

Approved Minutes Emmet County Board of Supervisors  
September 25, 2018 9:00 a.m.  
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 with all Board members present. Motion was made by Hash, seconded by Schumacher, to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

During public forum, the Board discussed more smell issues.

A letter for Board signature was presented to the Board by Michelle Howing, Emmet County Attorney's office, reapplying for federal grants, attesting that Howing can be the entity's administrator. It was moved by Quastad, seconded by Pluth, to move to sign the letter, assuming that it is legal to do so without item being on the Agenda. All ayes, motion carried.

Walter Davis-Oeth, Emmet County Engineer, presented the following two Resolutions for pre-risk assessment for federal relief. It was moved by Pluth, seconded by Quastad, to adopt Resolution #2018-11. All ayes, motion carried.

**RESOLUTION #2018-11  
EMMET COUNTY CONFLICT OF INTEREST POLICY**

**PURPOSE**

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR; Part 200.112; 24 CFR, and other applicable federal and state standards, regulations, and laws.

**APPLICATION**

This Code of Conduct applies to all officers, employees, or agents of Emmet County engaged in the award or administration of contracts supported by federal grant funds.

**REQUIREMENTS**

No officer, employee, or agent of Emmet County shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or
- d. An organization which employs, or is about to employ any of the above;

has a financial or other interest in the firm selected for award.

Emmet County officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

**REMEDIES**

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against Emmet County's officers, employees, or agents.

Passed and adopted this 25<sup>th</sup> day of September, 2018

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Bev Juhl, Chairman

ATTEST:

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Amy Sathoff, Auditor

It was moved by Hash, seconded by Schumacher to adopt Resolution #2018-12. All ayes, motion carried.

**RESOLUTION #2018-12**

## EMMET COUNTY REPORTING POLICY

### PURPOSE

The purpose of this Reporting Policy is to ensure that Emmet County complies with Code of Federal Regulations, 2 CFR, and Section 200.113 that requires reporting of violations of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal grant.

### POLICY

Emmet County departments and/or employees are required to disclose, in writing and in a timely manner, all violations of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal award. This requirement applies to violations involving Emmet County, its employees, and any sub-recipients of a federal grant.

If an Emmet County department or employee learns of a violation of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal grant, the department or employee must report the violation to the Emmet County Auditor (designated Emmet County contact). Reportable violations include not only those violations concerning Emmet County or its employees, but also include violations relating to sub-recipients of award monies.

The Emmet County Auditor is responsible for reporting the violation to the relevant federal agency in writing and in a timely manner.

Passed and adopted this 25<sup>th</sup> day of September, 2018

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Bev Juhl, Chairman

ATTEST:

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Amy Sathoff, Auditor

Davis-Oeth stated that these two Resolutions are keeping everything above board for federal regulations.

Davis-Oeth updated the Board on the area's three bridges. Concerning the N52 bridges, the South bridge will open soon, while the North bridge will not be open for a while. Things are delayed again on the Neppel Hill bridge, due to the high water. If progression goes as scheduled on this bridge, they could still get bridge paving done by the end of October. There could be some sort of possible opening for winter. It will stay closed, but may be passable with road section remaining closed.

He stated with last Thursday's wind damage, crews had to remove trees off some of the county's roads. None of Emmet County's Secondary Roads buildings reported any damage.

The Board reviewed the Homestead and Military Credit Applications. They also reviewed the disallowed credits. Those owners of disallowed credits will be sent a letter stating that their credit has been removed from their taxes. It was moved by Schumacher, seconded by Pluth, to approve the new Military and Homestead Tax Credit Applications as listed and also approve the disallowed credits. All ayes, motion carried.

It was decided to table the agenda item to sign the County Social Services, ICTS (Iowa Counties Technology Services) Business Associates Agreement with ISAC. This item will be moved to next week's agenda. The Board will have Doug Hansen, Emmet County Attorney, review this information.

Governor Reynolds will be issuing a proclamation recognizing National Voter Registration Month and Day. September is National Voter Registration month and today, Tuesday, September 25, 2018 is National Voter Registration Day. The goal is to ensure Iowa voters are aware of registration deadlines and requirements for participation in elections. The Secretary of State's Office said the easiest way for many Iowans to register to vote is online. It was moved by Pluth, seconded by Quastad, to have Board Chair Juhl sign the Proclamation. All ayes, motion carried.

The Board reviewed the Manure Management Forms (MMP) for:  
White Swan Farms LLC, Facility- Tirevold Finisher Farm #65440;  
Andrew Olson, Facility Name Andrew & Lorie Olson #59781;  
Andy Gerhardt, Facility Name Gerhardt Armstrong #59669.

The Board reviewed the Nutrient Management Plan for Clayton Eggers, Facility –Clayton Eggers Finisher #68159.

Also received for Board review from the DNR, was a Notice of Intent to Issue a Permit for Jack Creek 17 Site, Facility ID #70491.

Quastad received a report that there is water once again over Thiel's driveway again and she stated it is drainage district # 15 North's fault (Palo Alto's drainage district). The Engineer, Donald D. Etler, who did the engineering for this drainage district #15 north, is

looking into it and will get back to the Palo Alto County Board and Palo Alto Engineer, Davis-Oeth. Engineer will then share the information with the Emmet County Board.

A motion was made by Quastad, seconded by Pluth, to adjourn the meeting at 9:55 a.m. All ayes, motion carried.

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Colleen Anderson, Assistant to the Auditor

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Bev Juhl, Chair