

Courthouse  
Emmetsburg, Iowa  
October 26, 2021, 8:00 a.m.

The Palo Alto County Board of Supervisors met in regular session. Members present: Linus Solberg, Chair; Ronald Graettinger, Roger Faulstick, Craig Merrill, Keith Wirtz. Present: Natalie Henriksen, Reporter/Democrat.

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

Motion by Faulstick, 2nd by Wirtz to approve the agenda for October 26, 2021. Motion Carried.

Motion by Graettinger, 2nd by Wirtz to approve the minutes for October 19, 2021. Motion Carried.

No one was present for public comment.

Kent Malm, Weed Commissioner, met with the Board to present the 2021 weed commissioner report for Palo Alto County. Motion by Merrill, 2<sup>nd</sup> by Graettinger to approve the weed commissioner report for 2021 for Palo Alto County. Motion Carried.

Sue Ruppert, County Recorder, met with the Board to present the Amendment to the 28E Agreement for Public Lands Records. Motion by Faulstick, 2<sup>nd</sup> by Merrill to introduce and approve Resolution:

The proposed amendment to the Electronic Services System 28E agreement, as approved by the Iowa County Recorders Association Executive Board and by the ESS Coordinating Committee on October 4, 2021, and as executed by Deb Kupka, Tama County Recorder and Chair of the ESS Coordinating Committee on October 11, 2021, is hereby approved by the Palo Alto County Board of Supervisors on October 26, 2021.

Ayes: Wirtz, Merrill, Faulstick, Graettinger, Solberg. Resolution Passed.

Motion by Graettinger, 2<sup>nd</sup> by Merrill to cancel the Board meeting for November 2<sup>nd</sup>, 2021; and to change the Board meeting to Monday, November 8<sup>th</sup>, 2021, from Tuesday, November 9<sup>th</sup>. Motion Carried.

Motion by Wirtz, 2<sup>nd</sup> by Merrill to set the 1<sup>st</sup> tier canvass of votes for the City/School Election on Monday, November 8, 2021, at 8:15 a.m. in the Courthouse Boardroom; and to set the 2<sup>nd</sup> tier canvass of votes for the City/School Election on Tuesday, November 16, 2021, at 8:05 a.m. in the Courthouse Boardroom. Motion Carried.

Committee Reports: Keith Wirtz—Early Childhood.

Rick Hopper, Jacobson-Westergard & Assoc. met with the Board to file the Annexation & Reclassification report for Drainage District No. 162.

Motion by Graettinger, 2<sup>nd</sup> by Wirtz to accept the annexation & reclassification reports for Drainage District No. 162 and to set the Annexation Hearing for November 23, 2021, at 9:00 a.m. in the Courthouse Boardroom and to set the reclassification hearing for November 23, 2021, at 9:05 a.m. in the Courthouse Boardroom. Motion Carried.

PROCEEDINGS TO SET DATE  
FOR HEARING AND LETTING

419285-14 (NHL)

Emmetsburg, Iowa

October 26, 2021

The Board of Supervisors of Palo Alto County, Iowa, met at the Courthouse Boardroom, Emmetsburg, Iowa, on October 26, 2021, at 9:15 o'clock a.m. The Chairperson presided and the roll being called, the following named Supervisors were present and absent:

Present: Linus Solberg, Keith Wirtz, Craig Merrill, Roger Faulstick, Ron Graettinger.

Absent: None.

The Board took up and considered the proposed Palo Alto County Public Safety Center Project (Contracts 1-6). Supervisor Craig Merrill introduced the resolution next hereinafter set out and moved its adoption, seconded by Supervisor Ron Graettinger. After due consideration thereof by the Board, the Chairperson put the question upon the adoption of the said resolution and the roll being called, the following named Supervisors voted:

Ayes: Wirtz, Merrill, Faulstick, Graettinger, Solberg.

Nays: none.

Whereupon, the Chairperson declared the said motion duly carried and the said resolution adopted, as follows:

RESOLUTION NO. 10-26-2021

Resolution to provide for a notice of hearing on proposed plans, specifications, forms of contract and estimate of cost for the Palo Alto County Public Safety Center Project (Contracts 1-6), and the taking of bids therefor

WHEREAS, it has been proposed that the Board of Supervisors of Palo Alto County, Iowa (the "County"), undertake the authorization of a public improvement to be constructed as described in the proposed plans and specifications and forms of contract prepared by Weidner Architecture LLC, the project architect, and Midwest Construction Consultants, the construction manager (the "Construction Manager"), which may be hereafter referred to as the "Palo Alto County Public Safety Center Project (Contracts 1-6)" (and is sometimes hereinafter referred to as the "Project"), which proposed plans, specifications, notice of hearing and letting, and forms of contract and estimate of cost (the "Contract Documents") are on file with the County Auditor; and

WHEREAS, it is necessary to fix a time and place of a public hearing on the Contract Documents and to advertise for sealed bids for the Project;

NOW, THEREFORE, Be It Resolved by the Board of Supervisors (the "Board") of Palo Alto County, Iowa, as follows:

Section 1. The Contract Documents referred to in the preamble hereof are hereby approved in their preliminary form.

Section 2. The Project is hereby determined to be necessary and desirable for the County, and, furthermore, it is hereby found to be in the best interests of the County to proceed toward the construction of the Project.

Section 3. November 30, 2021, at 9:00 a.m., at the Palo Alto County Courthouse in the Supervisor's Conference Room, Emmetsburg, Iowa, is hereby fixed as the time and place of hearing on the Contract Documents.

Section 4. The County Auditor is hereby authorized and directed to publish notice (the "Notice of Hearing") of the hearing on the Contract Documents for the Project in a newspaper of general circulation in the County, which publication shall be made at

least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing. The Notice of Hearing shall be in substantially the following form:

(Form of Notice of Hearing)

**NOTICE OF PUBLIC HEARING ON PROPOSED PLANS,  
SPECIFICATIONS, FORMS OF CONTRACT AND ESTIMATE OF  
COST FOR THE PALO ALTO COUNTY PUBLIC SAFETY CENTER  
PROJECT (CONTRACTS 1-6) FOR PALO ALTO COUNTY, IOWA.**

Notice Is Hereby Given: That at 9:00 a.m., at the Palo Alto County Courthouse in the Supervisor's Conference Room, Emmetsburg, Iowa, on November 30, 2021, the Board of Supervisors of Palo Alto County, Iowa (the "County") will hold a public hearing on the proposed plans and specifications, forms of contract and estimate of cost (the "Contract Documents") for the proposed Palo Alto County Public Safety Center Project (Contracts 1-6) (the "Project").

The Project includes the construction of the new facility for the Sheriff's Department, E-911, jail and support areas located at 2002 10<sup>th</sup> Street, Emmetsburg, Iowa 50536. The new Public Safety Center will be approximately 17,310 square feet to accommodate administrative offices, E-911, jail and support areas. The primary components of the building consist of precast panels, masonry block and metal studs. The building will accommodate an 18 bed jail with expansion capability of 18 beds within the existing facility which will be bid as alternates to the Project.

Detailed information regarding the physical elements of the Project is available for inspection at the office of the County Auditor. A copy of the proposed Contract Documents is also on file for public inspection in the office of the County Auditor.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matter of the hearing.

This notice is given by order of the Board of Supervisors of Palo Alto County, Iowa.

Carmen Moser  
County Auditor

Section 5. The Board of Supervisors hereby delegates to the County Auditor the duty of receiving bids for the construction of the Project before 3:30 p.m. on November 23, 2021, at the Palo Alto County Courthouse, Emmetsburg, Iowa. At such time and in the Supervisor's Conference Room, the Board hereby delegates to the County Auditor and/or the Construction Manager the duty of opening and announcing the results of the bids received. November 30, 2021, at 9:00 a.m., at the Palo Alto County Courthouse in the Supervisor's Conference Room, Emmetsburg, Iowa, is hereby fixed as the time and place that the Board will consider the bids received by the County Auditor in connection therewith.

Section 6. The amount of the bid security to accompany each bid is hereby fixed at 5% of the total amount of the bid.

Section 7. The County Auditor and/or the Construction Manager is hereby directed to give notice of the bid letting for the Project by posting a notice (the "Notice to Bidders") at least once, not less than thirteen (13) and not more than forty-five (45) days prior to the date set for receipt of bids, in each of the following three places: (i) in a relevant contractor plan room service with statewide circulation; (ii) in a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the County or a statewide association that represents the County, and all action heretofore taken in this regard is hereby ratified and affirmed. The Notice to Bidders shall be in substantially the following form:

(Form of Notice to Bidders)

**NOTICE OF BID LETTING**  
**Palo Alto County Public Safety Center**  
**Palo Alto County Board of Supervisors**  
**Emmetsburg, Iowa**

The Palo Alto County Board of Supervisors, Emmetsburg, Iowa, will receive bids for the Palo Alto County Public Safety Center located at 2002 10<sup>th</sup> Street, Emmetsburg, Iowa 50536. The project includes the construction of the new facility for the Sheriff's Department, E-911, Jail and support areas. Plans will be on file with the Palo Alto County Auditor and available through the Construction Manager, Midwest Construction Consultants at 319-469-7320 or by email [midwestplan@iowatelecom.net](mailto:midwestplan@iowatelecom.net).

Sealed bids for the project must be filed with the Palo Alto County Auditor at the Palo Alto County Courthouse, at 1010 Broadway Street, Emmetsburg, Iowa 50536, before Tuesday, November 23, 2021 before 3:30 p.m. Local Time. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidders unopened.

All bids shall be made on forms furnished by the County, and must be enclosed in a separate sealed envelope and plainly identified. Each proposal shall be accompanied by a bid bond, cashier's or certified check or a credit union certified share draft, in a separate sealed envelope in an amount equal to Five percent (5%) of the total amount of the proposal. The certified or cashier's check shall be drawn on a bank in Iowa or a bank chartered under the laws of the United States or said certified share draft should be drawn on a credit union in Iowa or chartered under the laws of the United States; and such check or share draft shall be made payable to the Palo Alto County Auditor as security that if awarded a contract by resolution of the Palo Alto County Board of Supervisors, the bidder will enter into a contract at the prices bid and furnish the required Performance and Payment Bond and Certificate of Insurance. The certified or cashier's check or certified share draft may be cashed if the Contractor fails to enter into a contract, or fails to provide a certificate of insurance on the form provided in the specifications, within ten (10) days after the acceptance of the Contractor's proposal by resolution of the Palo Alto County Board of Supervisors. No successful bidder may withdraw a proposal within sixty (60) days after the date set for opening bids.

Sealed bids for Bid Package I - Contracts 1 - 6 will be publicly opened and read aloud at the Palo Alto County Courthouse in the Supervisor's Conference Room, at 1010 Broadway Street, Emmetsburg, Iowa 50536, on Tuesday, November 23, 2021 at 3:35 p.m. Local Time. Bids will be considered by the Board of Supervisors at 9 AM on the 30th day of November, 2021 at the Palo Alto County Courthouse Supervisor's Conference Room located at 1010 Broadway Street, Emmetsburg, Iowa 50536.

The extent of the work on this project is the furnishing of all labor, equipment, and materials for the construction of improvements in Palo Alto County generally described as follows:

The new Public Safety Center will be built on the existing site which will be approximately 17,310 square feet to accommodate administrative offices, E-911, jail and support areas. The primary components of the building consist of precast panels, masonry block and metal studs. The building will accommodate an 18 bed jail with expansion capability of 18 beds within the existing facility which will be bid as alternates to the project.

Bid Package I will consist of multiple prime contracts. Bidders may submit proposals on individual prime contracts or multiple prime contracts on the combined bid form.

- Contract 1 General Construction
- Contract 2 Security Metal Doors, Frames, Hardware, Equipment & Security Electronics
- Contract 3 Plumbing
- Contract 4 HVAC
- Contract 5 Electrical / Security Electronics Conduit & Wiring
- Contract 6 Fire Sprinkler

Work under the Contracts for this Bid Package shall commence within seven (7) days of the written "Notice to Proceed" and shall be fully completed and ready for Owner occupancy pursuant to the Construction Schedule but in no event later than March, 2023.

Each successful Bidder will be required to furnish Performance and Payment Bonds in the amounts equal to one hundred percent ( 100%) of the contract amount.

The Palo Alto County Board of Supervisors reserves the right to defer acceptance of any proposal for a period not to exceed sixty (60) calendar days after the date bids are to be received.

By virtue of statutory authority and to the extent required by state law, a preference will be given to products and provisions grown and coal produced within the State of Iowa.

The Palo Alto County Board of Supervisors reserves the right to reject any or all bids and to waive informalities and irregularities.

Carmen Moser  
Palo Alto County Auditor

Section 8. All provisions set out in the attached forms of notice are hereby recognized and prescribed by the Board of Supervisors and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved October 26, 2021.

/s/LJ Solberg, Chairperson, Board of Supervisors

Attest:

/s/Carmen Moser, County Auditor

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On motion and vote, the meeting adjourned.

/s/LJ Solberg, Chairperson, Board of Supervisors

Attest:

/s/Carmen Moser, County Auditor

Motion by Graettinger, seconded by Faulstick to approve the claims and drainage claims for October 26, 2021. Motion Carried.

**General Basic Fund**

Bauer Plumbing & Heating Inc.	Parts	5122.00
Bomgaars	Minor Equip & Hand Tools	58.98
Brew Oil LLC	Cash Allowances	20.00
Brown Winick ATTN: Accounts Re	Consultants	652.50
Canon	Photocopy & Dup. Serv.	166.00
Central Ia Juv Detention Ctr	Crisis Stab Comm Based Se	3658.00
Central Iowa Distributing Inc	Custodial Supplies	403.50
Del's Garden Center	Park Maintenance & Suppli	5632.00
E-Pride	Stationery/Forms/Gen Ofc	152.31
E.M.U.	utilities	222.42
Emmetsburg Publishing Co.	Stationery/Forms/Gen Ofc	114.75
Fareway	Food & Provisions	1193.27
Graettinger Times	Official Pub & Legal Noti	871.29
Harris Sanitation	Sanitation & Disposal Ser	360.00
Peter C Hart	Postage & Mailing	7.95
IA Lakes Electric Coop	Electric Light & Power	1590.00
Iowa Lakes Regional Water	Water & Sewer	454.07
K & W Electric, Inc.	Park Maintenance & Suppli	740.40
Lake Mills Motor Sports II	Park Maintenance & Suppli	16946.00
Loffler Companies - 131511	Office & Data Processing	230.88
Martin-Mattice Fun. Home	Funeral Services	2850.00
MEDIACOM LLC	Telecommunications Serv.-	200.03
MidAmerican Energy	electricity	1467.45
Tim Naig	Engineering Services	493.38
NSG,LLC Norgaard Sand & Gravel	Park Maintenance & Suppli	315.31
North Iowa Lumber & Design,Inc	Permanent Landscaping	535.50
Northwest Communications	Telecommunications Serv.-	209.90
Palo Alto Co Sec Road	Agric/Hort. Services	3555.99
Quill Corporation	Stationery/Forms/Gen Ofc	58.24
River Valley Telecommunication	Telecommunications Serv.-	330.47
Susan Ruppert	Employee Mileage & Subs.	659.05
RUTHVEN ROCKS & CACEK TRUCKING	Permanent Landscaping	1462.50
Ruthven Zipcode	Official Pub & Legal Noti	246.88
Sherwin Williams	Park Maintenance & Suppli	123.43
SLASH POINT SALES	Stationery/Forms/Gen Ofc	250.00
Solutions Inc.	services	530.90
Swanson Hardware	Minor Equip & Hand Tools	126.43
Dennis Thompon	Engineering Services	359.63
VISA	Permanent Landscaping	1407.30
West Bend Journal	Official Pub & Legal Noti	249.77
Windstream	phone	252.55
WOODFORD EQUIPMENT	Park Maintenance & Suppli	8102.55
Ryan Yager	Engineering Services	434.53

**General Supplemental Fund**

E-Pride	Stationery/Forms/Gen Ofc	48.24
ELECTION SYSTEMS & SOFTWARE	Stationery/Forms/Gen Ofc	5455.41
Beverly Goodchild	Election Officials	108.00
Anna McDevitt	Election Officials	95.00
MidAmerican Energy	electricity	34.64
JUDY MILLER	Election Officials	108.00

PATRICIA MOLITOR	Election Officials	111.00
Jordan Morey	Election Officials	39.50
Carmen Moser	Election Officials	37.00
NORTH CENTRAL REGIONAL EMERGEN	Dues & Memberships	7159.96
Marcia Ruehle	Election Officials	111.50
JULIE SCHONING	Election Officials	112.00
SEAT TREASURER C/O ISAC	Educational/Training Serv	200.00
<b><u>American Rescue Plan Act 2021</u></b>		
Midwest Technology ServicesLLC	Misc Expense	75.00
<b><u>Rural Services Basic Fund</u></b>		
Dakota Fluid Power Branch 10	Miscellaneous Repair	7969.73
IA Lakes Electric Coop	Electric Light & Power	176.90
Northern Rolloff	Sanitation & Disposal Ser	2540.00
Palo Alto Co Extension Office	Educational/Training Serv	70.00
Palo Alto Co Sec Road	Fuels	1005.41
Rooney's Auto & Custom Exhaust	Motor Vehicle Equipment	26.19
Rouse Tire and Repair, LLC	Equipment	165.00
Shamrock Recycling, Inc	Sanitation & Disposal Ser	2537.62
City of Spencer	Sanitation & Disposal Ser	25313.97
Windstream	phone	60.63
<b><u>Secondary Road Fund</u></b>		
Alliant Energy	Engineering Services	137.29
Arnold Motor Supply ATT: Sue	Engineering Services	365.69
Cintas	Engineering Services	134.58
Deitering Bros Inc	Engineering Services	982.45
Don's Truck Sales Inc	Engineering Services	599.23
City of Emmetsburg	Engineering Services	58.97
E.M.U.	Engineering Services	76.24
Force America Distributing,LLC	Engineering Services	118.07
Graettinger Times	Engineering Services	150.00
IA Great Lakes Doors, Inc.	Engineering Services	514.10
IA Lakes Electric Coop	Engineering Services	26.36
IA Div of Criminal Inv. Suppor	Engineering Services	15.00
Kirkham Michael	Engineering Services	319.80
KRISTAT AUTO PARTS LLC	Engineering Services	43.64
MidAmerican Energy	Engineering Services	94.39
MSC INDUSTRIAL SUPPLY CO	Engineering Services	103.81
North Iowa Lumber & Design, Inc	Engineering Services	70.98
NUSS TRUCK & EQUIPMENT	Engineering Services	431.92
Palo Alto Co Extension Office	Engineering Services	105.00
Palo Alto Co Health System	Engineering Services	272.00
Peterson Contractors Inc PCI	Engineering Services	122232.10
Ruthven Coop Oil Co	Engineering Services	21977.05
SLASH POINT SALES	Engineering Services	125.00
Solutions Inc.	Engineering Services	74.75
Staples Credit Plan	Engineering Services	111.29
Swanson Hardware	Engineering Services	43.98
West Bend Journal	Engineering Services	75.00
City of West Bend	Engineering Services	92.81
WOODFORD EQUIPMENT	Engineering Services	419.71
Ziegler Inc	Engineering Services	830.43
<b><u>Emergency Mgmt Agency</u></b>		
Graettinger Times	Stationery/Forms/Gen Ofc	52.00
William Hunefeld	Educational/Training Serv	435.88
Palo Alto Co Sec Road	Parts	149.91
<b><u>E911 Surcharge Fund</u></b>		
Century Link	Engineering Services	262.08
William Hunefeld	Educational/Training Serv	259.22
IA Prison Industries	Addressing (Signs)	27.65
Windstream	phone	80.44
WINDSTREAM CABS ATTENTION: CAB	phone	8.82
<b><u>Drainage Claims</u></b>		
Bolton & Menk, Inc.	DD180 Lat1 eng	4475.00
Bolton & Menk, Inc.	DD48 MainOpen FEMA eng	317.50
Bolton & Menk, Inc.	DD61 MainOpen FEMA eng	19280.00
Bolton & Menk, Inc.	DD62 FEMA eng	2170.00
Bolton & Menk, Inc.	DD98 MainOpen FEMA eng	582.50
Bolton & Menk, Inc.	DD98 Sub1 FEMA eng	515.00
D D Jt 13 Tile	transfer pay stamped warr	17828.48
D D 23 Lat 16-19	transfer DD23 Main Tile	8055.00
D D 23 Main Open	transfer DD23 Main Tile	66645.52
D D 29 Lower Main Tile	transfer DD29LowMainTile	8361.98
D.D. 175	transfer common outlet	1408.99
Pocahontas County Auditor	DD Jt 85 mailings	3.93
Pocahontas County Auditor	DD Tri Jt 73 mailings	6.27
Pocahontas County Auditor	DDJt13 Tile mailings	9.24
Reutzel Excavating Inc	DD61 MainOpen pay#4	218988.90

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

Linus Solberg, Chairman

Carmen Moser, County Auditor