

Unapproved Minutes Emmet County Board of Supervisors  
August 21, 2018  
Regular Meeting  
Board Room, Courthouse

Present: Bev Juhl, Chair  
John Pluth, Vice-Chair  
Jeff Quastad  
Roger Hash  
Tim Schumacher

Absent:

Juhl, Chair, called the meeting to order. A motion was made by Schumacher, seconded by Hash, to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

The Board set the public hearing date for the Jack Creek 17 Site, located in the NW ¼ of the NE ¼ of Section 17, Twp. 98N, Range 32 of Jack Creek Township. It was moved by Schumacher, seconded by Pluth to set the public hearing for the new construction site for September 11, 2018 at 9:30 a.m. All ayes, motion carried.

Walter Davis-Oeth, County Engineer, discussed a request presented to the Board from Black Hills Energy for an easement that requires Emmet County's signature. This would be a permanent easement situation so Black Hills Energy may finalize work on the Jerad Clabaugh farm at 3590 Hwy 9 Estherville, IA. This easement is from the farm tap on the Northern Natural Gas line on the County's property (TR in SW corner SW SW 4-99-34 and NW NW 9-99-34) to Clabaugh's property. This easement allows Black Hills Energy to have access to, and work on, the line and equipment that is on the County's property. Crystal Clabaugh, owner, was present. Schumacher stated that maybe the line could run along the edge of the property lines and not cut through the county's property. Davis-Oeth stated that Evan Peterson from Black Hills Energy would be coming up here towards the end of this week to discuss further this situation so nothing has to be done at this time. No action was taken.

Engineer Davis-Oeth presented Resolution #18-08 concerning the Procurement Policy for Secondary Roads. Davis-Oeth stated that this is for federal grant purposes and that Emergency Management would be susceptible to this too. Without having this in place, you are not eligible for federal grants. He stated it is a good policy to have. It was moved by Pluth, seconded by Schumacher, to adopt Resolution #18-08 for the Procurement Policy. Roll call vote was taken: Ayes: Schumacher, Hash, Quastad, Pluth and Juhl. Nays: None. All ayes, motion carried. Resolution #18-08 reads as follows:

## **Resolution #18-08**

EMMET COUNTY, IOWA  
PROCUREMENT POLICY

### **PURPOSE**

The purpose of this procurement policy is to ensure that sound business judgement is utilized in all procurement transactions and that supplies, equipment, construction and services are obtained efficiently and economically and in compliance with applicable federal and state law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

**(The full Resolution can be viewed on the County's website at [www.emmetcountya.com](http://www.emmetcountya.com). This Resolution can also be viewed in full at the Emmet County Engineer's office or the Emmet County Auditor's Office.)**

Walter Davis-Oeth, Emmet County Engineer, presented Resolution #18-09 concerning the Medical Emergency Leave Donation Policy for Secondary Roads. Davis-Oeth stated that this is strictly a voluntary policy and will be kept confidential. This policy is for a true medical emergency and when the employee has used up all his sick time, comp time and vacation time. If an employee is essentially, out of all time off, secondary roads' employees can donate vacation time and this donation will be kept confidential. It was moved by Quastad, seconded by Pluth, to adopt Resolution #18-09 for the Medical Emergency Leave Donation Policy for Secondary Roads. Roll call vote was taken: Ayes: Schumacher, Hash, Quastad, Pluth and Juhl. Nays: None. All ayes, motion carried. Resolution #18-09 reads as follows:

## **RESOLUTION #18-09**

Emmet County Secondary Roads Policy  
**Medical Emergency Leave Donation Policy**

Emmet County recognized that employees may have a family medical emergency resulting in a need for additional time off in excess of their available vacation, compensation and sick leave paid time off. To address this need, all eligible employees will be allowed to donate vacation time from their unused balance to their co-workers in need of paid time off in accordance with the policy below. This policy is strictly voluntary.

**(The full Resolution can be viewed on the County's website at [www.emmetcountya.com](http://www.emmetcountya.com). This Resolution can also be viewed in full at the Emmet County Engineer's office or the Emmet County Auditor's Office.)**

The Engineer also updated the Board on the bridge projects occurring in Emmet County. He stated that the setting of beams will happen this week at the Neppel Hill Bridge. He stated that this is quite a big step in this bridge project construction and will be quite interesting to watch.

Davis-Oeth stated that they are moving right along on the two bridges on N52. He stated that he believes the South bridge will be done before harvest time.

Engineer stated that the bridge inspector would be coming to Emmet County in the near future.

Davis-Oeth stated that they will get the roads fixed up again after the rain. He stated that they are planning to go through and review all the gravel roads. He also reassured the Board that he will remind his truck drivers to make sure trucks are free from rocks when hauling on roadways, so that there will be no rock throwing from the trucks.

The Board was presented a letter from Emergency Management asking for authorization to request funding from Walmart Foundation. The letter is verifying that Emmet County, Iowa is a certified government entity authorized by the Iowa Legislature in 1851 and formally organized in 1859. It was moved by Hash, seconded by Quastad, to have Board Chair sign the request for authorization for funding from the Walmart Foundation. All ayes, motion carried.

The Board set the public hearing date for the FY19 Emmet County Budget Amendment. It was moved by Schumacher, seconded by Pluth, to set the date and time for the public hearing for September 11, 2018, at 10:00 a.m. All ayes, motion carried.

The Board reviewed the Manure Management Forms (MMP) for the following:  
Neppel Finishers, Facility ID #58398; E-Hawk One, Facility ID#59815; R & K Swine Corporation, Facility ID #58170; Tirevold Roger Site 1 Facility #61252 and Tirevold Roger Site 2 #59016.

The Board reviewed Construction Permits from the DNR for the following facilities:  
Jack Creek Livestock Site Facility ID #68438, Section 8, Jack Creek Township.  
Denmark 32 Site Facility ID #70337, Section 32 of Denmark Township.

Quastad discussed a drainage issue from a landowner Thiel's driveway is washing out in Section 34 of Jack Creek Township; drainage district EPA#21. She has had rock hauled in to fix her driveway for the time being and would like help with the costs from the drainage district for the rock and hauling. No action was taken.

A motion was made by Hash, seconded by Quastad, to adjourn the meeting at 10:30 a.m. All ayes, motion carried.

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Colleen Anderson, Assistant to the Auditor

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Bev Juhl, Chair