

LYON COUNTY AUDITORS OFFICE
July 24, 2017

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 July 10th and July 13th, 2017 meetings were reviewed. Motion made by Behrens to approve minutes, seconded by Peters. Motion carried.

Dave Jorgenson, Baker Group, and Terry Glade, CMBA Architects, were present to talk to the Board regarding the courthouse improvement project bids and total costs. Jorgenson talked about the low bidders for the base projects which came in at \$914,000, when added to the project manager fees \$155,385 and design fees \$114,000 it gives a base bid of \$1,183,415. Supervisor Peters commented that the project cost is almost \$300,000 over the original estimate. It was discussed to cut out the restoration of the courtroom. This could potentially save \$60,000 of the project costs. There was also discussion as to the importance of the air handling unit to the project. Jorgenson and Glade explained that the new fan coil units will do a better job of moving air within the offices, but will not do much for the rotunda or dome areas. The air handling unit would regulate and condition air coming into and out of the building. Currently the building has no way to do this and the only fresh air into the building comes when the doors on 1st floor open. Supervisor Behrens recognizes the bids came in more than the original estimate as a whole, but also feels waiting with the air handling unit for another time could also cost more as a stand-alone project. It was asked by the Board if they could table the alternate air handling bid. The Board reached out to Attorney John Danos with Dorsey and Whitney. Danos informed the Board that all of the bids would need to be tabled in order to look further at bids and alternates. Jorgenson and Glade will go back and see if any savings on the air handling unit alternate could be found. It was also asked to look at firmer costs on the encapsulating process of the roof versus abatement, lease option costs related to the air handling unit, and a more firm project completion amount. Motion by Behrens, second by Peters to table the bids to further consider the proposals until 8:00 a.m. on July 31st, 2017. Motion carried.

Engineer Sievers discussed next year's upcoming K-30 paving project. In attendance for the discussion was Lester City Mayor Dan Gerber. The project will run North from Hwy 9 through Lester and then North to the MN line. As the main street in Lester is quite a bit wider than most, this project will be costly for the City of Lester to finish out their parking areas and shoulders on this project. As the County's policy is to take care of the 24' roadway with the rest of the width beyond 24' to be a cost to the city. Dan Gerber, Mayor of Lester, wanted to know if the County would be willing to pay for those costs if the City would agree to pay back the costs over a 3-5 year period. The rough estimate of costs to the City is around \$130,000 to \$200,000. This is the amount the City would like to request the payback period for. The Board agreed to allow a 5 yr. payback period of the cost.

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The amount will not be a set amount each year but the total must be paid by the end of 5 years or 2024. Sievers will have Attorney Mayer draft a formal agreement for the city and county to sign regarding the payments. Sievers also wants the Board to be aware that the project will change the direction of flow of water in an area of the City, and since it is a county project is it a concern that the county could be held liable for water running over personal property. The personal property does not currently have any structures on it. It was recommended to have Attorney Mayer work with the City Attorney regarding this fact as well.

Projects STP-S-CO60(116 and 117)-5E-60 plan approvals were tabled by Sievers.

Sievers asked for Board approval on the Federal Aid Agreement for project STP-S-CO60(116)-5E-60 PCC Overlay on K30 and STP-S-CO60(117)-5E-60 PCC Overlay on L14. These projects will be done next year and Sievers would like to get the funding agreements in place. Motion by Peters, second by Koedam to approve and Chairman sign both Federal Aid Agreements. Motion carried.

Bridge replacement project BRS-CO60(113)-60-60 on K30 over Sykes Creek also needs Board approval on the Federal Aid Agreement. Motion by Koedam, second by Michael to approve and Chairman sign Federal Aid Agreement. Motion carried.

Sievers asked the Board if they thought a temporary road embargo would be necessary due to the A34 closure East of George. The Board doesn't think an embargo is necessary at this time.

Sievers received 6 utility accommodation applications from Lyon REC for different locations. Motion by Koedam, second by Peters to approve and Chairman sign the utility accommodation applications. Motion carried.

The Lyon County Policy for Pedestrian Access Route Transition Plan was brought to the Board for approval. The Board had no questions regarding the plan. Motion by Peters, second by Michael to approve and chairman sign policy. Motion carried.

Attorney Mayer joined the meeting to discuss the temporary Osceola-Lyon County Attorney agreement. Mayer will be covering for juvenile and mental health issues for Osceola County until the new attorney starts in early August. Mayer will receive no pay for her time, but will receive mileage to be paid at \$.40/mile per the agreement. Motion by Michael, second by Behrens to approve and Chairman sign the agreement. Motion carried.

Kim Wilson with Northwest Iowa Care Connections Mental Health Region reviewed the FY18 annual service and budget plan. Wilson talked about current services in place and in the works, funding for the region for the upcoming year, and some goals for the upcoming years. The Board thanked Wilson for coming.

The handbook has been updated with the guidance of the county's HR attorney Katherine Beenken. The default language for health insurance, and the

prohibition of employees carrying weapons to work has been added and approved by Attorney Mayer. Motion by Michael, second by Peters to approve the handbook. District 1 Support, District 2 Support, District 3 Support, District 4 Support, and District 5 Support. Motion carried. A department head meeting is strongly recommended to clarify 4.1 which includes default language as to health insurance in the instance the ACA rules are repealed. Auditor Smit will ask Attorney Mayer to hold said training.

The City of Doon submitted a road closure request for July 28th on 3rd Avenue. Motion by Koedam, second by Michael to approve the road closure request. Motion carried. No request was submitted for the road race normally held on county roads during their Doon Days celebration.

The Board again received a letter of request to hold a bible reading on the courthouse square. Governor Branstad signed a proclamation on April 26, 2016 encouraging all Iowans to participate in reading the Bible at all 99 county courthouses. Motion by Michael, second by Koedam to approve the request. Motion carried.

Auditor Smit made a note that 3 corrections were made to the 2017-2018 salaries listed in the minutes. Pam Tille should be \$48,867 (not \$47,867), Marie Brower should be \$16.66/hr. (not \$17.17, moves to \$17.17 10-27-17), and Alex Waagmeester should be \$16.66/hr. (not \$15.86, will move to \$17.66 on 11-14-17).

Supervisor correspondence: Behrens - Landfill, NWIA Regional Housing Authority, CFE open house. Bosch-Board of Health, CFE open house. Koedam-NW IA Planning and Development mtg.

Conservation claims dated 7-12-2017 in the amount of \$26,316.69 were reviewed and approved. Check sequence #129020-129049.

Alliance Communications	LPRa Phone, LD, Internet	89.00
Campbell Supply	Flowers, Screens, Paint	123.98
Central Iowa Distributing	Toilet Bowl Brushes, Hand	166.51
Chesterman Company	Pop	379.20
Cooperative Energy Company	Fuel-gasahol,bulk diesel,unl	2016.26
Cooperative Farmers Elevator	Roundup, Urea, Potash	706.99
Denny's Sanitation Inc.	Dumpster Pickups	352.00
H & S Homebuilding Center	Certifoam	33.76
Hiller Lumber	4x4x16 Treated Wood	27.32
ICON Ag & Turf Attn: Mark DeSm	JD1550 Mower 72"	5939.85
Iowa Department of Revenue -	2nd Q Excise/Hotel/Motel Tax	3262.00
IA Natural Heritage Foundation	Membership	150.00
KO Bait & Tackle	Wax Worms, Crawlers, Cups	275.00
Lyon & Sioux Rural Water	131,000 G Water	413.75
Lyon Rural Electric Coop	LPRa Electric	4347.43
Martin's Flag Company LLC	US Flag	79.66
Menards	Mop Refill & Brush	46.39
Oak Street Station	Tire Rep/Balance,55G 5w20	875.89
Premier Communications	Office Phone, LD & Intern	92.18
Rock Rapids Machine & Welding	Roller Chain & Conn link	125.98
Sand Creek Post & Beam Inc	Design Services/NatureCen	2500.00
Schwan's Attn: HSAR	Ice Cream	275.74

Denise Steenhoven	Fountain	975.00
Stensland Gravel Co.	PeaRock, Boulders, Fill S	1352.72
Sunshine Foods	EE Supplies	76.69
Todd's True Value	Bug Spray & Lighter Fluid	129.92
Town & Country Implement	Tractor Repair	362.50
US Bank	EE Supplies	227.10
Valley Sand & Gravel	Concrete Fines	762.77
Verizon Wireless	Cell Phone Plan	151.10
Grand Total		26316.69

General Basic Fund	23,816.69
CS Projects & Acquisition Fund	2,500.00

Handwritten claim dated 7-13-2017 in the amount of \$14,657.65 was reviewed and approved. Check sequence #129019.

Wellmark BlueCross BlueShield	7/1/17-7/7/17 Claims	14657.65
Grand Total		14657.65

Health Insurance Fund	14,657.65
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Payroll dated 7-14-2017 was reviewed and approved.

Payroll Warrant Register in the amount of \$72,422.30 is listed by fund.

General Basic Fund	10,176.00
Rural Services Basic Fund	19,485.34
Secondary Road Fund	42,760.96

Payroll Disbursement Register in the amount of \$37,702.93 is listed by Fund.

General Basic Fund	4,699.87
General Supplemental Fund	4,042.00
Rural Services Basic Fund	9,494.78
Secondary Road Fund	19,466.28

Handwritten claim dated 7-19-2017 in the amount of \$31,426.24 was reviewed and approved. Check sequence #129112.

Wellmark BlueCross BlueShield	7/8/17-7/14/17 Claims	31426.24
Grand Total		31426.24

Health Insurance Fund	31,426.24
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Veteran Affairs claims dated 7-20-2017 in the amount of \$2,623.48 were reviewed and approved. Check sequence #129113-129124.

American Legion Post #103 c/o	Care of Graves Case #0016	928.13
Doon Press	Advertising	32.00
Focus Newspaper	Advertising	84.00
George Office Products	Printer Ink	83.99
Douglas W. Hilbrands	Mileage (30) July Mtg	15.00
IACCVSO Decatur County Veteran	Dues	50.00
Iowa Dept of Veteran's Affairs	Unspent FY17 Allocation F	1226.32
Little Rock Free Lance	Advertising	16.00

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Lyon County News	Advertising	22.55
New Century Press	Advertising	72.00
Premier Communications	Office Phone	78.49
Wayne Thieman Plymouth County	District Mtg Education	15.00
Grand Total		2623.48

General Basic Fund 2,623.48

Claims dated 7-24-2017 in the amount of \$100,672.94 were reviewed and approved. Check sequence #129125-129206.

A & B Business Solutions	7/21/17-8/20/17 Copier Ma	746.32
All Flags LLC	6 US/6 IA Flags	308.53
Alliance Communications Attn:	June 911 Recurring	150.00
Alliant Energy	LR shop/nite light	35.73
Andringa Funeral Home Inc	6/23/17 Transport Body	972.50
AT & T	911 Recurring 712-233-001	41.61
Jerry M. Baatz	Mileage (30) July Mtg	15.00
Campbell Supply	Belt 3L-190, supplies, ladder	232.46
Canon Financial Services Inc.	Canon contract	268.00
Cattoor Oil Company Inc.	261G DEF, 237G 10W-30	2798.87
City of Alvord	utilities	48.50
City of George	utilities	26.25
CMBA Architects	June Contract Docs/bids	1125.00
Cooperative Energy Company	Fuel, oil, tires, 9414G diesel, Tire repair, service	21587.30
Culligan Soft Water Serv.	Rental George/LR, salt	100.25
DGR Engineering	Bridge Services, pipeline	2989.21
DJ's Service	54G gasohol, 475G diesel, battery	1085.47
Doon Press	Tax notice, brd min, bid notice	1126.02
Electronic Engineering	Payment #2 Callworks 2017-	14771.46
Frontier	GE phone, July 911 Recurring	185.29
George Office Products	Office supplies	241.08
Heiman Inc.	fire extinguisher service	1094.07
Hillyard / Sioux Falls	5cs Deep Cleaning Pads	104.10
IMAGETek, Inc.	July-Dec2017 Radix CloudB	474.00
Iowa County Attorney Ass'n.	8/23/17 OWI Mtg Registrat	75.00
Iowa Information Inc.	Public Health Nurse Ad	47.88
ISAA c/o Wayne Schwickerath	2017 Associate Dues	15.00
JCL Solutions-Janitors Closet	Hard Surface Wipes, supplies	373.86
Jim Hawk Tr Trailers Inc.	valve #11, mud flaps #11	79.14
John Deere Financial	Rental Tractor 38 hrs @ \$	1520.00
Beau Kellenberger	IPERS Employee Reimbursement	192.46
LeAnn Krull	7/19/17 Mileage (142) IPERS	71.00
Eldon E. Kruse	7/10/17 Mileage Dist Mtg	78.00
De Linda Leu /Reporters Certif	Transcripts St vs VandeKi	214.00
Lil' Chubs Corner Stop	35 gal gasahol	77.98
Lyon County Engineer	Reimb: Bridge Design bonds proj	28887.86
Lyon County News	Public Nurse Ad	45.10
Lyon County Reporter	Renewal - Auditor	45.00
Lyon County Sheriff Dept.	Sheriff Fees	176.00
Lyon Rural Electric Coop	utilities - Lester/LW	92.28
Matheson Tri-Gas Inc	7/7/17 Oxygen	46.70
MidAmerican Energy	Alvord/Inwood acct	103.54
Moon Creek Veterinary Clinic	Meds for Athos	44.64
New Century Press	Brd min, SemiAnnual June	356.08
North Central International	air filter #2	89.17

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P & K Pest Control Inc	7/12/17 Bi-Monthly - anne	40.00
PCC, Inc. Physician's Claim Co	June Amb Billing	1408.16
Reserve Account/Pitney Bowes	FY2018 Meter Postage	1600.00
Rock Rapids Ace Hardware	Custodial supplies	68.05
Sanford USD Medical Center	Autopsy,RN transfers,supplies	2705.39
Sanitation Products, Inc.	shaft & seal kit #21	2013.49
Smile Makers	FairBooth items/toothbrus	51.98
Sturdevant's Auto Parts	parts,oil,filters,freon	932.62
Sunshine Foods	coffee & filters - RR sho	19.97
SYSCO Lincoln	6/8/17 Food for Inmates	637.90
The Shop	Service 6011 Impala	218.83
Pamela R. Tille	7/17/17 Mileage (70.5) Mo	35.25
Treasurer ICEOO Debbie Salter	ICEOO registration - VanM	200.00
United States Postal Service	BRM Acct - Cross State Ma	150.00
United States Treasury -EFTPS	Form 720 PCORI Fee FY2016	529.48
US Bank - Purchase Card Purcha	Fuel,intoximeters,lodging,	
	Meals,postage,parts	4250.94
Van't Hul Repair	windshield, labor	485.12
Verizon Business	acct 4512330	4.93
Verizon Wireless	7/7/17-8/6/17 Cell Phones	656.26
Wall Street Printers	Bus cards,20 pads/req forms	281.50
Ziegler Inc.	oil tube, breather, gasket	1225.36
Grand Total		100672.94

General Basic Fund	17,479.37
General Basic Sub Fund	1,125.00
Rural Services Basic Fund	47.03
Economic Development Fund	52.08
Capital Project - Roadway Fund	28,887.86
Secondary Road Fund	37,305.82
Surcharge on E911	15,093.02
Emergency Management Services	138.28
Co. Assessor Agency Fund	15.00
Health Insurance Fund	529.48

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

ATTEST _____	APPROVED _____
County Auditor	Chairman