

LYON COUNTY AUDITORS OFFICE
December 10, 2018

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. Also present: Jerry Birkey, Josh Feucht, Steve Herman, Kalani Steinmetz.

County Attorney Shayne Mayer introduced the 28E Agreement with Sioux Rivers Mental Health Region. The agreement will be effective July 1, 2019. Supervisor Behrens believes that Lyon County may receive some dollars back from the NWIA Care Connections Region upon its withdrawal.

RESOLUTION OF THE LYON COUNTY BOARD OF SUPERVISORS RESOLUTION 2018-34

RESOLUTION TO ADOPT 28E AGREEMENT FOR SIOUX RIVERS MENTAL HEALTH AND
DISABILITIES SERVICES TO BE EFFECTIVE JULY 1, 2019

WHEREAS, Lyon County is currently a member county of Northwest Iowa Care Connections Mental Health and Disabilities and Services Region (hereinafter NWICC);

WHEREAS, the Lyon County Board of Supervisors, met on October 22, 2018 at a regularly scheduled meeting and voted to join the Sioux Rivers Mental Health and Disabilities Services Region (hereinafter after Sioux Rivers MHDS) and to leave NWICC;

WHEREAS, the Lyon County Board of Supervisors directed that Lyon County Board of Supervisors Randy Bosch execute and send a letter of intent to join the Sioux Rivers MHDS and additionally send a letter of intent to withdraw from the NWICC Mental Health and Disabilities Region;

WHEREAS, the Sioux Rivers MHDS Governance Board passed a motion to allow Lyon County to enter the Region effective July 1, 2019 should the majority of the member Counties approve a resolution of the same;

WHEREAS, it is necessary for the ability of Sioux Rivers MHDS to levy for the upcoming fiscal year that Lyon County enter into a 28E Agreement with Sioux Rivers MHDS and said 28E Agreement is required to effectuate the October 22, 2018 vote of the Lyon County Board of Supervisors,

NOW, THEREFORE, BE IT RESOLVED that the Lyon County Board of Supervisors hereby resolves to join the Sioux Rivers MHDS Region and;

FURTHER RESOLVES, that the Lyon County Board of Supervisors, having reviewed the proposed 28E Agreement, enter into and sign the 28E Agreement for Sioux Rivers Regional Mental Health and Disabilities Services.

SO DATED, this 10th day of December 2018.

ATTEST:/s/Jen Smit /s/Randy Bosch, Chairman
Lyon County Auditor Lyon County Board of Supervisors
Motion by Michael to move forward with the 28E with Sioux Rivers and sign and approve Resolution 2018-34 approving the 28E, second by Peters. Motion carried.

County Attorney Mayer informed the Board that the Union has requested to go to mediation. Mayer will set a date to meet for mediation and the Board will

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nominate a sub-committee for mediation after 1-1-2019 when the new supervisors take office. As for any sub-committee work needed before January 1, 2019, Michael and Peters will continue to be the contact for Mayer.

Mayer also asked the Board for clarification on Section 3.2 in the employee handbook regarding the secondary roads inclusion. The Board agreed to leave the overtime provisions from the former contract to be included, and moved the decision on how to compensate overtime hours to the Engineer. Mayer will make the changes and asks that the Board approve the handbook on 12-24-2018.

Chairman Bosch opened the public hearing at 9:28 a.m. to receive public comment on Ordinance 2018-03 Zoning Map Amendment. No questions or comments were received or presented.

ORDINANCE NO. 2018-03

(ZONING MAP AMENDMENT)

AN ORDINANCE AMENDING THE LYON COUNTY ZONING MAP BY CHANGING THE ZONING DISTRICT BOUNDARIES AS FOLLOWS:

BOUNDARY 1: FROM A2 TO C1 ON: Parcel D in the NW1/4 of Section 32-100-47, LYON COUNTY, IOWA.

WHEREAS, the Lyon County Zoning Ordinance on file in the office of the County Auditor designating certain standards as provided by Chapter 335, Code of Iowa, and

WHEREAS, DGOGLarchwoodia3232018 LLC, are petitioning Lyon County for a change in the zoning district to accommodate a Dollar General Store.

WHEREAS, the Lyon County Planning and Zoning Commission has previously considered the zoning change and has recommended the proposed zoning amendment to the Lyon County Zoning Ordinance, Iowa;

NOW THEREFORE IT BE ORDAINED, by the Lyon County Board of Supervisors:

Section 1. AMEND ZONING MAP TO REFLECT CHANGE OF ZONING DISTRICT. The Zoning Ordinance and Official Zoning Map of Lyon County, Iowa is hereby amended by changing the zoning classification and zoning district on the county's Official Zoning Map for property legally described as:

Parcel D in NW1/4 of Section 32-100-47, Lyon County, Iowa from A2 to C1.

Section 2: REPEALER. All ordinances or parts of the previously adopted Lyon County Zoning Ordinance or Official Zoning Map in conflict with the provisions of this zoning amendment are hereby repealed.

Section 3: SEVERABILITY CLAUSE. If any section, provision or any part of this zoning amendment is determined to be invalid or unconstitutional, such adjudication shall not affect the validity of the previously adopted Lyon County Zoning Ordinance or Official Zoning Map as a whole, or any part or provision of the zoning amendment not determined to be invalid or unconstitutional.

Section 4: EFFECTIVE DATE. This zoning amendment shall be in full force and effect from after passage and publication in a newspaper of general circulation within Lyon County, Iowa.

Passed and approved this 10th day of December, 2018.

1st Reading: November 26, 2018

2nd & 3rd Reading: December 10, 2018 and 3rd Reading waived.

ATTEST: /s/Jen Smit
County Auditor

/s/Randy Bosch
Chair, Board of Supervisors

The public hearing was closed at 9:30 a.m. Motion by Koedam to approve Ordinance 2018-03, second by Michael. Rollcall vote: District 1 support, District 2 support, District 3 support, District 4 support, and District 5 support. Motion carried.

Motion by Koedam to waive 3rd reading and adopt Ordinance 2018-03 as presented, second by Michael. Rollcall vote: District 1 support, District 2 support, District 3 support, District 4 support, and District 5 support. Motion carried.

Jim Wells, Finance Manager of Historical Society presented a review of FY18 and a FY20 request. Also present from the Historical Society were: Albert Van Holland, Don Thiessen, and John Kruse. Wells informed the Board that they are working on moving the old depot over to the museum site. They also increased their membership dues from \$15 to \$20/year. Wells thanked the Board for their previous support and asked for the continued \$7,000 for FY20.

Lyon County Economic Development Director Steve Simons informed the Board about the upcoming 2019 Career Day as well as drew attention to an article on Vos BioTech, the new owner of the previous Elanco facilities.

The minutes of the November 26, 2018 meeting were reviewed. Motion made by Behrens to approve minutes with correction to Wes De Groot instead of Wes Koedam, seconded by Peters. Motion carried.

Engineer Laura Sievers presented the final voucher for the slide just west of the cemetery on A18, L-CO60(A18)-73-60. The cost of the project came in at \$17,021.10 and was awarded at \$31,773.75. As FEMA will not be paying for any of the project, it is all local dollars. Motion by Michael, second by Koedam to approve Chairman signing final voucher for \$17,021.10. Motion carried.

Sievers presented bid letting numbers for bridge project BRS-SWAP-CO60(113)-FF-60 on K30 over Sykes Creek. Bids received were: Dixon Construction Co. at \$637,171.20, and Graves Construction Co., Inc. at \$643,860.93. Sievers states that they again are seeing about a 7% increase over estimates due to steel prices. Motion by Koedam, second by Michael to approve low bidder Dixon Construction Co. at \$637,171.20 for BRS-SWAP-CO60(113)-FFR-60 and for Chairman to sign contract. Motion carried. This project will be funded by bridge funds and no local dollars will be used. Sievers estimates that a work start date will be April 1, 2019. This contract will be electronically signed by Chairman.

Bid letting for bridge project BRS-SWAP-CO60(118)-FF-60 was also discussed. Bids received were: Dixon Construction Co. at \$625,111.20, and Graves Construction Co., Inc. at \$663,645.63. This project will also be funded by bridge funds and no local dollars will be used. Motion by Koedam, second by

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Michael to approve low bid from Dixon Construction Co. \$625,111.20 and for Chairman to sign contract. Motion carried. This project also requires an electronic signature.

Sievers asked to table the Inwood/Alvord maintenance topic.

There are 3 culverts that need to be replaced due to flooding issues and as FEMA will pay 85% of the project costs, Sievers would like to move forward with the projects. Sievers estimates that the total cost will be around \$164,258. The culverts are located in Allison Township Sections 12-13 and 14-23, and Doon Township Section 7-8. The current structures will be replaced with concrete boxes.

Behrens spoke with Wes De Groot regarding the electric bill with the Fair Board. De Groot will get back to Behrens with what the Fair Board would like to see moving forward.

Elderbridge CEO Shelly Sindt presented the annual report and FY20 request. FY20 request is 2.95/senior (60+ yr. old residents) for a total request of \$7,459. (FY19 was 2.85/senior=\$7,330) Due to changes in pay schedules, Sindt has added a grant writer and a fund raiser to the staff to work on obtaining outside dollars in order to not have to cut services. Sindt also asked for help in finding a Lyon County resident to serve on their advisory council.

Lyon County Compensation Board President Jim McConnell and Vice President Jen Wippert presented the FY2019/2020 salary recommendation. The compensation board recommendation is as follows: Attorney 0% per Attorney request; Supervisors 1.5%(\$393); Supervisor Chair 1.5%(\$409); Sheriff 3%(\$2,575); Auditor, Recorder, Treasurer 3%(\$1,810). There was discussion as to the hard work that was done during the last budget season and the importance of being mindful of fund balances. The Board tabled making a decision and thanked McConnell and Wippert for the work that the Compensation Board does.

Conservation Director Craig Van Otterloo presented the annual report for FY18. Van Otterloo talked about board member terms and the fact that some members may be changing in the upcoming year. Projects done in FY18 were discussed. The overlay scheduled will be bid out and done in June if there is overrun in budget. As for the nature center at Lake Pahoja, building contractors will be presenting at the next Conservation meeting. After those are done and the builder is chosen, the next step will be working with the architect to put the project together and start the public hearing phase of the project. Van Otterloo will be looking at what dollars are currently saved in the different accounts and what amounts still need to be raised. This will be a discussion during this budget year. Van Otterloo hopes to have bids due in February or March. Van Otterloo estimated that there is currently around \$900,000 saved for the project and hopes that the Foundation will fundraisers will bring in the rest. The project is currently estimated at \$1.2 million. Van Otterloo also plans to apply for a Lyon County Riverboat Foundation grant in the next large grant cycle. To give an idea as to what the center will look like, Van Otterloo stated that the Harrisburg Apple Orchard has a building that is almost an identical to the planned project.

Van Otterloo also informed the Board that Blood Run has been handed back over to the State and will now be managed by the DNR. This will result in a loss of revenue as Lyon County was reimbursed for the managing costs. Projects for wildlife areas and the Environmental Education programs were discussed. The EE programs continue to grow each year with more classes and

participants. The permanent sites are all rented for the upcoming season. For an additional \$200/year, those who wanted to keep their site and not go through the lottery were allowed to keep their site.

The Board needs to set a public hearing date for the upcoming budget amendment. Motion by Peters, second by Behrens to set December 24, 2018 at 11:00 a.m. as the public hearing date. Motion carried.

The Board would like to remind department heads that FMLA should be centralized out of the Auditor's Office. It is the department heads responsibility to notify the Auditor's office when an employee needs to be sent paperwork. As for centralizing payroll, Auditor Smit proposed keeping the payroll process the same and adding an audit process by the Auditor's Office. The Board agreed to the audit process and requested that Smit talk with Attorney Mayer to get an opinion. Smit will talk with Mayer and put the topic back on the 12-24-2018 agenda for formal approval. Smit will send a memo to department heads clarifying FMLA requirements.

Zoning salary for Ashley Lewis was discussed. As this amount has already been budgeted for and the only change is in personnel, the Board will allow the salary to move to Ashley effective November 1, 2018.

Motion by Koedam, second by Peters to approve and Chairman sign 2018 weed commissioner reports. Motion carried.

Supervisor correspondence: Behrens/Koedam - District meeting for Supervisors in Storm Lake.

Handwritten claims dated 11-28-2018 in the amount of \$17,704.67 were reviewed and approved. Check sequence #137209-137210.

IBC Innovative Business Consul	11/21/-11/25/18	Flex Clai	261.97
Wellmark BlueCross BlueShield	11/17-11/23/18	Medical Cl	17442.70
Grand Total			17704.67

Health Insurance Fund	17,442.70
Flex Benefits Account	261.97

Payroll dated 11-30-2018 was reviewed and approved.

Payroll Warrant Register in the amount of \$208,317.23 is listed by fund.

General Basic Fund	128,499.28
County MHD Services Fund	1,335.27
Rural Service Basic Fund	19,765.43
Economic Development Fund	3,513.25
Secondary Road Fund	42,788.34
Emergency Management Services	2,537.93
Co. Assessor Agency Fund	9,877.73

Payroll Disbursement Register in the amount of \$279,153.34 is listed by Fund.

General Basic Fund	102,581.06
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General Supplemental Fund	50,407.27
County MHD Services Fund	1,267.86
Rural Services Basic Fund	34,090.21
Economic Development fund	4,286.55
Secondary Road Fund	71,389.72
Emergency Management Services	3,120.63
Co. Assessor Agency Fund	12,010.04

Claims dated 12-10-2018 in the amount of \$503,849.77 were reviewed and approved. Check sequence #137347-137465.

Advanced Systems, Inc.	Canon contract	150.77
Ahlers & Cooney, P.C. Attn: Ac	HR Services thru 11-19-18	979.00
Alliance Communications	Shop telephones	135.12
Lora Berg	Nov Mileage (662)	331.00
Beyenhof's Mobile Home Estates	Rent Assistance	200.00
Vicki Borman	Nov Mileage (442)	221.00
Boyer Trucks	bolster #13	264.81
C.J. Cooper & Associates	annual administrative fee	105.00
Calhoun-Burns & Associate Inc.	bridge design/inspection 61Y	20244.60
Caswell Excavating	Shoulder Erosion A-18 Flo	17021.10
Cattoor Oil Company Inc.	225 gal 10W-30 oil	2171.25
Century Link	911 Recurring 712-233-001	387.56
Century Link - Business	Long distanct 11/15-12/14	162.37
City of Alvord	utilities	48.50
City of Doon	Utility Assistance/utilities	96.81
City of George	utilities	21.25
City of Larchwood	utilities	54.62
City of Rock Rapids Municipal	Oct Utilities	5162.46
Clerk of District Court	Certified Judgement	4.50
Cooperative Energy Company	Nov fuel-diesel,gasohol,unlead	453.43
Cooperative Farmers Elevator A	1st Half Tif Alvord 450-0	6194.17
Corner Service Merlin VerSteeg	2 tire repairs,brake cleaner	110.00
Country View Estates Apts. c/o	Rent Assistance	200.00
Natalie Cross	Nov Mileage (731)	365.50
Denny's Sanitation Inc.	garbage service	109.00
DJ's Service	Fuel 31G gasohol,534F diesel	1482.06
Dorsey & Whitney LLP	Amended CFE Tif 445469-00	1785.00
Connie Douglass	Nov Mileage (42)	21.00
Equipment Blades Inc.	Grading bits,carbide inserts	6414.80
G.A. Johnson Construction Inc.	Rock Rapids Shop - paymen	285402.00
George Office Products	Toner cartridge,ink,supplies	654.49
H & H Repair	fittings #22	28.89
HCC Life Insurance Company	DEC Transplant ins 24s/61	1503.04
Herm's Sanitation	garbage service - Oct-Dec	54.00
Heather Hernandez	Nov Mileage (41)	20.50
Hiller Lumber	certifoam,sideboards,lumber	246.81
Hydraulic Solutions	hoses, fittings	175.38
IBC Innovative Business Consul	Flex Claims/Employ Benefits	1898.55
Iowa Dept of Natural Resources	NPDES General Permit	175.00
ISCTA Attn: Kris Rowley	Fall 2018 Leadership Mtg	50.00
Jenniges Tiling LLC.	8" tile crossing	1396.20
Jim Hawk Tr Trailers Inc.	work lamps, brake cleaner	485.50
Shannon Klarenbeek	Nov Mileage (537)	268.50
Cole Knudson	steel toe shoes	160.49

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Eldon E. Kruse	12/4/18 Mtg Mileage (155)	77.50
Marilyn Lafrenz	Nov Mileage (707)	353.50
Larchwood Lumber Company	glass cleaner	7.98
Larchwood Quick Stop	Fuel-unleaded, gasohol	169.37
Leuthold Plumbing/Heating Inc	6" Tile Crossing	1998.00
Lyon & Sioux Rural Water	water Lester/Larchwood shop	62.00
Lyon County Engineer	Reimb:CFE legal fees pd 1	7000.00
Lyon County Sheriff Dept.	Sheriff Fees	601.92
Lyon County Treasurer - ACH I	Nov Stop Loss, Cobra, RX rebate	34882.74
Lyon Rural Electric Coop	security light repair	65.00
Mail Services. LLC	December postage/Renewals	601.92
Matheson Tri-Gas Inc	11/15/18 Oxygen Canisters	66.00
Minnehaha County Sheriff Dept.	Service of Juv Papers	57.00
Modern Gas Company	250 gal LP gas	324.75
Carol Molitor	Rent Assistance	200.00
Myrl & Roy's Paving Inc.	11.11 ton 3/4" Engr Backf	66.10
National District Attorneys	2019 NDAA Membership	105.00
New Century Press	Brd Min, Zoning map, vacancies	512.38
Oak Street Station	94G gasohol, DEF, tires	530.90
Osceola Rural Water	water - Little Rock Shop	35.48
PCC, Inc. Physician's Claim Co	Oct Amb Billing	2160.48
Premier Communications	Dec Telephone, 911 Recurring	2816.16
Premier Network Solutions d/b/	Dec IT, Kaseya	3477.50
Riverside Hoop Barns Inc.	2 endwalls, 2 vents RR saltshed	807.00
Rock Rapids Ace Hardware	Broom, shop supplies, tools	260.69
Rock Rapids Machine & Welding	flat iron #78	11.56
Rock Rapids Municipal Housing	Rent Assistance	75.00
Lisa R. Rockhill	Nov Mileage (235)	117.50
Kenneth D. Roemen	3 safety T-shirts	38.36
Brooke Rozeboom	Nov Mileage (300)	150.00
Sanford Clinic	4 RN Transfers	201.00
Sanford Health	Clinic Services	291.20
Sanford Rock Rapids Attn: Pat	11/8/18 Med Exam Fees/miles	255.00
Steve Simons	Nov Mileage (575)	287.50
John Smidstra	2018 Weed Comm Mileage (3	165.50
Jennifer Smit	Mileage 11/29-11/30 (498)	249.00
Melissa Stillson	Nov Mileage (370)	185.00
Storey Kenworthy / Matt Parrot	Time Stamp Labels & ribbo	177.71
Sturdevant's Auto Parts	parts, filters, batteries	1016.03
Sudenga Industries	1st Half TIF 185-001	18690.25
Sunshine Foods	Juice/Cookies Xmas Decora	19.00
Pamela R. Tille	Twp Mileage (349)	174.50
Todd's True Value	shop supplies, hardware	80.88
Town & Country	garbage service-Little Ro	25.99
Trane	Dec-Feb Crth HVAC Maint	1025.61
Tri-State Emergency Management	2019 Tri-State Membership	20.00
Van't Hul Repair	steel, shaft	98.59
VanderLee Motors Inc.	Brakes/rotors, batteries, service	610.15
Vanguard Appraisals Inc.	Renew CONSOL072 License	10600.00
Lorna VanMaanen	reimburse retirement gift	143.78
John C. VanVeldhuizen	Weed Comm Mileage	236.50
Lyle VerHoeven	Health Ins/9 days unused	207.29
Verizon Wireless	Cell Phone/Aircards/hotspot	1420.11
Vogel Traffic Services, INC	pavement markings	5022.50
Wellmark BlueCross BlueShield	Admin, stoploss fees, claims	21072.79
Wellmark, Inc. COBRA Administr	Wm Schreurs -Dec/Jan Insu	3223.20
Ziegler Inc.	Engine overhaul, labor, maint.	23302.87

Grand Total

503849.77

General Basic Fund	25,411.82
General Basic Sub Fund	422.00
Economic Development Fund	287.82
Secondary Road Fund	371,748.03
Surcharge on E911	2,006.32
County TIFs-Novartis & Sudenga	18,690.25
Casino - TIF	14,979.17
Emergency Management Services	112.30
Co. Assessor Agency Fund	10,834.94
Health Insurance Fund	59,118.57
Flex Benefits Account	238.55

There being no further business there was a motion by Michael, seconded by Peters 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.