

Unapproved Minutes Emmet County Board of Supervisor Minutes  
May 12, 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:

Zoom Meeting ID: 832 8971 5095

Password: 003512

One tap mobile

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

During public forum, Hash reported to the Board regarding a recent Early Childhood meeting.

Emmet County Engineer, Walter Davis-Oeth presented a Utility Permit Application from Iowa Lakes Regional Water to install a 2" water service line by directional boring under 400<sup>th</sup> Avenue, going east to west, approximately 68' south of the center line of 180<sup>th</sup> Street from private property to private property. Minimum bury depth of 5 ½ feet for service to Deb Weir at 3971 180<sup>th</sup> Street, Estherville, IA. Motion by Schumacher, second by Hash to approve the utility permit application. All ayes, motion carried.

Davis-Oeth also presented the Emmet County Weed Control for Calendar Year 2020 quote/proposal from B&W Weed Control Specialists. Spring and summer treatment of weeds cost would be \$61,572.50, late summer/early fall treatment of woody species and brush cost would be \$11,121.60 and bridge approaches would cost \$1,188.00. Donald Reffer of BW Control Specialists joined telephonically. Motion by Glasnapp, second by Hash to approve the proposal and quote. All ayes, motion carried.

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

Motion by Glasnapp, second by Quastad, to come out of closed session. All ayes, motion carried.

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

Treasurer's Office – DOT: Contractor cannot get work complete until May 25, 2020.

Treasurer's Office: Half of plexi glass is complete.

Assessor's Office: Plexi glass is on order

Recorder's Office: Plexi glass is purchased and Tom will try to get installed this week.

Auditor's Office: Voting is still going on but voters are encourage to vote curbside. If a voter would insist that they want to vote inside the Courthouse, a voting booth is set up inside the front entry.

Auditor's Office: Plexi glass is currently being utilized by Treasurer's office until their's is complete.

Courthouse:

- Four hand sanitizer stations by entries are up.
- EMA Director Travis Sheridan is in charge of ordering masks.
- Juvenile Court resumes June 15, 2020.
- Automatic door lock quote – Martens reported that he is getting a quote on this.
- Thermascan has been ordered.
- Number at counters has been changed to the following:
  - Treasurer – 2
  - Treasurer DOT – 1
  - Auditor – 1
- Sheridan clarified that Phase 1 would include escorting through the courthouse and Phase 2 would potentially be an electronic door.
- The lower level bathrooms are open to the public.
- Treasurer Moore has shared screening questions from the DOT with other departments.
- Sheridan shared that a tentative date for opening the courthouse would be May 25, 2020.

Auditor, Amy M. Sathoff presented the GASB 75 OPEB (other post-employment benefits) prepared by Nyhart. Sathoff explained that Emmet County's liability decreased significantly from last year. This report is required to be included with our Annual Audit.

The Board reviewed the Treasurer's monthly report.

Motion by Quastad, second by Glasnapp to pay the monthly claims as presented with one correction. The wrong vendor number was used for the repair of the Conservation pickup. It should be S&R Auto not Iowa Lakes Electric. Discussion was held regarding the laptops purchased by the Auditor & Assessor and whether they would be COVID-19. Later in the meeting, EMA Director Sheridan told the Board that yes, those laptops would be covered under COVID-19. Auditor Sathoff reported that so far Emmet County has \$13,252.56 in COVID-19 expenses. Discussion was also held regarding the River Valley bill regarding the IPAD fix for the Attorney's security door. Michelle Howing stopped in to share that they could not communicate with the door and that River Valley made several trips to correct the issue and that it would not be an ongoing issue. Sheriff Martens reported that there will be one more payment to Ackerman Construction but will be smaller. Martens also shared that the building construction was on budget and going well. All ayes, motion carried.

Motion by Quastad, second by Schumacher to approve the drainage claims as presented. All ayes, motion carried.

Sheriff Martens requested a \$20 cell phone stipend for new Deputy Caleb Creech. Motion by Schumacher, second by Hash to approve the stipend. All ayes, motion carried.

Motion by Hash, second by Quastad to amend the Emmet County Infectious Disease Action Plan and strike the Travel section of the plan. All ayes, motion carried.

The Board reviewed the following Manure Management Plan:

Owner	Facility Name	Facility ID#
Rick Howard	R & K Swine	58170

Motion by Schumacher, second by Quastad, to pay the following joint drainage district claim:

District	Vendor	Amount	Description
EPA 21 Line B Lat 3	Anderson Tiling	\$380.00	Repair

All ayes, motion carried.

Motion by Glasnapp, second by Hash, to pay the following joint drainage district claim:

District	Vendor	Amount	Description
ED#3	Jacobson Westergard	\$1,762.00	Professional Services

All ayes, motion carried.

Motion by Quastad, second by Schumacher, to adjourn the meeting at 11:00 a.m. All ayes, motion carried.

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Amy M. Sathoff  
Auditor & Clerk to Board of Supervisors

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John Pluth  
Chairman