

Unapproved Minutes Emmet County Board of Supervisor Minutes  
July 21, 2020 at 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

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

Absent:

Meeting ID: 848 2992 8599

Passcode: 352536

One tap mobile

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Quastad, Vice-Chair, called the meeting to order. The Board and all present recited the Pledge of Allegiance. Motion by Glasnapp, second by Schumacher, to approve the minutes from last week's meeting with the addition of the amount of the Trust Fund Transfer, also approving them for publication. All ayes, motion carried.

During public forum, Quastad discussed with the Board available rip-rap for drainage districts that is available.

Auditor, Amy M. Sathoff, reported that last week the Iowa Secretary of State issued an Election Directive regarding the upcoming November 3, 2020 General Election. The Directive stated that the Secretary of State's office will mail an absentee ballot request form to Iowa's active registered voters for the 2020 General Election. Sathoff also reported that citizens with dual citizenship may submit their absentee ballot requests and ballots electronically due to the delay in international mail. When the ballots come back the ASVP Board will then mark a ballot according to what is submitted from the voter and then the ballot is ran thru the tabulator.

Sathoff also reported that the Board could see an Economic Development Loan request from Brad Haugen. Haugen is looking to purchase the Armstrong Golf Course from Paula and John Dyer. Haugen will be preparing a Business Plan and submitting it to the Board.

Sathoff also reported that Robb Nutt from Armstrong has also inquired about potential LOSST funds for helping to fund the lights for the Little League Field in Armstrong

Glasnapp reported that the Ringsted Hardware store has been purchased and that the Board could see a request for loan funds from the new owner.

Emmet County Engineer, Walter Davis-Oeth reported that the N26 paving project should begin on Wednesday and last between 9 and 15 days. They will go from north to south. N26 will be open to thru traffic with a pilot car.

Davis-Oeth reported that maintenance being done right now is mostly graveling. He asked the Board regarding potentially utilizing LOSST funds for approximately \$35,000 of additional gravel for this year. The Board asked Davis-Oeth to have this put on the Agenda for an action item to utilize LOSST funds.

Davis-Oeth met with Supervisor Glasnapp on the Kossuth/Emmet County border on 580<sup>th</sup> street where there appears to be an elevated concrete culvert. Davis-Oeth will be meeting with the Kossuth County Engineer regarding this.

The Board discussed the concrete rip-rap discussed earlier with Davis-Oeth. Davis-Oeth said that it could be stock piled at the Petersen Gravel Pit.

The Pelzer Farm Tap Easement will be tabled until next week in order to allow County Attorney, Melanie Summers Bauler and Davis-Oeth time to look over the request and easement.

Auditor, Amy M. Sathoff reported that due to recent circumstances, Department Heads did meet yesterday and discussed the following:

- Treasurer's Office will be closed until July 28.
- Auditor's Office will check the Drop Box daily and collect any items delivered and distribute to departments.
- The Department Heads also stressed that employees off for any 14-day quarantine are to be encouraged to stay home during that time since they are being paid to stay home.
- Kathy Preston reminded the Department Heads to protect themselves and staff and limit exposure when possible.
- Sheriff Martens reported that the bottom-landing door of the Handicapped Entrance is currently locked to limit those entering the law center. If the Handicapped entrance needs to be utilized, departments should call Dispatch at 6078 to have the door opened for entry and exit. Sheriff Martens took this step due to persons entering the law center through the door and is taking every initiative to keep the virus out of the jail. There is also a phone in the vestibule of the law center citizens can use to call and have the entrance opened if needed.

Schumacher inquired regarding the masking policy in the courthouse. Sathoff reported that employees are asked to wear masks when they:

- Are entering or leaving the courthouse.
- When waiting on customers, even when there is plexi-glass in place.
- When in common areas.
- When 6' distance can not be maintained between employees.

Sathoff also reported that Department Heads are aware of this and are asked to remind their staff to wear the masks. Schumacher stressed the importance of masking and its effectiveness.

At 9:45 am, Hash left the meeting.

The Board reviewed quarterly reports from Veteran's Affairs and the Sheriff's Department.

The Board reviewed a thank you from RSVP for the County's contribution to their program.

Motion by Pluth, second by Schumacher, to adjourn the meeting at 9:50 a.m. All ayes, motion carried.

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Amy M. Sathoff  
Auditor & Commissioner of Elections

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Jeff Quastad  
Vice-Chairman