

LYON COUNTY AUDITORS OFFICE
March 24, 2020

ROCK RAPIDS, IOWA

The Board of Supervisors of Lyon County, Iowa, met electronically, pursuant to Iowa Code 21.8, due to the restrictions of COVID 19. The public will be let in for the public hearings if present and will gather in a group no larger than 10 in the conference room on 2nd floor. The agenda has the conference call information on it and was posted Friday, March 20th.

Chairman Mark Behrens convened the adjourned session with Feucht, Koedam, Birkey, and Herman present. Motion carried assumes unanimous vote unless otherwise stated.

Public Health Administrator Melissa Stillson and EMA Arden Kopischke joined the meeting via phone. Stillson stated that Lyon County remains the same with no cases reported. Stillson states they are still working on containment of the disease by continuing public education of social distancing and good hygiene practices. Stillson and Kopischke continue to work with agencies to ensure they have the personal protective equipment. Stillson reports that all agencies have what they need, and Kopischke states he is working with the State and has put in requests for Lyon County, but until the request is a need, the supplies will go to higher priority areas. Stillson reports the public health office is still holding their scheduled immunization appointments, asking the health information questions before meeting with them. The Board thanked Stillson and Kopischke for the update and thanked them for the work they are doing.

The minutes of the March 10, March 16, and March 19, 2020 meetings were reviewed. Motion made by Birkey to approve minutes, seconded by Feucht. Motion carried.

Chairman Behrens introduced Resolution 2020-10 in support of the Lyon County Riverboat Foundation mini grant cycle ending 3-25-2020. The Board only received one application for the grant cycle. Lyon County Ambulance is applying for 2 scoop stretchers. Motion by Herman, second by Birkey to approve and Chairman sign Resolution 2020-10. Motion carried. The full text of resolution is available at the auditor's office or online at www.lyoncountyiowa.com.

Chairman Behrens opened the public hearing for public comment on General Relief Ordinance 2020-02 at 8:45 a.m. Present was New Century Press, and via phone Lisa Rockhill, General Relief Director. Due to no questions asked or submitted, Behrens closed the hearing at 8:47 a.m. Motion to approve second reading of Ordinance 2020-02 and waive the 3rd reading by Feucht, second by Koedam. Motion carried.

Chairman Behrens introduced Ordinance 2020-20 General Relief for adoption and approval. Ordinance 2020-02 contains a change in the county burial services requiring a cremation only and requires said burial to be held Monday through Friday. It also limits the payment to \$1,800 for said cremation. It also corrects typographical errors and limits the total amount of relief assistance to \$400. Motion by Koedam to approve Ordinance 2020-02 General Relief Ordinance, second by Birkey. Rollcall vote: District 1 Feucht Support, District 2 Koedam Support, District 3 Behrens Support, District 4 Birkey Support, and District 5 Herman Support. Motion carried. Ordinance 2020-02 goes into effect upon passage and publication. The complete text of

Ordinance 2020-02 can be obtained in the Auditor Office or online at www.lyohncountyiowa.com.

Employment changes: Leigh Stewart will be retiring as of April 1, 2020. Stewart will have 20 years as a jailer with Lyon County.

Supervisor correspondence: Koedam-teleconference with NW IA Planning, RIDES. Feucht - Conservation mtg.; Behrens-ISAC report.

Years of Service Awards were given to Supervisor Merle Koedam for 15 years of service, Recorder Eldon Kruse for 25 years, and Sheriff Stewart Vander Stoep for 30 years.

Chairman Behrens opened the FY21 Budget hearing at 9:00 a.m. Those present were: New Century Press, and via phone Andy Berg, Lisa Rockhill, and Laura Sievers. Behrens talked about the increases in valuation and resulting increases in taxes levied. Levies increasing will be mental health, and general supplemental. As there were no questions, Behrens closed the public hearing at 9:06 a.m. Chairman Behrens introduced Resolution 2020-08 Elected Officials salaries for FY21. This resolution states the salaries for elected officials as of July 1, 2020 through June 30, 2021 will be: Auditor, Recorder, and Treasurer \$63,684; Sheriff \$90,615; Attorney \$101,684, Board of Supervisors \$26,449, Chairman of Board \$27,535. Motion by Birkey, second by Koedam to approve Resolution 2020-08. Motion carried. The full text of resolution is available at the auditor's office or online at www.lyoncountyiowa.com.

Chairman Behrens introduced Resolution 2020-09 Adoption of 2020/2021 Budget. Motion by Feucht, second by Birkey to approve and Chairman sign Resolution 2020-09. The resolution sets out the levies, property tax levied, and assignment of funds. Levies: General Basic 3.5000, General Supplemental .79695; Mental Health .35875, Rural Service 3.16626, and Debt Service .52343 for a total of 8.34539. Total property tax levied \$7,631,215. Assigned funds all from general basic sub-fund: \$50,000 ambulance rig, \$300,000 Annex Bldg. HVAC, and \$450,000 County Pledge to Rock Rapids Utilities Grant The full text of resolution is available at the auditor's office or online at www.lyoncountyiowa.com.

Ambulance Director Amy Borman presented the 2020 Race Agreement for Lyon County Ambulance. There are no changes from last year's contract. The amount charged will remain at \$326.80 per race night, with \$100 retainment if already checked in and racing features are called off. Borman states Test and Tune is scheduled for April 25th. Motion by Herman, second by Birkey to approve and Chairman sign agreement. Motion carried.

Resolution 2020-07 transfer to Nature Center Capital Project Fund was introduced by Chairman Behrens. This transfers \$100,000 from the REAP fund (23000) and \$300,000 from the Conservation Project & Acquisition Fund (71000) to the Capital Project Fund (85000) for the nature center project. Motion by Birkey, second by Feucht to approve Resolution 2020-07. Motion carried.

Lyon County Economic Development Director Steve Simons and Rock Rapids Development Director Micah Freese informed the Supervisors of a grant program that they were pursuing to support small businesses in Lyon County that have been hard hit with state mandated closure and business loss due to COVID-19. They explained some of the programs available from the Small Business Administration, Iowa Economic Development Authority and Iowa Workforce Development. Their proposal was to put together a Lyon County COVID-19 Small

Business Competitive Grant Program. COVID-10 impacted companies would apply for funds to assist them with employee wages, rent, or other items like payables to get them through this period of no revenue. The goal would be to help these companies survive the COVID-19 pandemic and continue to operate in Lyon County when COVID-19 ends. Simons and Freese noted that Rock Rapids Development Corporation was one of three other entities that had contributed to the fund and others were being contacted for this project. Simons requested the Supervisors contribute to this county-wide program in the amount of \$50,000. Simons explained that the funds could come from the Lyon County Economic Development Project Fund. The Project Fund is contributions to economic development in Lyon County from businesses, not tax dollars. He added that this type of disaster for county small businesses is a very good use of those funds. When questions were answered and discussion ended, the consensus of the Supervisors was to proceed with contributing \$50,000 from the Project Fund to be added to the other contributions and used for the Lyon County COVID-19 Small Business Grant Program. Simons said that the Supervisors would be kept informed as the program proceeded.

Engineer Sievers held a bid letting this morning for multiple upcoming projects including:

L-(Grant36-Osceola)-73-60 culvert replacement. This project is located a half mile North on McKinley Avenue on the Osceola/Lyon County border. Bidders were: Henning Construction \$77,275, Midwest Contracting \$99,965, Peterson Contractors \$102,535, LA Carlson \$103,535. Osceola will be paying for half of the project as well. Motion by Birkey, second by Koedam to approve low bidder Henning Construction at \$77,275 and Chairman to sign contract. Motion carried.

L-TIF(DC2019-1)-73-60 ditch cleaning project. This will include 8 locations on western side of county. There were 3 bidders: Mark Schaefer \$35,132.30, Henning Construction \$61,757.78, LA Carlson \$69,306.30. Work is to be done before end of November 2020 in the event it is a wet spring. Most landowners have signed to allow excavator and operator in their field. Those landowners planting alfalfa will work the contractor to find best spot to deposit material, and there are other locations that can be substituted in if the timing doesn't work for the landowner. Due to the great price, Sievers plans to ask if locations can be added if the contractor has time. Motion by Birkey, second by Herman to approve low bidder Mark Schaefer at \$35,132.30 and Chairman to sign contract. Motion carried.

L-TIF(DC2019-2)-73-60 ditch cleaning project. This will include 11 locations on the East side of the county. These locations are more spread out but area priority to be done. There were 3 bidders: Henning Construction \$62,056.48, LA Carlson \$65,192.40, and Mitchell-Huss Excavating \$82,444.00 Motion by Feucht, second by Koedam to approve low bidder Henning Construction at \$62,056.48 and Chairman to sign contract. Motion carried.

The bid letting for LFM-K30-7X-60 concrete paving project through Lester was also held. One bidder, Vander Pol Excavating LLC, submitted bid of 1,020,009.91. The bid came in over the estimated project cost. Sievers noted that the City of Lester not been given numbers yet as the numbers are not official until the Board of Supervisors approves them. The contract with Lester has not yet been drafted. Motion by Birkey, second by Koedam to approve low bidder Vander Pol Excavating LLC of \$1,020,009.91 and Chairman to sign contract. Motion carried. The Board would like the contract to include

language that the project would not go forward if the City of Lester doesn't approve the City's portion for reimbursement to the County.

Sievers also presented the excavator bid sheet form for approval. This would be used for bidding on an excavator of a larger scale in order to be able to compare quotes better. This would go out with bid requests. The Board approved the use of the form.

Sievers also shared the list of landowners for the ditch cleaning areas denoting those that have signed permission and those that have not. Sievers will continue to work with the landowners that have yet to respond.

Veteran Affairs claims dated 3-10-2020 in the amount of \$495.98 were reviewed and approved. Check sequence #144961-144967.

Jerry M. Baatz	Mileage (30) March Meetin	15.00
Doon Press	Advertising	32.00
Gordon Flesch Company, Inc.	Copier Lease Payment	292.11
Douglas W. Hilbrands	Mileage (30) March Meetin	15.00
Little Rock Free Lance	Newspaper Subscription	8.00
Lyon County News	Advertising	51.60
Premier Communications	March Telephone - Assesso	82.27
Grand Total		495.98

General Basic Fund 495.98

Conservation claims dated 3-12-2020 in the amount of \$12,229.71 were reviewed and approved. Check sequence #145038-145061.

Alliance Communications	LPRA Phone, LD, Internet	129.00
Kyle Ciesielski	Reimb:Law Enfor Workshop	12.00
Cole Papers, Inc	15cs T.Paper & 2 cs P.Tow	543.91
Denny's Sanitation Inc.	Dumpster Pickups	125.00
George Office Products	Black Construction Paper	16.68
Glen's Sport Center Inc.	4-Wheeler Repair	667.20
Gordon Flesch Company, Inc.	Copier Contract 014-13212	130.00
Hiller Lumber	Black wood screws	14.95
Iowa Dept of Agriculture/Land	Apiary Inspections	68.64
Lyon & Sioux Rural Water	25,000 G Water	167.50
Lyon Rural Electric Coop	LPRA Electric	951.86
Menards - Sioux Falls East	Paint,woodduck house supplies	139.31
Northwest Iowa Comm. CollegeN	CPR Certifications	60.00
Emily Ostrander	Reimb: Flash Drive	11.98
Premier Communications	Office Phone, LD & Intern	92.57
Rock Rapids Ace Hardware	Chain Saw, Chain & Oil	256.21
Rock Rapids Machine & Welding	Wood Duck Tubing	21.96
Runnings Supply Inc.	Sand Belts, Magnetic Hold	24.48
Sunshine Foods	EE Supplies	14.34
Three Rivers Pheasants Forever	Gold Sponsor-PF Banquet	250.00
Town & Country Implement	Partial Payment Kubota 11	7902.00
US Bank - Purchase Card Purcha	Work Boots,Fuel,EE supplies	465.38
Craig A. VanOtterloo	Reimb:Law Enfor workshop	12.00
Verizon	Cell Phone	152.74
Grand Total		12229.71

General Basic Fund 12,229.71

Payroll dated 3-13-2020 was reviewed and approved.

Payroll Warrant Register in the amount of \$70,556.53 is listed by fund.

General Basic Fund	9,265.36
Rural Service Basic Fund	19,061.54
Secondary Road Fund	42,229.63

Payroll Disbursement Register in the amount of \$28,761.52 is listed by Fund.

General Basic Fund	3,686.70
Rural Services Basic Fund	8,123.77
Secondary Road Fund	16,951.05

Handwritten Claim dated 3-16-2020 in the amount of \$709.19 was reviewed and approved. Check sequence #145062.

IBC Innovative Business Consul	3/9/20-3/15/2020 Flex Cla	709.19
Grand Total		709.19

Flex Benefits Account	709.19
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Claims dated 3-24-2020 in the amount of \$380,390.78 were reviewed and approved. Check sequence #145063-145132.

Access Systems Leasing	Printer Lease Contract/Ad	147.16
Alliant Energy	Little Rock/George shops	805.52
Ameritas Life Insurance Corp.	Annual Base Fee #242381	400.00
AT & T	911 Recurring 712-233-001	44.24
Century Link - Business	2/16-3/15/20 Long distance	229.82
City of George	utilities	21.25
Computer Clinic	External Hard Drive	275.00
Cooperative Farmers Elevator	8134 G diesel,306 G fuel,tires	27562.98
CoZO Josh Busard	Registration 5/20-5/22	350.00
Culligan Soft Water Serv.	March/April Rental - Sher	24.00
D & K Door, LLC	Fix Door 2 Old Amb Garage	294.00
DGR Engineering	K-30 PCC overlay	3743.50
Donaker Tiling John Donaker	tile crossings	11410.00
Doon Press	RE Taxes Due Ad,zoning mtg	30.41
Teryl Ebright	3/3/2020 Lyon Twp Mtg	15.00
Frontier	George shop,March 911 Recu	195.17
G & R Controls, Inc	Thermostat Cover / Annex	17.80
George Office Products	Toner Cartridge,office supplies	597.41
Gordon Flesch Company, Inc.	Xerox Copier Contract Pay	205.09
Bobby Gruis	safety sunglasses	21.39
Heather Heimensen	3/9/20 Mtg Mileage(260),meal	137.85
Hope Haven	stakes, lathes	287.50
I-State Truck Center	coolant line #11	28.39
IBC Innovative Business Consul	3/17-3/22/20 Flex Claims	477.11
Iowa County Recorders Assn.	Iowa Land Recorders/Solut	2945.40
Iowa Dept of Transportation	air meter guage	150.09
ISU Extension - Lyon County	IA Commercial Manual -Spr	25.00
Jack's Uniforms & Equipment	Valiant Soft Shell Jacket	133.94
Legacy Post & Beam	50% Due In Progress	179977.32
Lyon County Sheriff Dept.	Sheriff Fees	706.44
Lyon County Treasurer - ACH I	Feb Wellmark Claims	14452.72
Lyon Rural Electric Coop	utilities-Lester/LRock shops	622.55

Matheson Tri-Gas Inc	3/12/20 Oxygen Cylinders	35.33
McKesson Medical Surgical	1 cs Med 1 cs Sm Exam Glo	380.97
MidAmerican Energy	Inw/Alv shops	480.16
Cornelia Minor	3/3/2020 Lyon Twp Mtg	15.00
Joan Minor	3/3/2020 Lyon Twp Mtg	15.00
Modern Gas Company	125.3 gal LP gas	200.79
New Century Press	Ordinance 2020-02,Brd Min	1185.05
Nutrien Ag Solutions	80 gallons VM Premix Blen	3102.40
P & K Pest Control Inc	3/11/20 BiMonthly Maint	40.00
PCC, Inc. Physician's Claim Co	Feb Amb Billing	1492.97
Rock Rapids Ace Hardware	Batteries, Rubber Mallot	55.56
Sanford Health	Inmate E.V.	320.80
Sanford Health Occupational -	Pre-Employment/Drug Test	121.50
Sanford Health Plan	April Health Insurance Pr	109896.70
Sanford USD Medical Center	Inmate Jail Visits	75.00
Sanitation Products, Inc.	spreader control #12	1075.42
Sensaphone, Inc	Sentinel Annual Subsc. Re	71.40
Sioux Falls Truck & Trailer	gear seal kit #10	37.77
Snow Removal & Sanding Arthur	Feb Snow Removal	431.25
Sunshine Foods	Detergent,bleach & index	13.76
Pamela R. Tille	Meal ISAC Mtg,mileage	266.97
Trane	Work on Heating Unit-Boil	355.00
United States Postal Service	Business Reply Permit #78	100.00
US Bank - Purchase Card Purcha	VMWare,fuel,dog trials,mtg	
	Expenses,USPS	11410.04
Van't Hul Repair	hardware	4.54
Verizon	3/7-4/6 Cell Phones	2669.33
Wall Street Printers	5 Bx Window Envelopes	149.50
Ziegler Inc.	filters #65	54.52
Grand Total		380390.78

General Basic Fund	18,286.58
County MHD Services Fund	355.80
Rural Services Basic Fund	395.00
Economic Development Fund	202.74
Secondary Road Fund	55,533.86
Surcharge on E911	174.19
Emergency Management Services	241.38
Co. Assessor Agency Fund	397.38
Capital Project Fund	179,977.32
Health Insurance Fund	124,349.42
Flex Benefits Account	477.11

There being no further business there was a motion by Feucht, seconded by Herman 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.