

Courthouse  
Emmetsburg Iowa  
June 23rd, 2015, 8:00 a.m.

The Palo Alto County Board of Supervisors met in regular session. Members present: Craig Merrill, Chair, Linus Solberg, Ron Graettinger, Keith Wirtz and Ed Noonan.

Unless otherwise indicated, all of the motions offered at this meeting were carried with the following vote: Ayes: Noonan, Wirtz, Graettinger, Solberg, Merrill. Nays: None. Abstentions: None.

Motion by Noonan, seconded by Wirtz to approve agenda for June 23rd, 2015. Motion carried.

Motion by Graettinger, seconded by Noonan to approve the minutes of June 9th, 2015. Motion carried.

Maureen Sandberg, CPC, met with the Board to discuss mental health information. The Board received copies of the regional governance board meeting minutes and board meeting agenda. The Board discussed new bills in the legislative update provided by ISAC.

Walter Davis-Oeth, County Engineer, and Pat Madsen, Shop Superintendent, met with the board. Walter updated the Board on locating and purchasing a used tractor for mowing. The Board received and discussed a drainage request from Ron Hersom. Walter will contact Valley Contracting or King Excavation to make repairs.

David Kirk representing Lost Island/Ruthven Betterment Association met with the Board to request approval of fireworks permit for July 11<sup>th</sup>, 2015.

Motion by Wirtz, seconded by Noonan to approve a fireworks permit for Lost Island/Ruthven Betterment Association for July 11<sup>th</sup>, 2015. Motion Carried.

Lynn Schultes, Sheriff, met with the Board to discuss & request one full-time jail position and one full-time communication center position. Lynn provided information to the Board for the need to have a full-time position versus part-time staff to cover the 24/7 hours for the jail & dispatch center. Lynn provided the estimated costs of having full-time staff. The Board discussed with Lynn the possibility of sharing a communication center with Emmet County. No action taken. The Board will discuss on July 7<sup>th</sup> board meeting.

Robin Jamison, Treasurer, met with the Board to request abatement of mobile home taxes from 2006/2007 and abatement of building on leased land.

Motion by Wirtz, seconded by Graettinger to approve abatement of seven mobile home VIN numbers as follows: 6000020-25; 064610304; 1118991; 62015; 6785; 91561605G; 12E4N3420154. Motion Carried.

Motion by Solberg, seconded by Graettinger to approve abatement of building on leased land on parcel #380924004021. Motion Carried.

Lois Naig, Assessor, met with the Board to present disabled Veteran's homestead tax credits.

Motion by Graettinger, seconded by Wirtz to approve six disabled veteran's homestead tax credits for FY15-16. Motion Carried.

Motion by Solberg, seconded by Noonan to disallow a disabled veteran's homestead tax credit for parcel # 520002006030. Motion Carried.

Motion was made by Ed Noonan and seconded by Linus Solberg to approve appropriations for FY 2016 as listed in the following Resolution. Motion carried.

**Resolution 6-23-2015 (A)**

SECTION 1

BE IT RESOLVED BY THE BOARD OF SUPERVISORS of Palo Alto County that they hereby appropriate from the resources of each fund for each of the different officers and departments for the fiscal year beginning July 1, 2015 and in accordance with Section 331.434, Sub. 6, 2015 Code of Iowa, the amounts itemized by department or office as listed below:

General Basic and General Supplemental Fund

<u>Dept. Code</u>	<u>Department</u>	<u>Appropriations</u>
1	Board of Supervisors	\$ 252,350
2	Auditor	\$ 278,644
	Elections	\$ 65,225
3	Treasurer	\$ 231,305
	Vehicle	\$ 204,209
4	Attorney	\$ 329,860
5	Sheriff	\$ 704,628
7	Recorder	\$ 168,438
21	Veterans Affairs	\$ 70,289
22	Conservation Board	\$ 715,386
23	Health Board	\$ 166,569
25	Social Services	\$ 63,161
27	Dept. of Human Service Adm.	\$ 4,100
28	Medical Examiner	\$ 30,000
29	Correctional Services	\$ 274,763
30	Court Administration	\$ 7,100
31	District Court	\$ 14,010
37	Communications Center	\$ 285,192
51	General Services-Courthouse	\$ 94,807
52	Data Processing	\$ 54,000
54	General Services-Annex	\$ 15,700
55	General Services-Annex II	\$ 12,500
56	Economic Development	\$ 40,000
60	Mental Health Administration	\$ 22,500
61	Juvenile Justice	\$ 29,000
74	Zoning & Sanitation	\$ 81,355
99	Non-Departmental	
	Emergency Management	\$ 14,567
	Lake Restoration	\$ 10,000
	Fairgrounds	\$ 37,000
	Services to the Elderly	\$ 27,850
	Discovery House	\$ 2,000
	Flood & Erosion Contr. Struct.	\$ 5,825
	A. Bounties & Apiarist Exp.	\$ 250
	GIS	\$ 13,000
	Township Officers	\$ 2,700
	Other Policy & Adm.	\$ 73,000
	General Services	\$ 25,900
	Capital Projects	\$ 47,000
	Insurance	\$ 194,500
MH-DD Services Fund		
60	Mental Health Adm.	\$ 448,101

Palo Alto Economic Development		
56	Economic Development	\$ 44,176
Rural Services Basic Fund		
73	IRVM	\$ 143,766
99	County Library	\$ 76,000
71	Solid Waste Disposal	\$ 451,610
05	Sheriff	\$ 154,393
99	Economic Development	\$ 35,250
Recorders Management Fund & Elect. Trans. Fund		
07	Recorder	\$ 5,500
County Attorney Collections Fund		
04	Attorney	\$ 12,000
Secondary Road & Rural Services Basic Fund		
20	County Engineer	\$4,915,332
	Capital Projects (Roadway Const.)	<u>\$1,170,990</u>
	Total	\$6,086,322
Secondary Road Capital Projects Bond Fund		\$3,696,103
R.E.A.P. (Resource Enhancement & Protection)		
22	County Conservation	\$ 10,383
Debt Service Fund		
99	Non-Departmental:	
	Principal	\$ 1,530,000
	Interest	<u>\$ 231,971</u>
	Total	\$ 1,761,971
Health Insurance Fund		
99	Non-Department	\$1,410,600
Special Revenue Fund		
05	Sheriff Reserve	\$ 3,800
05	Sheriff Investigations	\$ 1,149
32	Jail Room and Board	\$ 13,000

## SECTION 2

Subject to the provisions of other county procedures and regulations and applicable State laws, the appropriations authorized shall constitute authorization for the department or office listed to make expenditures or incur obligations from the itemized fund effective July 1, 2015.

## SECTION 3

In accordance with Section 331.437, 2015 Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditures or monies for any purpose in excess of the amounts appropriated pursuant to this Resolution.

## SECTION 4

If at any time during the 2015-2016 budget year the County Auditor shall ascertain that the available resources of a fund for the year will be less than said funds total appropriations, he/she shall immediately so inform the Board of Supervisors and recommend the appropriate corrective action.

## SECTION 5

The County Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of appropriations, the amounts charged thereto, and the unencumbered balance. The County Auditor shall report the status of such accounts to the applicable departments and officers monthly during the 2015-2016 budget year.

## SECTION 6

The Board approves FY 2016 funding for Elderbridge, Regional Transit, Upper Des Moines Opportunity, Discovery House, and West Bend Historical Society and Five Island Lake Board.

## SECTION 7

All appropriations authorized pursuant to this Resolution lapse at the close of business on June 30, 2016. The above Resolution was passed and adopted with all Supervisors voting aye in a roll call vote.

The above Resolution adopted by the Palo Alto County Board of Supervisors. Voting in favor thereof: Noonan, Wirtz, Graettinger, Solberg, Merrill.

The chairperson declared the Resolution duly adopted.

Motion was made by Ron Graettinger and seconded by Keith Wirtz to approve the following Resolution. Motion carried.

### **RESOLUTION 6-23-2015 (B)**

WHEREAS, it is desired to authorize the County Auditor to periodically transfer sums from the Rural Services Basic Fund to the Secondary Road Fund during the 2015-2016 budget year, and

WHEREAS, said transfers must be in accordance with Section 331.432 and 331.429, 2015 Code of Iowa,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Palo Alto County, Iowa as follows:

## SECTION 1

That the total maximum transfer from the Rural Services Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2015 shall not exceed the sum of \$1,435,170.

## SECTION 2

That within five days of being notified of the apportionment of current property taxes, delinquent tax, State replacements against levied property taxes, mobile home taxes, military services tax credit replacements to the Rural Services Basic Fund, the County Auditor shall order a transfer from said fund to the Secondary Road Fund.

## SECTION 3

That the amount of the transfer required by Section 2 shall be equal to the apportionment made under Section 2 to the Rural Services Basic Fund, respectively, multiplied by the ratio of .76044 of the said funds total maximum transfer to the

Secondary Road Fund, to the sum of the said funds total current property tax levy, total delinquent tax, total mobile home taxes and total military service tax credit replacements.

SECTION 4

That notwithstanding the provisions of Section 2 & 3 of this Resolution the total transfers to the Secondary Road Fund shall not exceed the amounts specified in Section 1.

SECTION 5

That notwithstanding the provisions of Section 2 & 3 the amount of any transfer shall not exceed available fund balances in the transferring fund.

SECTION 6

That the Auditor is directed to correct his/her books when said operating transfers are made and to notify the County Treasurer and County Engineer of the amounts of said transfers.

The above Resolution was passed and adopted by the Palo Alto County Board of Supervisors. Voting in favor thereof: Noonan, Wirtz, Graettinger, Solberg, Merrill.

The Chairperson declared the Resolution duly adopted.

Motion by Wirtz, seconded by Graettinger to change levy on Drainage District 923 Lateral 2 Open Ditch from 5% to 12% for additional repairs completed (previously approved May 26<sup>th</sup>, 2015). Motion Carried.

Motion was made by Ed Noonan and seconded by Linus Solberg to re-levy the following Drainage Districts a percent of the original assessment to pay for outstanding warrants and claims. Motion Carried.

<u>Drainage District</u>	<u>Percent of Original Assessment</u>	<u>Dollars of Levy</u>
DD 7 Main Tile	936%	\$339,846.69 (20 year waivers)
DD 7 Main Spec wet	100%	\$28,000 (20 year waivers)
DD 7 Lateral 3 Tile	1804%	\$284,082.01 (20 year waivers)
DD 7 Lateral 3 Spec wet	100%	\$67,500 (20 year waivers)
DD 29 Lateral 7 Tile	1760%	\$287,907.49 (20 year waivers)
DD 29 Lateral 7 Spec wet	100%	\$1,000.00
DD 29 Lateral 10 Tile	1867%	\$337,457.06 (20 year waivers)
DD 29 Lateral 10 spec wet	100%	\$86,500 (20 year waivers)
DD 18 Main open	22%	\$14,004.17
DD 80 Lateral F open	93%	\$92,021.28 (10 year waivers)
DD 132	82%	\$21,042.42
DD 11(outlet charge Jt 21)	5%	\$513.00
DD North 15 (outlet charge Jt 21)	.4%	\$510.79

Levy Date: September 1, 2015

Carmen Moser, Auditor, and Greta Rouse, Clerk, gave a demonstration of the county website. The following committee reports were given: Ed Noonan-RIDES; Keith Wirtz-Grotto Board, Early Childhood; Ron Graettinger-Regional Governance Board. Craig Merrill gave update to the Board on North Grand drainage issue.

Motion by Graettinger, seconded by Noonan to approve claims and drainage claims for June 23<sup>rd</sup>, 2015. Motion Carried.

**General Basic Fund**

AHLERS & COONEY P.C.	Consultants	1854.00	
Bob Barker Co.	Household & Institutional	249.23	
Bauer Plumbing of Eburg	Buildings	7442.00	
BLUE LAKE WEBSITES ANITRA LARS	Stationery/Forms/Gen Ofc		1667.17
Bohl's Small Engine & Marine	Shop Equipment	1394.89	
Bomgaars	Park Maintenance & Suppli	210.08	
BROWNELLS, INC.	Motor Vehicle	175.94	
Dawn Buettner	Employee Mileage & Subs.	407.03	
Building Center	Buildings	816.29	
BUSINESS FORMS & SYSTEMS CO.	Stationery/Forms/Gen Ofc		500.30
Carpenter Uniform Co	Wearing Apparel & Uniform	172.46	
Carroll Cleaning Supply	Recreational Supplies	358.15	
Central Ia Juv Detention Ctr	Foster Family Home	1440.00	
Terry Chamberlain	Salary-Regular Employees	264.00	
CITY OF EMMETSBURG COMM.CENTER	Misc Expense		5000.00
Counsel Office & Document	Contract Carriers	82.66	
Creative Stitches	Conservation Board	108.00	
Crescent Electric Supply	Electrical Supp.& Parts	548.82	
Des Moines Stamp Mfg. Company	Stationery/Forms/Gen Ofc		31.80
E-Pride	Stationery/Forms/Gen Ofc	286.22	
Emmetsburg Ford	Motor Vehicle	28047.00	
E.M.U.	utilities	516.35	
Emmetsburg Publishing Co.	Board Proceedings	889.78	
EMS Auto	Minor Equip & Hand Tools	133.94	
Ernie Williams, Ltd	Agric/Hort. Services	1000.00	
Fareway	Misc Expense	35.42	
Ferguson Landscape	Permanent Landscaping	640.00	
FETROW REPORTING, INC.	Legal & Ct-Related Servic		47.50
FICK'S ACE HARDWARE	Fertilizer & Seed	387.74	
G T Enterprises	Board Proceedings	775.63	
Great Lakes Concrete	Buildings	332.00	
Hardware Hank	Minor Equip & Hand Tools	131.97	
Harris Sanitation	Sanitation & Disposal Ser	208.00	
Cheryl Harris	Educational/Training Serv	286.27	
TAMMY HORST	Park Maintenance & Suppli	700.00	
IA Dept of Nat Resources	Well Permit Fee to State	675.00	
IA Lakes Electric Coop	Electric Light & Power	851.74	
Iowa Lakes Regional Water	Water & Sewer	248.46	
IA Natural Heritage Fd	Land	21357.60	
IOWA NARCOTICS OFFICERS ASSOC	Other		100.00
Jackson Sports	Operating/Construction Eq	10400.00	
Daniel Jackson	Salary-Regular Employees	380.00	
NICK JACKSON	Wages-Temp, Pt. Time Empl	45.00	
Robin Jamison	Employee Mileage & Subs.	60.00	
Keltek Inc	Data Processing	6306.88	
King Excavation	Buildings	491.80	
Koenig Portable Toilets	Water & Sewer	75.00	
LITTLE SIOUX VALLEY CONSERVATI	Stationery/Forms/Gen Ofc		200.00
Debra M. McKeever, CSR,RPR MCK	Legal & Ct-Related Servic		364.50
MEDIACOM LLC	internet	126.68	
MidAmerican Energy	electricity	2393.82	
Carmen Moser	Employee Mileage & Subs.	220.00	
Joseph F. Neary	Employee Mileage & Subs.	210.50	
NORTHWEST BANK	Legal & Ct-Related Servic	50.00	
NOTEBOOM IMPLEMENT, LLC	Operating/Construction Eq		671.49
RAY O'HERRON CO., INC	Safety & Protect.Supplies	725.00	
Office Elements	Office Equip & Furniture	3836.00	
Palo Alto Co Comm Health Ser	Board of Health	5178.62	
Palo Alto Co Gun Club	Misc Expense	2081.25	
Palo Alto Co Health System	Educational/Training Serv	1575.00	
Palo Alto Co Sec Road	Agric/Hort. Services	1497.32	
Palo Alto Co Sheriff	Legal & Ct-Related Servic	168.35	
MIRIAM PATTON	Minor Equip & Hand Tools	45.09	
Performance Car & Truck	Other	1395.00	
PITNEY BOWES	Postage & Mailing	1076.82	

Polk County Sheriff's Office	Legal & Ct-Related Servic	46.15
Prairie Lakes AEA	Stationery/Forms/Gen Ofc	58.66
The Print Shop	Office & Data Processing	90.12
Pro Cooperative	Natural & LP Gas, Fuel Oi	536.13
Quick Supply Co	Permanent Landscaping	335.70
Quill Corporation	Stationery/Forms/Gen Ofc	125.95
RCC VILLA ATTN: REGINA REYNOL	Rent Payments	100.00
Eric Ring	Employee Mileage & Subs.	8.76
River Valley Telecommunication	Telecommunications Serv.-	290.16
Ruthven Coop Oil Co	Natural & LP Gas, Fuel Oi	84.00
City of Ruthven	Utilities Payments	75.31
The Schneider Corporation	Misc Expense	5737.50
Lynn Schultes	Employee Mileage & Subs.	26.00
Schumacher Elevator Company	Fixed Plant Equipment	227.98
SLASH POINT SALES	Stationery/Forms/Gen Ofc	27.95
Solutions Inc.	services	1010.00
STAPLES CREDIT PLAN	Stationery/Forms/Gen Ofc	854.82
STATE HYGIENIC LABORATORY	Engineering Services	87.50
CLIFFORD STEFFEN	Buildings	200.00
THE PRAIRIE FLOWER	Fertilizer & Seed	109.25
The Shop	Motor Vehicle	37.10
U.S. Postal Service	Postage & Mailing	49.00
US Postal Serv	Postage & Mailing	2000.00
VANDER WERFF & ASSOC., INC.	Land	1850.00
VISA	Postage & Mailing	2665.81
Wentzel's True Value	Shop Equipment	204.83
Jeremy Wickman	Wearing Apparel & Uniform	90.31
Windstream	phone	498.83
WOODFORD EQUIPMENT	Operating/Construction Eq	477.53
WOODWARD YOUTH CORPORATION % F	Foster Family Home	513.15
<b><u>General Supplemental Fund</u></b>		
E.M.U.	utilities	34.65
MidAmerican Energy	electricity	28.78
US Postal Serv	Postage & Mailing	2500.00
<b><u>MH-DD Services Fund</u></b>		
Maureen Sandberg	Employee Mileage & Subs.	54.50
U.S. Postal Service	Postage & Mailing	49.00
Windstream	phone	161.51
<b><u>Rural Services Basic Fund</u></b>		
ALL STATE TRAILER SALES	Equipment	15000.00
Bomgaars	Safety & Protect.Supplies	380.84
Horizons Unlimited	Sanitation & Disposal Ser	2166.83
IA Lakes Electric Coop	Electric Light & Power	248.17
Palo Alto Co Sec Road	Fuels	986.24
City of Spencer	Sanitation & Disposal Ser	20264.45
Windstream	phone	105.57
<b><u>Co.Attorney Collections Fund</u></b>		
PITNEY BOWES	Misc Expense	75.06
Thomson Reuters West Payment C	Misc Expense	368.90
Windstream	phone	292.99
<b><u>Secondary Road Fund</u></b>		
Alliant Energy	Engineering Services	31.10
American Concrete	Engineering Services	1282.50
City of Ayrshire	Engineering Services	29.00
Barco Municipal Products, Inc.	Engineering Services	704.19
Bomgaars	Engineering Services	12.99
Crimmins Radiator Company	Engineering Services	2242.00
City of Cylinder	Engineering Services	15.00
Deitering Bros Inc	Engineering Services	213.12
Don's Truck Sales Inc	Engineering Services	53.21
Electronic Specialties	Engineering Services	322.50
Emmet County Engineer	Engineering Services	10078.10
City of Emmetsburg	Engineering Services	53.00
E.M.U.	Engineering Services	88.71
Fox International, Inc.	Engineering Services	7.21
G&K Services	Engineering Services	56.00

David Geerdes	Engineering Services	292.50
Great Lakes Concrete	Engineering Services	8464.50
I Wireless	Cell phone for GPS Equipm	86.70
IA Dept Transportation	Engineering Services	56.00
IA Drainage District Assn c/o	Engineering Services	200.00
J.B. Mertz & Sons Inc	Engineering Services	12483.60
Martin Marietta Agg	Engineering Services	11463.34
Metal Culverts Inc.	Engineering Services	21972.00
MidAmerican Energy	Engineering Services	412.72
Newman Traffic Signs	Engineering Services	350.44
Pro Cooperative	Engineering Services	24094.43
Productivity Plus Account Tita	Engineering Services	295.65
Scott Van Keppel	Engineering Services	89.61
Solutions Inc.	Engineering Services	249.55
Staples Credit Plan	Engineering Services	183.41
Ziegler Inc	Engineering Services	1108.08

**Bond #4 Cap. Proj. Sec. Roads**

Dorsey & Whitney LLP Attorneys	Roads	1863.75
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**Emergency Mgmnt Agency**

Palo Alto Co Sec Road	Parts	104.49
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**E911 Surcharge Fund**

Verizon	phone service	3.56
Windstream	phone	80.44

**Drainage Claims**

Valley Contracting Inc	DD 5 Open Est. 1 Repairs	\$25,294.50
Fred W. Brattmiller, Jr.	DD 6 Open Repairs	\$400.00
Hudson Law Firm	DD 61 Lat B Tile Atty Fees	\$158.50
Emmetsburg Publishing Co.	DD 64 Pub Exp	\$63.68
Valley Contracting Inc	DD 159 Open Est. 1 Repairs	\$2,430.00
Emmetsburg Publishing Co.	DD 7 Lat 2 Pub Exp	\$57.94

Motion by Wirtz, seconded by Noonan to adjourn. Motion Carried.

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Craig Merrill, Chairman

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Carmen Moser, County Auditor