Osceola County Attorney's Office for interim coverage of juvenile court docket, mental health, and possibly some civil as well as assistance with criminal docket as necessary during vacancy of Lyon County Attorney and with Sioux County Attorney's Office for interim coverage of the criminal docket during vacancy of Lyon County Attorney. Motion by Vanden Bosch, second by Scholten to approve and Chairman sign 28E Agreement with Osceola county during the vacancy of the Lyon County Attorney. Motion carried. Motion by Scholten, second by Herman to approve and Chairman sign 28E Agreement with Sioux county during the vacancy of the Lyon County Attorney. Motion carried.

The Board reviewed and approved the assessment rates to be used for the FY25 taxes. Motion by Herman, second by Scholten to approve and sign assessment rates. Motion carried. Rates are available in the Auditor Office.

Auditor Sprock presented the Board with the FY2025 Homestead Exemptions and Credits applications. All applications were recommended by the Assessor's office to be allowed except for one, which did not have the correct paperwork filed with the county. Motion by Vanden Bosch, second by Scholten to approve all applications except the application in which they didn't file the required documents in Lyon County. Motion carried. Auditor Sprock will mail the applicant a denial letter.

FY2025 county contribution agreement with CAASA was reviewed. Motion by Scholten, second by Herman to approve and sign agreement. Motion carried.

July 1 appointments are as follows: Commission of Veteran Affairs Jerry Baatz term 7-1-24 to 6-30-27; Civil Service Commission for Deputy Sheriffs - Katie Morgan term 7-1-2024 to 6-30-2030. Motion by Herman, second by Altena to approve appointments. Motion carried.

Auditor Sprock mentioned to the Board that the Fair Board would be holding a band on 2nd Avenue since they cannot have it down in the fairgrounds during the fair and will be near the courthouse square. They wanted to make sure the Board did not have any issue with the location.

County Treasurer Michele Stewart joined the meeting to discuss a court ordered mobile home tax abatement. Stewart stated that due to the court documents, the county would need to abate the taxes on the mobile home in the

7-9-2024

amount of \$235. Motion by Herman, second by Scholten to abate the mobile home taxes. Motion carried.

Stewart also presented the Semi-Annual report covering Jan 1, 2024 to 6-30-2024. Stewart discussed the different funds, investments, balances and answered any questions the Board had. Stewart also mentioned the increase in revenue now that they can charge a fee for out of county DL renewals. The Board thanked Stewart for coming.

The Board discussed the future of the annex building and the needs of the departments that were displaced due to the flooding. Public Health Administrator Melissa Stillson stated her current location in the Ambulance garage is working but it will be difficult to stay there long term due to needing privacy when running her vaccine clinics. When discussing other locations for Public Health to do vaccine clinics Stillson mentioned she would need a climate-controlled area for her vaccine refrigerators. Supervisor Herman stated that Avera may have a spot for Stillson to use for her vaccine clinics. The Engineer's department will be using the location across the street from the courthouse until they are able to move into their new shop. Engineer Daryl Albertson stated they could be flexible in their space as well to accommodate public health. Currently the Economic Development Director Jen Smit has been working from the location across from the courthouse as well. Chairman Birkey asked to get a roll call vote for either fixing or not fixing the annex building. Rollcall vote: District 1 Vanden Bosch fix annex, District 2 Scholten Fix annex, District 3 Altena Not fix annex, District 4 Birkey Not fix annex, and District 5 Herman Not fix annex. Motion carried.

The board decided that the rest of the Public Health's items will be stored in the Ambulance garage where the Emergency Trailer is currently being stored. A moving company will be hired to move the rest of the items out of the annex. When the annex is empty, the dehumidifiers and other equipment from ServPro may be removed. Currently it is costing roughly \$1000 per day for that equipment.

ServPro submitted an estimate to freeze dry the documents that were damaged from the flood. Motion by Vanden Bosch, second by Herman to approve the estimate and send off the documents to be restored. Motion carried.

Resolution 2024-22 was introduced to accept the bid with Henningsen Construction. Motion by Herman, second by Scholten to approve and sign Resolution 2024-22 which accepts the bid from Henningsen. Motion carried. This is a summary of Resolution 2022-46. The full text can be obtained at the Auditor Office or online at www.lyoncounty.iowa.gov under Supervisors then Resolutions.

County Engineer Albertson and Melinda Moser were present to give an update on roads and bridges since the flood. Albertson stated they did purchase a side dump. The road crew is currently working mandatory 5 days at 10 hours each. Currently hauling gravel from the Ellsworth pit. They are using private haulers to do this. They are working on getting the bridge south of Doon open in to provide another access point in and out of Doon. Albertson will also be in contact with the Sioux County engineer to possibly coordinate on projects if needed.

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

Supervisor correspondence: Vanden Bosch-MidSioux, RIDES; Birkey - FEMA, Luann Serck retirement party; Altena - Sioux Rivers MH, Landfill. Altena stated that the landfill has taken in 4 times its normal amount since the flood.

Employment changes: Falon Huisman has been moved to Payroll/Elections Deputy as of July 1, 2024. Huisman's salary will be 73% of the Auditor Salary.

Cody Harms was hired as a fulltime Jailer as of 5-28-2024. Harms rate of pay will be \$21.57/hour.

County Attorney Amy Oetken requested the board go into Closed Session per Iowa Code Chapter 21.5 (1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Motion by Herman, second by Scholten to move into closed session. Rollcall vote: District 1 Vanden Bosch Support, District 2 Scholten Support, District 3 Altena Support, District 4 Birkey Support, and District 5 Herman Support. Motion carried. Closed session started at 11:00 a.m.

Motion by Herman, second by Scholten to move out of closed session. Rollcall vote: District 1 Vanden Bosch Support, District 2 Scholten Support, District 3 Altena Support, District 4 Birkey Support, and District 5 Herman Support. Motion carried. Closed session ended at 11:47 a.m.

Payroll dated 6-28-2024 was reviewed and approved.

Payroll Warrant Register in the amount of \$288,701.08 is listed by fund.

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| General Basic Fund | 183,193.77 |
| Rural Service Basic Fund | 23,372.53 |
| Economic Development Fund | 3,961.73 |
| Secondary Road Fund | 63,447.57 |
| Emergency Management Service | 3,229.58 |
| Co. Assessor Agency Fund | 11,495.90 |

Payroll Disbursement Register in the amount of \$344,000.31 is listed by Fund.

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| General Basic Fund | 132,084.64 |
| General Supplemental Fund | 59,955.05 |
| Rural Service Basic Fund | 35,648.73 |
| Economic Development Fund | 5,575.66 |
| Secondary Road Fund | 95,323.41 |
| Emergency Management Service | 3,881.23 |
| Co. Assessor Agency Fund | 11,531.59 |

Handwritten claim dated 6-28-2024 in the amount of \$135,900.28 were reviewed and approved. Check sequence #170791-#170793.

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| ISAC Group Unemployment Fund I | 2Q Unemployment Insurance | 4234.23 |
| Sanford Health Plan | July Insurance Premiums | 131,666.05 |
| Grand Total | | 135,900.28 |
| General Basic Fund | | 1,915.26 |
| Rural Services Basic Fund | | 517.38 |
| Economic Development Fund | | 56.48 |
| Secondary Road Fund | | 1,540.41 |
| Emergency Management Services | | 43.10 |
| Co. Assessor Agency Fund | | 161.60 |
| Health Insurance Fund | | 131,666.05 |

Handwritten claim dated 7-2-2024 in the amount of \$1,217.80 was reviewed and approved. Check sequence #170794.

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| IBC | 6/26-6/30/2024 Flex Plan | 635.72 |
| Grand Total | | 635.72 |
| Flex Benefits Account | | 635.72 |

Claims dated 7-9-2024 in the amount of \$403,840.39 were reviewed and approved. Check sequence #170794-170889.

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| Access Systems Leasing | Printer/Copier Lease | 1838.87 |
| Alliant Energy | acct 3128711000 | 167.09 |
| Auto Value Parts Stores | Misc cleaners for rigs | 344.90 |
| Avera McKennan Hospital | Nurse Ride Alongs (3) | 193.78 |
| Bound Tree Medical, LLC | Misc. medical supplies | 1399.76 |
| Bunkers Feed & Supply Inc. | 1200 gal dust control | 1238.00 |
| C&B Operations, LLC | wiper motor #81 | 282.26 |
| Calhoun-Burns & Associate Inc. | 2024 bridge rating/inspection | 2979.75 |
| Care Initiative - Lyon Manor | Food for Inmates (273) | 2184.00 |
| Child's Voice Route #6361 | Expert Witness | 350.00 |
| City of Doon | water - Doon shop | 33.00 |
| City of Larchwood | utilities | 60.59 |
| City of Rock Rapids Municipal | June Utilities | 5577.82 |
| Continental Research Corp | Custodial supplies | 288.10 |
| Cooperative Energy Company | Mower fuel - 10.754 gall | 47619.34 |
| Corner Service Merlin VerSteeg | Service (2) | 130.00 |
| Crossroads Trailer | batteries-shop stock | 324.24 |
| Culligan Soft Water Serv. | Salt & water delivery | 90.00 |
| Denco Highway Construction Inc | Crackfilling w/CRS-2 | 174787.77 |
| Denny's Sanitation Inc. | 3 Month Service/Rent | 637.00 |
| DGR Engineering | prelim design-L14 improve | 9580.18 |
| Dorsey & Whitney LLP | 2023-24 UR Plan Amdt/TIF | 3634.00 |
| Connie Douglass | June 2024 Mileage (32) | 16.00 |
| Electronic Engineering | Support-Genetec system | 145.00 |
| Fabers Farm Equipment, Inc. | casle nuts/wear plate #96 | 154.16 |
| John Fluit Jr | 6 Month Zoning Mileage | 105.00 |
| GFC Leasing - WI | 2/15-3/14/23 Copier Lease | 206.52 |
| Gordon Flesch Company, Inc. | 6/12-9/11/24 Lease-Recorder | 209.15 |
| Lorie Groen | June 2024 Mileage (16) | 8.00 |
| LeRoy Hassebroek | 6 Month Zoning Mileage | 75.00 |
| Herm's Sanitation | garbage svc-INW/Apr-Jun | 81.00 |
| Hydraulic World Inc. | seal kit #7 | 874.60 |
| IBC | June Employee Benefit | 2188.07 |
| IMWCA | FY2025 WC Insurance | 62406.00 |
| Inovalon Provider, Inc | JuneAccess to All Payer | 175.36 |
| Iowa Communities Assur Pool | FY2025 Insurance Renewal | 6507.00 |
| ISAC | Dues & Meal | 6310.00 |
| Bradley Leuthold | 6 Month Zoning Mileage | 15.00 |
| Lewis Family Drug, LLC | Adult epi pens (2 boxes) | 580.00 |
| Lyon & Sioux Rural Water | water - Lester shop | 76.00 |
| Lyon County Sheriff Dept. | Sheriff Fees | 131.90 |
| M & D Electric Duane Post | Engineer's office relocation | 827.80 |
| Mac's Hardware Capital One | sign bolts, nuts, washers | 118.82 |
| Mail Services. LLC | July Renewals | 600.24 |
| Mainstay Systems of Iowa LLC | NCIC Monthly Maintenance | 237.00 |
| Mid Country Machinery Inc. | o-ring | 25.55 |

7-9-2024

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| MidAmerican Energy | acct 11930-66002 Doon | 66.46 |
| Modern Marketing | Jr. deputy stickers | 780.00 |
| Movin' On Out, Inc. | Move Eng. Off & Econ Dev | 4666.50 |
| New Century Press | Public Notice-Vacancy Atty | 1085.75 |
| North Central International | sensor #2 | 177.09 |
| Oak Street Station | June fuel 35.682 gall gas | 588.55 |
| Amy Oetken | Mileage - Depositions | 25.50 |
| Osceola Rural Water | water - Little Rock Shop | 48.61 |
| PCC, Inc. Physician's Claim Co | March-Monthly Billing Ser | 1793.09 |
| Premier Communications | Phone Bill-Ambulance | 2503.49 |
| Premier Network Solutions | July IT Consulting | 4819.25 |
| Reserve Account/Pitney Bowes | Postage | 100.00 |
| Riverside Trailers | #134 Doolittle utility tr | 8400.00 |
| Rock Rapids Ace Hardware | Key strap & wrist coil | 740.48 |
| Runnings Supply Inc. | trailer jack | 673.74 |
| Sanitation Products, Inc. | shaft, seal kit #7 | 1252.20 |
| Schneider Geospatial, LLC | FY25 service/support | 27066.00 |
| Solutions, Inc. | Acct/Payroll programs | 3000.00 |
| Spencer Office/JCL Solutions | Tape | 18.01 |
| Jeremy Sprock | Deferred comp. refund | 50.00 |
| Sara Sprock | Mileage for ITAG conf-DM | 293.50 |
| Stericycle, Inc. | Mthly Charge-Sharps Disp | 71.69 |
| Melissa Stillson | June 2024 Mileage (115) | 57.50 |
| Sunshine Foods | Food for inmates | 869.04 |
| Todd's True Value | garage door opener | 43.99 |
| Crystal Top | June 2024- Mileage (81) | 40.50 |
| Town & Country Implement | idler assy #71 | 885.34 |
| Tri-State Garage Door, Inc. | garage door repairs-Inwood | 339.50 |
| Kay Twedt | 6 Month Zoning Mileage | 105.00 |
| Two Way Solutions, Inc. | 3 radios for Alvord fire | 2565.99 |
| Uline Attn: Accounts Receivable | Moving boxes | 880.11 |
| Brenda VanHofwegen | June 2024 Mileage (175) | 87.50 |
| Verathon, Inc | Glidescope blades | 1516.90 |
| Verizon | Deputy cell phones & air cards | 1280.88 |
| Wall Street Printers | Envelopes | 509.00 |
| James Zangger | 6 Month Zoning Mileage | 42.00 |
| Ziegler Inc. | keys #65 | 583.61 |
| Grand Total | | 403840.39 |
| General Basic Fund | 56,381.64 | |
| Rural Services Basic Fund | 8,558.30 | |
| Economic Development Fund | 602.00 | |
| Secondary Road Fund | 298,242.27 | |
| Emergency Management Services | 4,345.83 | |
| Co. Assessor Agency Fund | 28,271.29 | |
| Health Insurance Fund | 1,640.00 | |
| Flex Benefits Account | 548.07 | |

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

7-9-2024