

Approved Minutes Emmet County Board of Supervisor Minutes
June 16, 2020 at 9:00 a.m.
Regular Meeting
Board Room, Courthouse

Present: John Pluth, Chair
Jeff Quastad Vice-Chair
Roger Hash
Tim Schumacher
Todd Glasnapp

Absent:

Meeting ID: 836 5533 0088

Password: 408277

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The Board toured the Christensen Building at Iowa Lakes Community College (Surge Site) prior to their regular Board meeting.

Chairman Pluth called the meeting to order. The Board and those present recited the Pledge of Allegiance. Motion by Schumacher, second by Glasnapp to approve the minutes from last week's meeting also approving them for publication. All ayes, motion carried.

During Public Forum, Roy Gage and Randy Colsrud asked the Board for their consideration to take the smell threshold from a seven to a four. Toby Polkinghorne, General Manager and Dale Bednarek, COO represented Central Bi-Products. Polkinghorne from Central Bi-Products said the seven was an isolated incident caused by a machinery malfunction. After discovering the malfunction, incoming product diverted from the plant. He also shared that there has not been a seven in a year and a half. Central Bi-Products will be investing in some new technology, which is a surge tank. The equipment is ordered but has a six to eight week lead-time. Chairman Pluth asked if number readings could be added to the reports. Polkinghorne said they could add the numbers.

Deads are only allowed if capacity allows at the plant and maybe only one load at a time.

Randy Colsrud addressed the Board. Colsrud said he has lost clients due to the odor and he is frustrated.

Central Bi-Products will take the suggestion back to Corporate to see what they say.

Emmet County Attorney, Melanie Summers Bauler presented the Departmental Head update on the re-opening of the Courthouse. Updates include:

- Opening the Courthouse on July 1, 2020. Those entering would enter the west door and take their temperature, wear masks and proceed to the Department they need.
- EMA Director, Travis Sheridan and Public Health Nurse, Kathy Preston were going to check with the company on the Thermascan issues.
- Department Heads will continue to meet and evaluate each Monday morning.

Quastad indicated that he feels that we should go the next stage. Schumacher asked if that decision could be made next Tuesday after meeting with the Department Heads on Monday to discuss. The Board will meet with the Department Heads on Monday morning to discuss.

Emmet County Conservation Director, Eric Anderson representing the Emmet County Conservation Board, Emmet County Attorney, Melanie Summers Bauler and Paul Peterson discussed the future of the Peterson Point property. Family members are interested in the property and keeping its historical value. Bauler indicated that according to Iowa Code 331.361 – The Board shall not gift real property without it being used for public purpose. Once it is no longer used for public purpose, it come back to the County. Paul Peterson said that family member Stacy is interested in keeping the property on the historic registry and would also like to live on the property and be a caretaker.

Pluth shared that the Board would like to see the property maintained. Eric Anderson shared improvements that the Conservation Board made to the property over the years and the current state of the property. Summers Bauler suggested that the family put together a plan and present it in order to proceed.

Emmet County Attorney, Melanie Summers Bauler, Michele Howing, Victim Witness Coordinator and Jessica Trobaugh from the Iowa State Association of Counties ICACMP Project presented information regarding a Karpel Case Management Software system. Some highlights of the Karpel system are as follows:

- Document Digitization in a cloud based system. Allows Attorney's office to access from anywhere.
- It has a Victim Witness component that would make compliance easier.
- The system would not require any server space.
- Seamless updates for the life of the software.
- Reminders are sent to the Attorney's office regarding all upcoming deadlines.

The installation cost is \$15,560 and annual costs would be \$9,400. The Attorney's office would utilize \$6,000 of their collection funds in this fiscal year and the rest out of the next fiscal year. Summers Bauler indicated that the Attorney's office would utilize collection funds if available.

Trobaugh is also applying for a grant that could potentially get \$8,000 towards the project.

Only four or five counties do not have some form of case management software in Iowa. Magistrate Dave Forsyth joined the meeting and he shared that he found it unbelievable to find out that Emmet County does not have any form of software due to the high volume of cases that Emmet County has. Emmet County has about double the caseload as Palo Alto.

Motion by Schumacher, second by Glasnapp to enter into the contract for the Karpel software. All ayes, motion carried.

Emmet County Engineer, Walter Davis-Oeth presented a road report. He reported that paving started today on the Tuttle Lake Road and may potentially be done by Friday. They are doing both lanes at once. He also reported that crews graveling quite a bit and doing some edging. He also reported that they tried a bump leveler on A16 and did not work so well. He is also hoping for a response from J-Craft by the end of the week.

Emmet County Public Health Nurse, Kathy Preston and the Board discussed the tour of the Christensen Building that is presently being utilized as a temporary Surge site and wanting to make the arrangement permanent. Quastad indicated that he would like to see City involvement in the project also. Avera Holy Family Hospital has committed half of the funds needed and the expenditure could potentially be partially recovered under the CARES act. Motion by Hash, second by Glasnapp to commit funds to the project. All ayes, motion carried.

Preston shared that she had contacted the Thermascan Company and they indicated that the unit should not be doing what it is doing.

Motion by Quastad, second by Hash to go into closed session pursuant to IA Code 21.5(i). Roll Call Vote: Ayes: Schumacher, Hash, Quastad, Glasnapp and Pluth. Nays: none.

Motion by Quastad, second by Schumacher to come out of closed session. Roll Call Vote: Ayes: Schumacher, Hash, Quastad, Glasnapp and Pluth. Nays: none. There was no action taken during the closed session.

Emmet County Auditor, Amy M. Sathoff presented a three-year contract with Cost Advisory Services, Inc. Cost Advisory Services has not increased their fee for preparing the County's Annual Cost Allocation Plan required to obtain reimbursement for costs associated with the Department of Human Services. Cost per year would be \$4,125. Motion by Hash, second by Quastad to approve the contract as presented. All ayes, motion carried.

Motion by Quastad, second by Hash to appoint Carson Glasnapp and Brad White to the Emmet County Board of Adjustment. All ayes, motion carried.

Motion by Glasnapp, second by Schumacher to appoint Tammy Fredericksen to the Emmet County Planning & Zoning Commission. All ayes, motion carried.

Auditor's Assistant, Colleen Anderson recorded the minutes of the closed session while Auditor Sathoff was called away.

Emmet County Auditor and Commissioner of Elections, Amy M. Sathoff returned to the meeting and presented the June 2, 2020 Primary Election, Post-Election Audit Auditor Certification to the Board. Code requires this Certification to be filed with the Secretary of State and the Board of Supervisors. Sathoff reported that the Post-Election Audit presented that the precinct audited this time was the Absentee Precinct and during the Audit, precinct workers compared totals from Election Day by running the ballots thru the M100 machines again and comparing the totals. Sathoff was pleased to report that the results were a perfect match.

Motion by Quastad, second by Schumacher, to pay the following joint drainage district claim and forward to Palo Alto for approval:

District	Vendor	Amount	Description
EPA 21 Line B Lat 1 OD	B&B Farm Drainage	\$2,658.00	Repair

All ayes, motion carried.

Motion by Quastad, second by Schumacher, to pay the following joint drainage district claim and forward to Palo Alto for approval:

District	Vendor	Amount	Description
EPA OD Line B	B&B Farm Drainage	\$10,632.00	Repair

All ayes, motion carried.

The Board reviewed the following Manure Management Plans:

Owner	Facility Name	Facility ID#
David Oleson	D&P Hogs Inc #2	58993
Calvin Bremer	Bremer Calvin	62200

Quastad discussed a drainage issue in DD68 by Dolliver in Section 18 of Iowa Lake Township. Glasnapp will also take a look at the situation and figure out best route to access the problem area and resolve the drainage issue.

Quastad discussed with the Board a discussion he had with Aimee Devereaux, Environmental Health Specialist. Devereaux was wondering if the Board would consider making her a full time employee and then Palo Alto County would reimburse Emmet for her time. At this time, her vacation is pro-rated according to her hours worked in Emmet but Palo Alto does not offer that benefit. This would be much like how the Joint Engineer position was set up with Palo Alto County. Quastad will follow up and talk with the Palo Alto Board to see if they would consider it.

Chairman Pluth adjourned the meeting at 12:15 pm.

Amy M. Sathoff
Auditor & Clerk to Board of Supervisors

John Pluth
Chairman