

Unapproved 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 stayed 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

Unapproved Minutes Emmet County Board of Supervisors  
October 2, 2018 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

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

Vice-Chairman, Pluth, called the meeting to order at 9:00 a.m. with Juhl absent. Motion was made by Schumacher, seconded by Quastad, to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

During public forum, Quastad shared information with the Board about the Seasons meeting he had attended recently. Discussion was held at the meeting on why Season's Center does not have a signed contract yet with Avera Health here in Estherville.

During public forum, a member of the news media, Amy Peterson, asked the Board for permission to speak. She asked if any corrective action has been taken by Central Bi-Products and if the Supervisors have backed off the smell issue. Pluth stated that we have not backed off our actions. Peterson was referring to a letter the City Council had reviewed last night at their council meeting from Farmer's Union Industries for Central Bi-Products. Pluth stated that Central Bi-Products are working on the problems. The building is now enclosed and they now have off-site parking for their trucks.

Pluth then talked with Barb Bohm, Emmet County Assessor and Zoning Administrator, she stated that Sheldon Andrews, consultant for Central Bi-Products, had called her office with some updates. Sheldon stated that they are down to collecting dead animals to only five hog sites and will continue to try to find another entity to take care of those sites for disposal. They will now start taking down the inner section of the buildings. They have reduced their production from a millions pounds of material to 400,000 pounds of material. He is hoping that everything will be up and running sometime in December.

County Attorney, Doug Hansen, had reviewed the Iowa Counties Technology Services (ICTS) Business Associate Agreement that was recently presented to the Board for review and signature. After review, Hansen, stated that the reason for this agreement is that all Protected Health Information (PHI) originates from the individual counties that make up the Mental Health Region Emmet County has chosen to be a part of. He stated this agreement essentially provides that Emmet County agree that PHI can be disclosed to ICTS and that ICTS will protect the PHI in the same way and degree required of Emmet County by federal law. It also provides remedies in the event of a "Breach" of PHI by ICTS. Hansen recommends that the Board signs and returns the Agreement to ISAC. It was moved by Schumacher, seconded by Quastad, at the recommendation of the Emmet County Attorney, to sign the Agreement. All ayes, motion carried.

The Board was presented from Dickinson County a bill for joint drainage district ECD#61 (Emmet, Clay & Dickinson) in the amount of \$199.25 to be paid to Hudson Law Firm for work regarding short reach of stream existing and going into Trumble Lake in Joint Drainage District ECD#61. It was moved by Quastad, seconded by Hash, to sign and return the bill to control county, Dickinson County for payment. All ayes, motion carried.

Walter Davis-Oeth, Emmet County Engineer; Rob Patterson, DNR-acting Biologist for the Ingham Lake Wildlife Unit; Mark Gulick, Northwest Iowa Supervisor for the DNR and Rick Verchota, Engineer for Duck's Unlimited, discussed replacement of county culverts on 232<sup>nd</sup> St. down by the Jenson Slough in High Lake Township, Section 13. The background information on this issue is that the water at the Jenson Slough is going underneath the pipe instead of through it. Davis-Oeth stated that the 42" round pipes are 35-40 years old are in rough condition and are going to start squashing in the future. The DNR asked the Boards view if the county is going to replace the tiles, if they could present some alternatives. Gulick stated that the DNR could add funding for the extra costs involved with their ideas.

Gulick and Patterson stated that what we are trying to do, essentially, is in the investigative state. The project would be similar to the project done at Lost Island Lake, trying to separate and keep the carp fish out, going in aggressively to remove the carp. Lost Island's carp population went from 350 pounds per acres, down to 50 pounds per acre. He stated that carp destroy the habitat of the good fish. He stated that the water quality has improved significantly. This is just a small part of the project; it is all about water quality and better fish. They also stated that you have to have plants; they are the key to clean water. He stated that the blue gills have increased greatly because of the cleanup of water. People around the Lost Island area are happy with the project.

Gulick stated the culvert needs to be replaced for a number of reasons. The DNR and Duck's Unlimited has installed a pump in that area, to pump water out. They are not going to change water levels at all on anything. He stated if we replace the culvert, we would have to put in a structure to put stop logs in and whenever water quality gets bad we will have to pump the basin out. We also need a way to keep adult carp out. We will put in reef barriers, which are hard to engineer. The one done there now may be a little too small and they are planning to rip that one out and make a bigger reef. They did this at Diamond Lake in Spirit Lake and it is working perfectly.

Gulick stated that in the overall big picture, they would like to partner with Emmet County, to get the culvert replaced. He stated that this is a project designed to clean up the slough. He stated we have seen a 5-6 foot water clarity with these projects. He stated that they are, right now, only focusing on the Jenson Slough due to the feasibility and funding.

Gulick stated to the Board whatever you want done out there, you the Board for Emmet County, hold the key and with permission, we will try to make it work on our end. If we could partner, instead of 3-30" pipes maybe a concrete box could be installed. This box, of course, would cost more money, but stating that concrete has a 30-40 year lifespan. You would have a one-time disturbance, with three times the life.

Davis-Oeth stated its biggest concern is that when you are messing with water levels, you have to be careful. Davis-Oeth stated he does not know where the tiles go in and out of this system. Patterson stated that there is tile out there and it is functioning/running most of the time. Patterson and Gulick stated that they would not disturb any tiles. Davis-Oeth stated that he thinks we can find a nice working scenario on this project. Engineer stated that concrete boxes require much less maintenance. The Engineer also stated that this is not a highly utilized road and the elevation of the road is not something we will be putting a whole lot of money into.

The rough agreement would be the County replacing the pipes/tiles, and any extra costs would be the responsibility of the DNR. Verchota stated that Ducks Unlimited partners with the DNR. He stated that the Duck Unlimited put the existing pump in at the slough. It was stated that this is just a preliminary design and wanted to make sure everyone here was on board. They are not upsizing, just changing. The consensus of the Board was to go ahead and move forward on this project.

The Board reviewed the Manure Management Forms (MMP) for:  
Pig Palace Feed Lot, Owner Michael Nowicki, Facility ID# 63941;  
K & T Olson Swine, Owner Thomas Olson, Facility ID #69122 and  
SLP, Owner Scott Park, Facility #64057.

The Emmet County Board of Supervisors recognizes that the Iowa DNR has approved that the tile in drainage district #30 in Emmet Township, Section 14 in the NW1/4 of the NW 1/4 be disconnected from the neighboring farm, so the overflow from the pond will go to the southeast through a tile put in by the DNR after they took possession of the land. This action will be taken at neighboring owners' request to eliminate the perceived issues.

A motion was made by Hash, seconded by Schumacher, to adjourn the meeting at 10:50 a.m. All ayes, motion carried.

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Colleen Anderson, Assistant to the Auditor

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John Pluth, Vice-Chair

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

During public forum, Pluth stated he had attended a safety meeting held at the County yesterday. At the safety meeting, it was suggested since it has been two years since the last training for ALICE (Alert, Lockdown, Inform Counter and Evacuate) to plan an upcoming training for ALICE. It was discussed with Board Members and Sheriff Martens that this training will probably be in December. Pluth stated that there would be a defensive driving class on November 19, 2018, with two classes being held that day, one at 11:00 a.m. and one at 1:00 p.m. Pluth stated that discussion was held at safety meeting on mislabeled containers. Pluth stated we have gone 214 days without loss of work. Also discussed was that the County will need bids for the County Annex for snow removal.

Walter Davis-Oeth, Emmet County Engineer, discussed the road conditions. He stated that the biggest issue that we have now with the constant drizzle, is that it just saturates the roads. Travis Fredericksen, Foreman, was out checking the roads yesterday and stated that roads are in fair condition. Davis-Oeth stated that the bridges' construction work, with the weather we have had, have been delayed a week or two.

Amy M. Sathoff, Auditor and Travis Sheridan, EMA and E-911 Director presented a Memorandum of Understanding on behalf of E911 and Emergency Management. Sheridan's Boards have already approved and signed the memorandum. By entering into this memorandum, the EMA position will become a full time position and this will help with receiving funds through the EMPG (Emergency Planning Grant). Sheridan stated this would add work to his position because he has to track and code everything he does daily. By doing this, the EMPG grant dollars could be \$25,000 plus. All of Sheridan's pay will come out of the EMA Budget and he will contract with the E911 commission for his wages that previously have come directly from E911, which is \$6,750 annually. Sathoff stated by doing this, new line items would need to be created in the County's budget for expenses and revenues. EMA will also have to do a budget amendment for FY19.

It was moved by Schumacher, seconded by Pluth, to approve the claims as listed in the claims register. All ayes, motion carried.

It was moved by Quastad, seconded by Schumacher, to approve the drainage claims as listed. All ayes, motion carried.

The Board was presented with a request from Summit Farms II LLC for the Denmark 24 confinement site to waive the 14-day waiting period between the Notice of Intent to Issue a Permit to the actual issuance of the Construction Permit for this site. Mitch Baum, Business Development Manager for Summit Agricultural Group was present. If the Board grants the request to waive the 14-day waiting period, Resolution #2018-13 must be adopted. It was moved by Quastad, seconded by Pluth, to grant the request to waive the 14-day waiting period with adoption of Resolution #2018-13. All ayes, motion carried. Resolution #2018-13 reads as follows:

**RESOLUTION  
#2018-13**

**Emmet County Board of Supervisors**

**October 9, 2108**

**APPROVAL OF WAIVER OF EMMET COUNTY'S RIGHT TO APPEAL ISSUANCE**

**OF FINAL CONSTRUCTION, PERMIT FOR THE CONSTRUCTION OF CONFINED ANIMAL FEEDING OPERATION BY THE IOWA DEPARTMENT OF NATURAL RESOURCES.**

BE IT RESOLVED by the Emmet County Board of Supervisors as follows:

Section 1 The Emmet County Board of Supervisors has received notice from the Iowa Department of Natural Resources (DNR) that Summit Pork II, LLP Denmark 24 Site has been issued a draft permit for the construction of a confined animal feeding operation building(s) at 5790 250<sup>th</sup> Ave, Ringsted, IA 50578 in unincorporated Emmet County.

Section 2 The Emmet County Board of Supervisors reviewed the construction permit application and the manure management plan and determined that both appeared to be in compliance with the requirements of the Master Matrix, Iowa Code Section 459 and Iowa DNR rules and recommended approval of said application on September 11, 2018.

Section 3 The Emmet County Board of Supervisors hereby waives its right to appeal the issuance of the final permit within the fourteen (14) day limit from the time of receipt of notice of the issuance of the draft permit.

Section 4 The Emmet County Board of Supervisors encourages the Iowa DNR to issue the Final Permit immediately upon notification of this waiver.

Section 5 The Emmet County Board of Supervisors authorizes the Board Chairman to notify the Iowa DNR of this waiver.

Section 6 This resolution shall take effect immediately.

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Beverly Juhl  
Chairperson, Emmet County Bd of Supervisors

\_\_\_\_\_  
Date

ATTEST:

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Colleen Anderson, Assistant to the Auditor  
& Clerk to Board of Supervisors

Discussion was held with Baum regarding upgrading the level B road. Baum stated that Summit is not going to improve/upgrade the whole road. He stated that from their location to the Intersection is about 550'. Baum stated that at the end of the driveway, Summit would have a sign directing the trucks to only turn and use the 550' portion of the road. He stated with the weather forecast, they are probably looking at spring construction, but would like to get the concrete poured yet this fall. The Board stated that the County does not clear snow on B Roads, making the plowing of snow Summit's responsibility. Quastad also stated that the liability, without upgrading the level B road to a level A road, would be Summit's only. Baum stated that the condition of the portion of road they will be dealing with has a good base and crown. To upgrade a mile of the level B road, was going to be quite expensive, so they decided against that option with our County Engineer.

Baum also went on to tell the Board that some of their sites have started the incineration of dead carcasses, stating that the composting part is a hard thing to manage.

The Board received a joint claim from Dickinson County for joint drainage district ECD#61 (Emmet, Clay & Dickinson Counties). The claim form is made payable to Jacobson-Westergard & Associates. Drainage District #ECD#61BR 61 for Engineering Services for cleanout in the amount of \$933.55; also September Engineering services for reclassification for cleanout for \$4,718 for a total of \$5,651.55. It was moved by Schumacher, seconded by Quastad, to have Board Chair sign and return the claim form for payment to control county, Dickinson. All ayes, motion carried.

The Board reviewed the quarterly reports of the Auditor, Recorder and Sheriff.

The Board reviewed the Manure Management Forms (MMP) for Prestage Farms of Iowa LLC, Facility Name PI293 Finisher #65480. The Board also reviewed the Notice of Intent to Issue Permit for the Denmark 24 Site. The Board reviewed the Construction Permit CP-A2018-182 for the Jack Creek 17 Site from the DNR.

A motion was made by Quastad, seconded by Hash, to adjourn the meeting at 10:17 a.m. All ayes, motion carried.

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Colleen Anderson, Assistant to the Auditor

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Bev Juhl, Chair

Unapproved Minutes Emmet County Board of Supervisors  
October 23, 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, Quastad informed the Board that he had visited with Patricia Thiel last week, concerning her driveway. This property is located in drainage district #EPA 21 (Emmet and Palo Alto Counties) in Jack Creek Twp., Section 34.

The Board reviewed the quarterly report from Veteran's Affairs.

The Board heard an update from Jamey Whitney, Executive Director for Upper Des Moines Opportunity, Inc. Also present for Upper Des Moines was T.J. Thayer, Operations Director. Whitney stated that they have many things going on and the numbers are holding the same in Emmet County, which he feels is very positive. He stated that as you can see from the informative handout, their biggest service is the Emergency/Energy Services. In all areas, he stated the biggest challenge is lack of housing stock.

Whitney stated Upper Des Moines are seeing about the same amount of customers. We are asking for financial support, of \$15,977 (which includes \$1,000 of this going to the CHORE program) from the County for FY 2020. This is the same amount requested last year. The Board and Whitney visited about the ongoing issue of demolishing the south part of the old middle school on north 6<sup>th</sup> Street. Whitney stated hopefully by next spring, the building would be down. Chair Juhl stated that their request would be considered at budget time.

The Board reviewed the Manure Management Forms (MMP) for Jack Creek Livestock #68438 Owner, Jack Creek Livestock LLC, and Greg Anderson, Facility #65587.

A motion was made by Pluth, seconded by Quastad, to adjourn the meeting at 9:50 a.m. All ayes, motion carried.

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Colleen Anderson, Assistant to the Auditor

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Bev Juhl, Chair



Unapproved Minutes Emmet County Board of Supervisors  
October 30, 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 Quastad, seconded by Hash, to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

During public forum, Quastad informed the Board that the highlight from the juvenile detention meeting is that, once a year they get a payment from the State and they pay off their loans, which they did. He stated that it is pretty incredible.

Schumacher forgot to mention last week that there is a new director for Third Judicial District and stated that she will do a good job.

Pluth stated that they cancelled the Northwest IA Regional Housing meeting

Juhl stated that at the CSS (County Social Services) meeting, information was shared last week that CSS are in mediation with Kossuth County at this time.

Shawn Schany, representing River Valley and NIPC, informed the Board that NorthStar Bank locations have made a request to bring fiber to their banking facilities. Schany is asking permission to put a handhole for the fiber at the northwest corner of the courthouse lawn. It would be a 3' handhole and they will bring it down to a level that can be mowed over, it may be 7-8' deep. They would like to do this very soon with boring to start in a week or two if they can get a crew to do it and they will need to obtain the necessary permits. Members of the Board discussed not disturbing the new sprinkler system that the County just installed. Schany stated that he would work with the Custodian and with Ferguson's to make sure, they would not disturb the irrigation system. It was moved by Quastad, seconded by Pluth to allow River Valley to put in the handhole on the County's property. All ayes, motion carried.

Walter Davis-Oeth, Emmet County Engineer, presented a 28-E Maintenance Agreement between the County and the City of Dolliver for snow removal. It was moved by Schumacher, seconded by Hash, at the recommendation of the Engineer, to approve this 28-E Agreement with the City of Dolliver. All ayes, motion carried.

Engineer asked for Board for approval of a two-year bridge inspection contract with Kirkham Michael. It was moved by Schumacher, seconded by Pluth, to approve the bridge inspection contract, at the recommendation of the Engineer. All ayes, motion carried. Engineer stated that road maintenance wise they are working on getting roads prepared for winter. A road was discussed off N32 that is really soft and rutting. Engineer will keep an eye on this road situation. Engineer also stated that the deck pours on the bridges have been done and they are working on the bridge approaches at this time.

The Board agreed to issue letters of reappointment to the Township Clerks and Trustees that the Board oversees. Those Townships and their re-appointees are as follows:

Denmark Township :	Barbara Miller, Clerk	Harley Madden, Trustee
Ellsworth Township	Don Valen, Clerk	Dennis Johnson, Trustee
Estherville Township	Tammy Lair, Clerk	Craig Baker, Trustee
High Lake Township	Jeanne Handeland, Clerk	Mike Spear, Trustee
Jack Creek Township	Lisa Boyer, Clerk	Todd Glasnapp, Trustee
Swan Lake Township	Jerald Johnson, Clerk	Bruce Guse, Trustee
Twelve Mile Lake Township	Bruce Christensen, Clerk	Bob Ness, Trustee

The Board will send letters to each re-appointee and give appointees until the date of November 26, 2018, to reply if they are unable to serve their Township. It was moved by Pluth, seconded by Quastad to reappoint the above individuals for the Township positions. All ayes, motion carried.

The Board reviewed the Manure Management Forms (MMP) for Facility Greg Anderson #65587, Owner Greg Anderson.

It was moved by Quastad, seconded by Schumacher to recess the meeting until 1:00 p.m. to meet at Central Bi-Products for a private tour of the rendering plant. All ayes, motion carried.

At 1:45 p.m., the Board reconvened in the Supervisors room. It was moved by Pluth, seconded by Hash to move the meeting into closed session pursuant to Iowa Code Chapter 21.5(1)(c), to discuss pending litigation. Roll call vote was taken: Hash, Quastad, Pluth, Juhl with Schumacher being absent. Motion carried. Meeting moved into closed session.

At 3:10 p.m., it was moved by Quastad, seconded by Pluth, to go out of closed session. All ayes, motion carried. The meeting moved out of closed session.

No action will be taken from the closed session.

Chair Juhl adjourned the meeting at 3:12 p.m.

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Colleen Anderson, Assistant to the Auditor

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Bev Juhl, Chair