

LYON COUNTY AUDITORS OFFICE
June 14, 2016

ROCK RAPIDS, IOWA

Chairman Randy Bosch convened the adjourned session with Peters, Bosch, Behrens, Koedam and Michael present. Motion carried assumes unanimous vote unless otherwise stated.

The minutes of the May 23, 2016 meeting were reviewed. Motion made by Koedam to approve minutes, seconded by Michael. Motion carried.

Cory Ulrickson with Trane came to the Board to introduce himself and briefly explain what Trane can do to help increase the air flow within the courthouse.

Desiree Kopp, Director of Rock Rapids Kids Club came to the Board to thank them for the County's \$25,000 contribution. The County's contribution helped complete the playground concrete and some sidewalks.

Election Assistant, Carrie Johnson, presented the Primary Election Canvass material to the Board. Republican nominees were: Auditor- Jen Smit; Sheriff- Stewart Vander Stoep; Supervisor District 2 - Merle Koedam; Supervisor District 3 - Mark Behrens. There were no county Democratic nominees. All results are available at the Auditor's Office.

The Board discussed the Safety Director position. Questions were brought up concerning the job description as well as how to handle the salary. Supervisor Peters will discuss with Auditor Smit to fine tune the job description. Arden Kopischke spoke with Sievers about secondary roads safety programs and the expectations for those trainings. Arden also spoke with other county safety directors to see how they ran their programs. Kopischke asked if there is a budget for training materials, Peters explained that he would look at the budget and provide answers at the next board meeting.

The Board reviewed the Business Property Tax Credits for FY16/17. Deputy Auditor Sara Sprock reported there are 62 new applications for 16/17 with a total of 535 applications to approve. Motion to approve business property tax credit applications for 16/17 by Peters, seconded by Behrens. Motion carried.

The Genius Week Frisbee Golf Group of Blake Johnson, Joe Anderson, Josh Haken, and Jayden Mauldin brought to the Board a presentation of their Genius week idea, Frisbee golf. The gentlemen explained how this activity will help residents of the City of George with a new activity. Engineer Laura Sievers brought forward a concern of liability as one of the holes would be located on county property. Sievers suggested either deeding a portion of this land to the city or expanding the easement from the bike trail to include the Frisbee golf hole. The County will consult with city's attorney concerning this possibility. The Board thanked the group for coming in.

Sheriff Stewart Vander Stoep has completed the 16/17 and 17/18 law enforcement contracts with Larchwood, Inwood, and Lester. Contract amounts

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will be as follows: Larchwood 16/17 \$21,217 (866 @ \$24.50) and 17/18 \$21,650 (866 @ \$25.00); Inwood 16/17 \$19,943 (814 @ \$24.50) and 17/18 \$20,350 (866 @ \$25.00); and Lester 16/17 \$7,203 (294 @ 24.50) and 17/18 \$7,350 (294 @ \$25.00). Motion by Michael, second by Koedam to approve and have Chairman sign law enforcement contracts with Larchwood, Inwood, and Lester. Motion carried.

The Auditor's office is recommending that open enrollment for the deferred compensation plan is moved to November 15- December 15 to coincide with all other open enrollments. Motion by Michael, second by Behrens to approve moving the open enrollment for the deferred compensation plan to Nov/Dec. Motion carried. This makes the next open enrollment period November 15, 2016 through December 15, 2016.

The final voucher for A34 bridge project #BRS-C060(96)-60-60 needs approval for the audit process. Motion by Behrens, second by Peters to approve and have Chairman sign the final voucher. Motion carried.

Engineer Sievers presented the Road Superintendent employment contract. Pay for 16/17 will be \$32.05 per hour. Motion to approve road superintendent employment contract for 16/17 by Peters, seconded by Michael. Motion carried.

Engineer Sievers explained that there is currently no properties available within the city of Rock Rapids for a county shop. Sievers inquired with Rock Rapids Economic Development for available properties. There is currently 7 acres available at \$30,000 per acre in the Folgens First Addition. There was much discussion regarding the property and the cost. Sievers will speak with Attorney Mayer about the breakdown of purchasing this property as well as a resolution, and return to the Board on June 27th, 2016 with the findings.

Sievers presented two utility accommodation applications for Alliance Communications. One on A26 about ¼ mile East of K12 for a new fiber, and one on 200th St ½ mile East of K12 for a new fiber. Motion by Michael second by Koedam to approve and have Chairman sign applications. Motion carried.

Sievers brought a Policy & Procedures Memorandum for Farm to Market Extensions. The Board recommends that this memorandum is distributed to all cities within Lyon County and then opened to discussion at the League of Cities meeting in October. Sievers will distribute the draft of this memorandum to all cities.

Sievers addressed the rainy season and the growth of weeds within the ditches and around the bridges. Sievers asked if the county could hire someone with a commercial application license to address the weed problems around the bridges. The Board agreed that the secondary road department should take care of the weeds.

Construction update: Bridge 36W off of K64 is waiting for weather to allow deck to be poured. Bridges 3Y on Jackson Avenue and 14Y on Larch Avenue are both under construction. Bridge 12W on 140th Street has been staked. L26 is

still in the shouldering process. Bridges on A34 East of Alvord are in the design process.

A cigarette permit for Grand Falls Casino & Resort was submitted. Motion Michael, second Peters to approve the permit. Motion carried.

Conservation Director has hired the following for summer help: Courtney Boom \$10.50/hr (gate), Katie Klingensmith \$9.00/hr.(gate), Mikaela Bruggeman \$9.00/hr.(gate), Taylor Magnuson \$9.00/hr.(gate), Andrew Kruse \$10.00/hr.(park attendant), Joe Sherbon (park attendant), Taylor Geerdes \$10.00/hr.(naturalist intern), Dylan Folkens \$11.00/hr (grounds), Gerald VandenTop \$11.50/hr.(grounds), and Joan Hoogendoorn \$12.50/hr. (grounds).

Engineer Sievers has hired the following at \$10.75/hr. for summer help: Brady Klaassen, Jordan Groen, Jesse Schrick, and Sam McCarty.

Supervisor correspondence: Peters-Compass Point, Koedam - Compass Point & Roads, Behrens- NWICC & Landfill Meeting, Michael - Economic Dev. Meeting.

Handwritten claim dated 5-24-2016 in the amount of \$15,160.18 was reviewed and approved. Check sequence #121987.

Wellmark BlueCross BlueShield	5/14/16 to 5/20/16 Claims	15160.18
Grand Total		15160.18

Health Insurance Fund 15,160.18

Payroll dated 5-27-2016 was reviewed and approved.

Payroll Warrant Register in the amount of \$190,765.93 is listed by fund.

General Basic Fund	122,877.33
MH-DD Fund	1,154.56
Rural Service Basic Fund	18,330.04
Economic Development Fund	3,276.28
Secondary Road Fund	34,059.58
Emergency Management Serv	2,478.76
Co Assessor Agency Fund	8,589.38

Payroll Disbursement Register in the amount of \$271,865.71 is listed by Fund.

General Basic Fund	97,455.25
General Supplemental Fund	52,820.26
MH-DD Fund	1,200.03
Rural Services Basic Fund	32,543.79
Economic Development Fund	4,252.63
Secondary Road Fund	70,347.80
Emergency Management Serv	3,112.95
Co. Assessor Agency Fund	10,133.00

Handwritten claim dated 5-31-2016 in the amount of \$14,839.57 was reviewed and approved. Check sequence #122130.

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Wellmark BlueCross BlueShield	5/21/16-5/27/2016 Claims	14839.57
Grand Total		14839.57

Health Insurance Fund 14,839.57

Handwritten claim dated 6-8-2016 in the amount of \$18,634.39 was reviewed and approved. Check sequence #122131.

Wellmark BlueCross BlueShield	6/1/16-6/3/16 Claims	18634.39
Grand Total		18634.39

Health Insurance Fund 18,634.39

Claims dated 6-14-2016 in the amount of \$627,915.78 were reviewed and approved. Check sequence #122196-122446.

A & B Business Solutions	5/21-6/20/16 Copy Machine	867.72
Jolene Ackerman	6/7/2016 Primary Abs Prec	31.50
Henry M. Adkins & Son Inc. Ele	6-7-16 Ballots and Setup	5788.92
Advanced Systems, Inc.	Canon contract	170.31
Alliance Communications Attn:	June 911 Recur/Phone	433.88
Kathy Altena	FY2016 BOH Mileage (60)	30.00
Diane Altman	6/7/2016 Primary RR8	155.00
Barb Arends	6/7/2016 Primary Elect P5	162.50
Arrow Manufacturing, Inc.	A2 Rep Mirror/A3 rep rotaries	1725.14
Barrier Products LLC BioSeal S	Bioseal System & 150 Body	4417.06
Vicki Borman	May Mileage(838), cellphn reimb	434.00
Lavina Brands	6/7/2016 Primary Elect P4	174.50
Brookes Publishing Co	ASQ Material for Healthy	734.39
Butler Machinery Company	wear strips,sensor,labor	2386.84
C.J. Cooper & Associates	2 pre employment drug tests	70.00
Calhoun-Burns & Associate Inc.	4 bridge designs/1 bridge insp	5259.46
Campbell Supply	4 Gal Trimec,parts,supplies	445.16
Canon Financial Services Inc.	Canon contract	268.00
Century Link	911 Recurring 712-233-006	415.92
Century Link - Business	4/16/16-5/15/16 Long dist	216.71
Chase Companies	EMS Day Pictures/Ambulanc	127.14
City of Alvord	utilities	48.50
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	50.07
City of Rock Rapids Municipal	April Utilities/assistance	5446.61
Vicki Clasen	6/7/2016 Primary Elect	170.50
Community Health Partners	Fees for Instructor in OC	315.94
Consolidated Communications fo	911 Recurring,phone service	1701.72
Construction Products & Consul	fabric-K-30 patch S of LT	850.00
Cooperative Energy Company	1177G gasohol,8395G diesel,	
	207G oil,110G DEF,tires	21614.94
Cooperative Farmers Elevator	152.8 G Gasahol, seed	455.75
Corner Rexall Drugs	Immunization Supply & Sha	41.44
Corner Service	F & B Brakes/Pads/Axle 60	1230.19
CoZO Tom Blake	2016 Annual CoZO Membersh	150.00
Crittenton Center	Juv May Shelter	93.30
Melinda DeJong	May Mileage - 405 Miles	202.50
Denco Highway Construction Inc	Crack Filling K60,L16,A34	177191.45
Denny's Sanitation Inc.	May garbage service	177.00
Darwyn Dickmann	Fill Well	300.00

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DMACC Falls Symposium Attn: Co	Registration 7/8/16 IA Fa	35.00
Connie Douglass	May Cellphn Reimb/mileage(156)	93.00
Dusty's Auto Body David Dreesm	Windshield A-2	256.98
Electronic Engineering	W Tower Repeater Cabinet	8577.50
Electronic Engineering	Console/Repeat Maint/amb	1000.00
Electronic Engineering	50%Genetec System doors	24485.88
Fabers Farm Equipment, Inc.	blades, shoes #95, #96	308.00
Filter Care of Nebraska	filters cleaned	43.95
Frontier	June 911 Recurring,GE shop	180.14
FSU Center for Prevention & Ea	Books/Partners Healthy Ba	1135.00
Galls Inc.	Uniforms / Jailers	231.48
George Office Products	Toner cartridges,supplies	3820.09
Great Kids, Inc.	Prenatal Train,preschool sem	5230.00
Amie Griesse	Mileage-Vitals Mtg 5/24/	267.50
Jordan Groen	steel toe shoes	165.84
Geneva Grooters	6/7/2016 Primary Elect RR	154.00
H & S Homebuilding Center	side boards #17	36.14
Heiman Inc.	Annual Fire Ext Tags	480.00
Heather Heimensen	6/7/2016 Primary Elect Abs	17.50
Kevin Herding	Labor to repair LR door d	630.00
Herm's Sanitation	Inwood garbage - Apr-June	51.00
Hiller Lumber	Dog Kennel items 6010	54.26
Hillyard / Sioux Falls	Custodial Supplies	239.10
Virginia Hobson	6/7/2016 Primary Elect P2	191.25
Russ Hopp	5/17-5/20 ISCTA Mileage	51.00
Marlene Howard	6/7/2016 Primary Elect P1	169.00
I Wireless	5/16/16-6/15/16 Cell Phon	200.28
I-State Truck Center	2017 Freightliner Truck	116575.36
Innovative Benefit Consultants	May Benefit Services 86x\$	1720.00
Inwood Body Shop	Tonneau Cover 604 Pickup	435.00
Iowa County Attorney Ass'n.	5/24/16 Workshop / KN	100.00
Iowa Dept of Natural Resources	2 Well Permits	50.00
Iowa Prison Industries	Materials for 911 Signs	1881.50
ISCTA Attn: Terri Kness	FY2017 Dues	300.00
Jack's Uniforms & Equipment	Uniform Replacement 605,6010	386.73
JCL Solutions-Janitors Closet	Cleaning Supplies	9.99
Brenda Jepsen	3 - 6pks of Rollers/Growi	19.02
Jim Hawk Tr Trailers Inc.	30 lbs Freon,tail lights,flaps	217.68
Carrie Johnson	Primary Elect Miles,flashlights	39.00
Michelle Johnson	FY2016 BOH Mileage (176 M	88.00
Delores Keegan	6/7/2016 Primary Elect P2	176.25
Keith's Korner	May Fuel - 137 G Gasahol	284.00
Angie Keizer	6/7/2016 Primary Elect P2	168.00
Connie Kille	6/7/2016 Primary Elect Abs	87.69
Rod & Sue Klarenbeek c/o Bobbi	Rent Assistance	200.00
Shannon Klarenbeek	May Miles(534),cellphn Reimb	282.00
Kandace Koll	6/7/2016 Primary Elect P8	145.75
Kooiker Inc.	replay 60" conc pipe culv	7397.75
MarJean Kopischke	6/7/2016 Primary Elect P6	169.00
Donna Krahling	6/7/2016 Primary Elect P1	169.00
Mariel Krier	6/7/2016 Primary Elect P5	174.00
Ryan Krull	4 Liberal Twp Mtgs	60.00
Marlys Kruse	6/7/2016 Primary Elect P6	169.00
Jeanette Laackmann	6/7/2016 Primary Elect P2	153.00
Marilyn Lafrenz	May Miles(824),cellphn reimb	427.00
Larchwood Quick Stop	40 gal gasahol	83.28
LeLoux Diversified Evan J. LeL	unplug culvert - 210/Iron	300.00

Jean Leuthold	6/7/2016 Primary Elect P4	188.00
Carol Lombard	6/7/2016 Primary Elect P3	153.00
Lyon & Sioux Rural Water	water - Lester/Larchwood shop	56.00
Lyon County Engineer	FY2016 911 sign work	3000.00
Lyon County Reporter	Subscription Renewal	45.00
Lyon County Sheriff Dept.	4 pre-employ driving reco	40.00
Lyon County Treasurer - ACH I	Claims, stoploss, fees	27093.83
Lyon Manor & Rehab Center	May Inmate Meals 162x\$6.0	972.00
Lyon Rural Electric Coop	utilities Lest/LR shop	220.79
Matheson Tri-Gas Inc	Oxygen 5-19&26-16	52.90
Shayne Mayer	Mileage (534) 5/19/16 DM	267.00
McCarty Motors	3 mower blades	47.85
Jackie K. McCarty	6/7/2016 Nursing Homes, Special	55.69
Angie McConnell	6/7/2016 Primary Elect P1	169.00
Medical Excess	June Transplant Ins 22s/6	1526.82
Sarah Merry-Skoglund	May Mileage(505), cellphn reimb	267.50
Mary L. Metzger	6/7/2016 Primary Elect P5	179.75
MidAmerican Energy	acct 11930-66002	94.95
William Minor	Reimb:May Fuel 12 G Gasah	24.00
Joanne Montag	May Mileage(117), cellphn reimb	73.50
Betty Mydland	6/7/2016 Primary Elect P5	174.00
New Century Press	Elect not, Brd min, notices	728.22
Roxanne Newborg	6/7/2016 Primary Elect P5	170.75
Northern Iowa Construction Pro	18", 24", 48" CMP, bands	16819.34
Northwest Iowa Comm. College N	Supplies/CEU Certificates	390.00
NW IA YES Center	April/May Detainment 4 Days	1125.00
Oak Street Station	Tire repair, 40 G gasahol	239.28
Joleen Odens	6/7/2016 Primary Elect P6	153.00
Jackie Olson	6/7/2016 Primary Elect P6	193.25
Osceola County Rural Water	water - Little Rock shop	32.94
Barb Pedersen	FY2016 BOH Mileage (220)	110.00
Mary A. Peterson	6/7/2016 Primary Elect P7	154.00
Pictometry International Corp	Flight#2 Lib License	31499.50
Pitney Bowes Inc.	Red Ink Cartridges	65.44
Popkes Car Care, Inc.	93.45 G Dyed Diesel	157.75
Joan Post	6/7/2016 Primary Elect P2	136.00
Prahm Construction Inc.	3 Bridge est 14Y, 51R, 36W	83335.90
Precision Auto, Inc.	windshield #26, labor	250.00
Premier Communications	June phone, fax, internet, cable	2413.60
Premier Network Solutions d/b/	June IT	2362.50
Prevent Child Abuse America	HF Fees July-Dec 2016	775.00
PRIA	8/22-8/25 Registration Co	375.00
ProPac	Emergency Shelter Supplies	1810.84
Rapid Auto Repair Michael D. K	Van Repair, power steer, A3	650.73
RELX Inc DBA LexisNexis	May On-Line Periodicals	141.20
Reserve Account/Pitney Bowes	Postage for Meter	1350.00
Xochitl Robison	May translator services 7	165.00
Rock Rapids Ace Hardware	Cleaning supplies, battery	250.49
Rock Rapids Machine & Welding	A3 Reattached Bumper, Rod#15	177.33
Rock Rapids Municipal Housing	Rental Assistance	108.00
Lisa R. Rockhill	May Miles(132), cellphn reimb	94.59
Gloria Row	6/7/2016 Primary Elect P8	153.00
Amy Ryals	6/7/2016 Primary Elect P4	182.75
Sanford Health Occupational -	job function test - LVerH	100.00
Sanford USD Medical Center	Sanicloth, immunization supplies	17.58
Sanitation Products, Inc.	materials install box, labor	3881.51
Marilee Schleusner	Mileage (306) ContEd/Dist mtgs	153.00

Jesse Schrick	steel toe shoes	149.79
Kyle Schrick	4 Liberal Twp Mtgs	60.00
John Schulte	4 Liberal Twp Mtgs	60.00
Shield Technology Corporation	FY2017 AnnualSupport Shie	9220.00
Laura Sievers	mileage(72),meals FM Review	71.60
Steve Simons	May Mileage(550),reimb supp	320.29
Simply Said	Sign for Immunization Roo	56.95
Sioux Falls Two Way Radio	2 Handheld Radios/LW EMS	1166.64
LaVonne Snyders	6/7/2016 Primary Elect P4	181.00
Sara Sprock	6/7/16 Primary Elect 33 Mi	16.50
Stateline Graphics	Zoning Amnesty Notice	73.50
Melissa Stillson	May Cellphn Reimb,Mileage(430)	241.72
Heather Stubbe	6/7/2016 Primary Elect P8	161.25
Sturdevant's Auto Parts	Parts,filters,supplies	480.33
Subway	Incentives/Adolescent Imm	250.00
Sunshine Foods	Coffee,inmate meals,materials	460.13
Mark Swartz	6/7/2016 Primary Elect P7	162.75
Terry Tausz	6/7/2016 Primary Elect P7	162.25
The Focus Newspaper	Annual Subscription Renew	40.00
The Sidwell Company c/o Krista	Legal Descript WS 8/2-8/3	225.00
Todd's True Value	rope - Inwood shop	21.99
Town & Country	garbage service - LR shop	23.66
Trane	June Generator Maint Agre	331.93
U.S. Cellular	5/22/16-6/21/16 Cell Phon	140.11
United States Postal Service	5 Rolls of Stamps/Recorde	235.00
US Bank - Purchase Card Purcha	Fortinet,Fuel,lodging,meals,	
	USPS,Microsoft license	7037.86
US Bank Equipment Finance	5/9/16-6/9/16 Monthly Cop	154.32
Bonnie VandenBosch	6/7/2016 Primary Elect P4	179.75
VanderLee Motors Inc.	Charge Air,rotate tires,service	473.04
Kim VanderPlaats	6/7/2016 Primary Elect P6	177.25
Ron VanEgdom	6/7/2016 Primary Elect P3	174.50
VanSteel, Inc.	Square Tubing/Target Stan	131.20
Lyle VerHoeven	safety glasses	250.00
Verizon Business	acct 4512330	5.78
Verizon Wireless	Aircards,Cell phone,hotspot	1299.39
Melinda VerMeer	K-9 Trading Cards Athos/R	249.04
Beverly VerSteeg	6/7/2016 Primary Elect P3	166.75
Sue Vinson	6/7/2016 Primary Elect P8	154.00
Wall Street Printers	Direct Mailers,Client cards	1880.75
Bernette Weier	6/7/2016 Primary Elect P1	161.25
Steven T. Weier	6/7/2016 Primary Elect P1	193.25
Glee Wiersma	6/7/2016 Primary Elect Abs	31.50
Bonnie Wilson	May Cellphn Reimb,reimb supp	27.33
Linda Wulf	6/7/2016 Primary Elect P4	157.00
Wanda L. Wulf	6/7/2016 Primary Elect P4	183.25
Ziegler Inc.	Filters,wear strips,hoses	649.10
Grand Total		627,915.78

General Basic Fund	113,355.10
Rural Services Basic Fund	11,455.85
Economic Development Fund	910.14
Secondary Road Fund	442,076.42
Surcharge on E911	17,944.66
Emergency Management Services	456.40
Co. Assessor Agency Fund	11,376.56
Health Insurance Fund	30,340.65

Payroll dated 6-15-2016 was reviewed and approved.

Payroll Warrant Register in the amount of \$68,392.35 is listed by fund.

General Basic Fund	9,369.44
Rural Service Basic Fund	18,345.89
Secondary Road Fund	40,677.02

Payroll Disbursement Register in the amount of \$31,023.79 is listed by Fund.

General Basic Fund	3,829.23
Rural Services Basic Fund	8,756.18
Secondary Road Fund	18,438.38

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

ATTEST _____	APPROVED _____
County Deputy Auditor	Chairman