

LYON COUNTY AUDITORS OFFICE
December 8, 2020

ROCK RAPIDS, IOWA

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

The Board opened the meeting with the Pledge of Allegiance.

County Sheriff Stewart Vander Stoep and Attorney Amy Oetken were present to discuss collecting jail fees and the creation of a fulltime position to collect these. Vander Stoep plans to move a part time dispatch into a fulltime to include fine collection. Vander Stoep sees this position being a 60% dispatch and 40% fine collection. Julie Joachim was also present to answer questions regarding current fine collections. It was also discussed that the jail fee per diem (\$25/day) could be raised by \$5.00 to \$30.00. Lyon County has the lowest per diem fee in the 10 county area. Motion by Herman, second by Birkey to increase jail fees by \$5 to \$30/day as of January 1, 2021. Motion carried.

Public Health Administrator Melissa Stillson gave a COVID 19 update. Additional department heads were present via the phone conference line. Stillson reports that we won't see the results of the Thanksgiving holiday until 10-14 days after Thanksgiving. Supervisor Behrens asked if Stillson recommends extending wearing masks in county buildings. Stillson hasn't received any notice that the recommendation of masks will be removed. IA Dept of Public Health has sent updated guidance for quarantine and Stillson went over the guidance. Stillson invites departments heads to contact her if they have questions regarding employees and quarantine. Stillson also reports that Public Health is also starting the planning process for the COVID-19 vaccine. Lyon County will receive the Moderna vaccine. The State will allocate the doses per county and Stillson would then contact Sanford and Avera to see how many doses they need, and then public health would supply Sanford and Avera. Public Health will take care of the general population starting with the most at risk first. The long-term care facilities have contracted with pharmacies to receive vaccines for their residents. Stillson expects to receive 500 doses the week of December 20, and shipments to continue every 5 to 7 days. All of these estimates are dependent on how the FDA meetings go on the vaccines. The Board thanked Stillson for the update. Smit will notify department heads that masks are still required for another 2 weeks in the county buildings. The Board will reevaluate at their December 22nd meeting.

The Historical Society members John Kruse, Scott Kruse, Devin Kruse, Scott Hunt, and Don Thiessen were present to give a 2020 report. The museum was not open this year due to COVID and cleaning requirements. There a number of repairs needed this year on the Heritage House. Not being open also hampered normal fundraising opportunities. Historical Society is requesting \$7,000 again for FY2022. The Society thanked the Board for their contributions in the past.

The minutes of the November 24, 2020 meeting were reviewed. Motion made by Herman to approve minutes, seconded by Koedam. Motion carried.

The Board discussed the Memorandum of Understanding with the Office of the Chief Information Officer (OCIO) for cyber security and technology services.

Motion by Feucht, second by Birkey to approve and Chairman sign the MOU.
Motion carried.

Economic Development Director Steve Simons gave a short update on how Career Exploration Day may be held this year due to COVID. Simons also talked about the strategic plan and plans to work on it after the holidays.

The Board reviewed the Sioux Rivers Mental Health 28E to include Emmet County as of July 1, 2021. Motion by Birkey, second by Koedam to approve and sign 28E. Motion carried.

Chairman Behrens introduced Resolution 2020-41 authorizing the transfers to Secondary Roads from General Basic and Rural Services. This is the 1st half of the transfer for FY21. The General Basic Fund will transfer \$169,396 which is the maximum allowed by IA Code. Rural Services will transfer \$1,137,321 as the 1st half of the total of \$2,274,641 which is the maximum by IA Code. Motion by Feucht, second by Birkey to approve and Chairman sign Resolution 2020-41. This is a summary of Resolution 2020-41. The full text of the resolution can be obtained at the Auditor's Office and online at www.lyoncountyiowa.com under Supervisors then Resolutions.

The Board needs to set a public hearing date to allow public comment on incurring noncurrent debt for flex spending. Motion by Feucht, second by Herman to set January 4, 2021 at 8:45 am as the public hearing date. Motion carried.

County Engineer Daryl Albertson was present to give a department update. It was requested that in order to talk about a pending situation, a closed session should be scheduled in order to get everyone up to speed and find a resolution. Albertson will work on setting up a closed session.

Supervisor correspondence: Birkey-3rd Judicial Court mtg; Herman-Lyon County Riverboat Foundation mtg; Feucht-District 3 Supervisor meeting.

Lyon County Compensation Board President Jim McConnell joined the meeting to discuss the FY2022 recommended elected official salaries. The Compensation Board recommended: 3% (1,911) \$65,595 for Auditor, Recorder, and Treasurer; Sheriff 3% (\$2,718) \$93,333; Attorney 4% (\$4,067) \$105,751; and Supervisors 5% (\$1,322) \$27,771 with a \$1,000 stipend to Chair (\$28,771). The Board thanked McConnell and the Compensation Board for their service. Motion by Feucht to approve the recommendation of the Compensation Board as is, second by Koedam. Rollcall vote: District 1 Support, District 2 Support, District 4 Support, District 5 Naye, District 3 Support. Motion carried.

Conservation Director Craig Van Otterloo and Conservation Board member Jeff Schram were present to give the FY20 annual report. Van Otterloo talked about the projects undertaken this year, the Nature Center and cleaning out the sediment basin of the main wetland. Van Otterloo states they will continue to do the yearly burns as well. Environment outreach was down due to COVID 19. The summer camps were still held with social distancing in place. Van Otterloo hopes that this spring/summer will be better for the environmental education camps. Day passes were over 3,000 by mid-August when normally the park goes through 2,500 for the year. Van Otterloo reported that the park was very busy and not really affected by COVID in the way of camping, or day passes. Van Otterloo talked about the nature center and the fact that the project is currently under the planned project cost. Contract states to be done by December 31, 2020. Donations last week were a little

over \$21,000. Van Otterloo hopes to move operations to the new facility April/May.

Employment changes: none.

Payroll dated 11-30-2020 was reviewed and approved.

Payroll Warrant Register in the amount of \$214,316.12 is listed by fund.

General Basic Fund	129,095.46
County MHD Services Fund	3,124.98
Rural Service Basic Fund	21,330.97
Economic Development Fund	3,691.93
Secondary Road Fund	43,135.59
Emergency Management Services	2,669.63
Co. Assessor Agency Fund	11,267.56

Payroll Disbursement Register in the amount of \$268,751.85 is listed by Fund.

General Basic Fund	100,041.17
General Supplemental Fund	44,568.56
County MHD Services Fund	2,878.42
Rural Services Basic Fund	33,783.24
Economic Development fund	3,711.08
Secondary Road Fund	69,251.86
Emergency Management Services	3,195.96
Co. Assessor Agency Fund	11,321.56

Handwritten claim dated 12-1-2020 in the amount of \$441.59 were reviewed and approved. Check sequence #149383.

IBC Innovative Business Consul	11/25-11/29/20 Flex Plan	441.59
Grand Total		441.59

Flex Benefits Account 441.59

Claims dated 12-8-2020 in the amount of \$701,232.77 were reviewed and approved. Check sequence #149384-149467.

A & B Business Solutions A & B	11/21-12/20/20 Contract	780.57
Abbie Ackerman	12/3/20 DOD Med Exam Fee	274.00
Ahlers & Cooney, P.C. Attn: Ac	HR Services thru 11/19/20	549.00
Misty Arends	Nov Mileage (877)	438.50
Avera Merrill Pioneer Hospital	Inmate Medical Bill-C.H.	2626.29
Nikki Baatz	Nov Mileage (814)	407.00
Bound Tree Medical, LLC	Splint,Foggers,Quick-Connects	1688.49
Calhoun-Burns & Associate Inc.	bridge designs 22R,70W,87Y	11038.90
Century Link - Business	Long Distance 10/16-11/15/20	222.64
City of Alvord	utilities	50.50
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	54.62
City of Rock Rapids Municipal	Oct Utilities	6301.49
CJ Cooper & Associates, Inc.	Annual Admin Fee	350.00
Cooperative Energy Company	Nov Fuel-14.37 G Gasohol	27.00
Corner Service Merlin VerSteeg	wiper blades	37.86
DGR Engineering	A-34 PCC Overlay,bridge survey	25598.78
Electronic Engineering	Dec 911 Maint Contract	735.00

Frontier Bank	Annex Snow Removal (2)	120.00
G & R Controls, Inc	11/5/20-Service Annex	438.00
George Office Products	Office Supplies	2095.47
Hallett Materials OMG Midwest,	25.35 tons gravel Ashton	174.92
Hancock Concrete Products Co	6x4 box culvert/box ends	7455.00
Herm's Sanitation	garbage service - Oct-Dec	57.00
Hydraulic World Inc.	coupler/adaptor #12, #20,	172.81
I-State Truck Center	Trans leak, labor #12	2039.58
IBC Innovative Business Consul	Nov Employee Benefits	2169.88
Iowa Dept of Transportation	erosion control cert - Ha	1320.00
Iowa Division of Labor Service	Boiler Inspection	40.00
Iowa Emergency Management Assn	2021 IEMA Membership	150.00
Iowa Law Enforcement Academy S	Jail In-service (3)	750.00
ISACA Treasurer	reg fee class - Albertson	75.00
J.D. Power	Annual Title/Reg Textbook	240.00
Jack's Uniforms & Equipment	Battery Sticks,badge,uniform	330.13
JCL Solutions-Janitors Closet	Cleaning supplies	408.72
Keith's Korner	Nov Fuel-65.074 G Gasohol	122.00
Coreen Klarenbeek	Nov Mileage (680)	340.00
Shannon Klarenbeek	Nov Mileage (614)	307.00
Lyon & Sioux Rural Water	Water Lester/LWood shops	64.00
Lyon County Sheriff Dept.	Sheriff Fees	183.80
Mail Services. LLC	Dec Renewals	585.14
Meyer Electric Inc.	Chiller System Power Issu	166.25
Midwest Contracting LLC	TIF2020(42r)-Final Paymen	344840.00
Mills & Miller, Inc.	106.65 tons salt @ 72.00/T	7028.80
Joel Moser	Nov Mileage (176)	88.00
New Century Press	Brd Mins,Pbl Notice	518.51
Northwest Iowa Comm. College N	CEU Certs-Spinal Inj/Asse	40.00
Popkes Car Care, Inc.	32.1G Diesel, 250.7G propane	334.52
Premier Communications	911 Recurring Monthly Pho	1618.76
Premier Network Solutions d/b/	Dec IT Consult, Cloud backup	4464.98
Rapid Auto Repair Michael D. K	Service f-150 60-8	88.95
Rapid Graphics	Uniforms-New Uniforms	120.00
Ray Reinke	Rent Assistance #40-1778	200.00
Rock Rapids Ace Hardware	Strips Refil,filter,supplies	273.33
Runnings Supply Inc.	plug/clip,lag screw,bucket/brush	77.76
Sanitation Products, Inc.	2020 Mack plow truck #21	111901.51
Steve Simons	Nov Mileage,Reimb Off Sup	99.46
Sioux Rivers	July-Dec FY2021 Allocatio	139039.00
Stericycle, Inc.	Monthly Fee-Sharps Dispos	72.75
Storey Kenworthy / Matt Parrot	Election Supplies	144.30
Sunshine Foods	Nov InmateFood,Water/OJ	863.33
Sheila Thomas	11/27/2020 DOD Med Exam	251.00
Trackside Repair & Towing	3 vehicle towings	600.00
TransUnion Risk & Alternative	Nov 2020 Services	150.00
US Bank - Purchase Card Purcha	Office Supplies	70.44
Vanguard Appraisals Inc.	CAMAvision Service Contra	11100.00
Verizon	Cell Phone services	1364.03
Western Iowa Tech Community Co	Tuition/Housing-Rozeboom	4865.00
Grand Total		701232.77

General Basic Fund	32,286.95
County MHD Services Fund	139,117.46
Rural Services Basic Fund	129.46
Economic Development Fund	100.74
Secondary Road Fund	276,817.33

Surcharge on E911	2,353.76
Casino - TIF	236,914.66
Emergency Management Services	240.88
Co. Assessor Agency Fund	11,101.65
Health Insurance Fund	1,520.00
Flex Benefits Account	649.88

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