

Unapproved Minutes Emmet County Board of Supervisor Minutes  
June 23, 2020 at 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

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

Absent:

Meeting ID: 886 2684 3881  
Password: 061274  
One tap mobile  
+13126266799,,88626843881#,,,0#,,061274# US (Chicago)  
+16465588656,,88626843881#,,,0#,,061274# US (New York)

Vice-Chair Jeff Quastad called the meeting to order. The Board and those present recited the Pledge of Allegiance. Motion by Hash, second by Hash to approve the minutes from last week's meeting with two additions also approving them for publication. All ayes, motion carried.

During public forum, Pluth shared with the Board that he had spoken with Public Health and the Annex Building roof is leaking and a bathroom is in need of repair. Consensus of Board was to fix what needed to be fixed.

Pluth also shared with the Board that County Social Services has been ordered to disband by the State. The Region may be divided in half. Since Emmet County is not contiguous, it is possible that we could go with Dickinson or with Clay and Palo Alto. County Social Services is meeting tomorrow in Mason City. Bob Lincoln has resigned and this will be his last meeting. Pluth and Schumacher will attend the meeting, either by phone or in person.

Quastad shared meetings that he will be attending this week.

Emmet County Recorder, Diann Minion shared with the Board that she will be hiring again since her new hire has resigned. She has a 30-hour and a 20-hour position currently and the 20-hour position is the one vacant. The Board discussed options with her regarding filling the position.

Emmet County Engineer, Walter Davis-Oeth presented a Utility Permit application from Iowa Lakes Regional Water to install a 2 inch water line by directional boring under 400<sup>th</sup> Avenue, going east to west approximately 68 feet north of the intersection with 182<sup>nd</sup> Street. Section 24 in T99N, R34W, Estherville Township. Motion by Schumacher, Second by Glasnapp to approve the permit. All ayes, motion carried.

Vice-Chair Quastad signed the Fuel Contract with Pro-Cooperative approved by the Board last week.

Davis-Oeth shared that the local paving project should be done today and the shoulder will be done later after asphalt is set up. Pluth asked Davis-Oeth to check on a hole near Gruver. Davis-Oeth is aware of the issue.

Motion by Schumacher, second by Hash to go into closed session pursuant to Iowa Code 21.5 1(c). Roll Call Vote: Ayes: Glasnapp, Schumacher, Hash, Quastad and Pluth. Nays: None.

No decisions were made during the closed session.

Motion by Hash, second by Glasnapp to come out of closed session. Roll Call Vote: Ayes: Glasnapp, Schumacher, Hash, Quastad and Pluth. Nays: None.

Dean Holland from Stateline Coop joined via Zoom and presented a request to install an 18,000 gallon anhydrous tank at the existing Armstrong Facility. Barb Bohm, Emmet County Zoning Director and Harley Madden from the Emmet County Board of Review were present. Bohm indicated that the Zoning Permit has been approved for the tank. Madden shared a timeline and history with Stateline Cooperative regarding the feed mill near Halfa and the Fertilizer plant in Armstrong. He shared that Emmet County has paid over \$89,000 in legal fees trying to fight all the appeals that Stateline has filed regarding their property tax valuations. Each valuation was performed by Vangaard Appraisals, who are considered to be the best in their field. Madden asked the Board to turn down the Stateline request.

Quastad said it is a hard situation that Emmet County is in and feels that the Stateline appeals are costing Emmet County tax payers money.

Bohm shared that the local jurisdiction is the Board of Supervisors and that they would need to approve. Request died for lack of a motion.

Emmet County Attorney, Melanie Summers Bauler presented a plan to reopen the Courthouse to the General Public on June 24, 2020 at 8:00 am. The plan includes the following:

1. The courthouse will open its doors to the public on Wednesday, June 24, 2020 at 8 a.m.
2. All courthouse traffic will enter at the SOUTH doors (unless otherwise arranged by the department receiving the patron). The LEC/handicap entrance vestibule will remain locked; however, it will be monitored for those needing to conduct courthouse business. The east and west doors to the courthouse will also remain locked to the public.
3. Everyone entering the south doors must have their temperature taken by the Thermascan. There is a circle on the floor as you enter the door to the right. Please remove any and all eyewear prior to having your temperature taken. Stand on the circle until a temperature appears on the computer screen. If your temperature is above 100.4, then entrance to the courthouse will be denied.
4. Everyone entering the courthouse SHALL wear a mask. (This includes all who attend the weekly board meetings and all who attend in-person court hearings). Please bring your own masks with you.
5. Driver's Licensing shall remain by appointment only until further notice.

6. Passport issuance shall remain by appointment only until further notice.
7. The Clerk of Court shall remain by appointment only until July 10, 2020. Beginning July 13, 2020, the Clerk of Court and the Court will be opened (unless further instruction is provided by the Iowa Supreme Court).
8. A hand sanitizing station will be placed at the south entrance and the public is encouraged to use it.
9. Six feet/social distancing shall be maintained at all times in the courthouse. There is limited space. If all of the circles/X's are occupied, then patrons will be asked to wait outside until more space opens.
10. The public is encouraged to continue conducting business by phone when possible. The public is further encouraged to utilize the drop box for payments.

Motion by Schumacher, second by Pluth to approve the plan. Pluth did indicate his concern that the Law Center Handicapped entrance is not available unless requested. All ayes, motion carried.

Department Heads will continue to meet Monday mornings at 9:00 am to evaluate how things are going.

Motion by Hash, to approve the Fireworks Permit application received from Darwin & Sue Wilson for July 3, 2020 to July 4, 2020, second by Glasnapp. All ayes, motion carried.

Motion by Hash, to approve the Fireworks Permit application received from Kim Swanson for July 4, 2020 to July 5, 2020, second by Schumacher. All ayes, motion carried.

Motion by Schumacher, second by Pluth, to approve the following joint drainage district claim and forward to Dickinson County for payment:

District	Vendor	Amount	Description
ECD 61	Clay County Auditor	\$38.00	2019 Postage

All ayes, motion carried.

Motion by Pluth, second by Schumacher, to approve the following joint drainage district claim and forward to Dickinson County for payment:

District	Vendor	Amount	Description
ECD 61 Br 61 Lat 119	Clay County Engineer	\$125.00	Tile Repair

All ayes, motion carried.

The Board reviewed the following Manure Management Plan:

Owner	Facility Name	Facility ID#
Dennis Moore	Moore Dennis	#58423

The Petition for Suspension of Property Taxes from HH Corporation has been withdrawn.

Hash requested a procedure change regarding how closed sessions are handled. Anyone requesting a closed session should inform the Board prior to their request what the closed session is pertaining to. Auditor Sathoff can set up a secure email that can be utilized for this purpose.

Hash also requested that meeting packets be received ahead of the meeting. Auditor Sathoff will email the packets on Friday or Monday prior to the meeting. Sathoff will also make copies of Manure Management Plans and Drainage Claims so that each Board member has it and thus eliminating the need to pass the papers between each other.

Vice-Chair Quastad adjourned the meeting at 10:20 am.

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Amy M. Sathoff  
Auditor & Clerk to Board of Supervisors

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Jeff Quastad  
Vice Chairman