

**BOARD OF SUPERVISORS MEETING
FIRST MEETING, 2021 SESSION (1)
JANUARY 4, 2021**

The Buena Vista County Board of Supervisors met for the first meeting of the 2021 session on Monday, January 4, 2021 at 8:30 A.M. in the Boardroom with Chairman Ringgenberg presiding, and the following other members present: Altena, Huseman, Merten, and Snyder, and with Auditor Susan Lloyd as clerk for the meeting.

Prior to the start of today's meeting, Supervisors Ringgenberg and Snyder completed the **count of cash in the Treasurer's** office.

Motion by Snyder, second by Altena, to approve the **minutes** of the 12/29/20 meeting as printed. Ayes—Altena, Huseman, Merten, Ringgenberg, and Snyder. Nays—none. Carried.

Motion by Huseman, second by Merten, to adjourn the **2020 session**. Ayes—Altena, Huseman, Merten, Ringgenberg, and Snyder. Nays—none. Carried.

The first order of business for the 2021 session was election of the Chairman of the Board. Chairman Ringgenberg called for nominations for **Chairman of the Board of Supervisors**. Motion by Merten, second by Huseman, to nominate Snyder as Chairperson of the Board of Supervisors for 2021. The vote on the Chairperson was: Ayes—Altena, Huseman, Merten, Ringgenberg, Snyder. Nays—none. Carried.

The Chair called for **nominations for Vice-Chair**. Motion by Snyder, second by Ringgenberg, to nominate Merten to serve as Vice-Chair. The vote on the Vice-Chair was: Ayes—Altena, Huseman, Ringgenberg, Snyder. Nays--none. Abstention--Merten. Carried.

Unless otherwise indicated, all of the following **motions** offered at this meeting were carried with the following vote: Ayes: Altena, Huseman, Merten, Ringgenberg, and Snyder. Nays: none. Abstentions: none.

Motion by Ringgenberg, second by Altena, that **Robert's Rule of Order Revised** (2011) shall govern the proceedings of the Buena Vista County Board of Supervisors, including the use of a second for all motions. Carried.

Official Newspapers

Having received a request for official newspaper designation from each, motion by Merten, second by Huseman, to designate the following as official newspapers for legal publications for 2021: Storm Lake Pilot-Tribune, The Storm Lake Times, and Buena Vista County Journal, and to direct the Auditor to publish all motions of the Board, any actions resulting in a consensus of the Board, on a quarterly basis - the list of claims paid from the minutes of the Board meetings, and annually - the list of salaries paid. Carried.

Secondary Road Report: They have been blading gravel roads, mixing salt and sand as the bins were half empty, making repairs on equipment, and picking up downed trees. Engineer Wilkinson informed the Board that his contract is up 6/30/2021, so a new contract needs to be drawn up. Engineer Wilkinson asked two of the supervisors to meet with the Secondary Road representatives, to discuss their requests. Snyder and Huseman will meet with the Secondary Road representatives on Wednesday morning.

Motion by Ringgenberg, second by Merten, to approve today's **claims approval list**, and the following **reports**: FY'20 GASB 75 Valuation Report. Carried.

Motion by Altena, second by Ringgenberg, to approve and authorize the Chair to sign the **Jt. DD #22** claim for Gary Atherton for mileage reviewing FEMA damages, in the amount of \$120.26. Carried.

Motion by Merten, second by Huseman, to approve and authorize the Chair to sign the **Jt. DD #22** claim for Julian Johnson for 11 beavers trapped in the district, in the amount of \$550.00. Carried.

Motion by Merten, second by Ringgenberg, to authorize the Chair to sign the Notice of Appointment of Tom Huseman to serve on the Board of Directors of the **Third Judicial District Department of Correctional Services** for the calendar year 2021. Carried.

Matrix Construction Evaluation

Motion by Rhonda, second by Merten, to approve and to authorize the Chair to sign **Resolution 2021-01-04-A** adopting the matrix construction evaluation process. Carried.

RESOLUTION #2021-01-04-A CONSTRUCTION EVALUATION RESOLUTION

WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and

WHEREAS, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2021 and January 31, 2022 and submit an adopted recommendation regarding that application to the DNR; and

WHEREAS, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Buena Vista County that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

BE IT FURTHER RESOLVED that the Buena Vista County Environmental Health Department is hereby designated as the contact persons for the county for DNR site investigations for animal confinement building construction applications.

PASSED AND APPROVED this 4th day of January, 2021.

/s/ Kelly Snyder, Chair, Board of Supervisors..... /s/ Susan K. Lloyd, County Auditor

Board Appointments

Motion by Ringgenberg, second by Altena, to appoint the following persons as delegates and representative to the committees, commissions and boards as noted for 2021, and to designate all of the remaining Supervisors as alternates:

Snyder—delegate, Huseman—alternate, to the **Local Emergency Management Commission** (Chapter 29C.9).

Snyder-representative, Huseman—alternate, to the **Region III Local Emergency Planning Council (LEPC)**.

Snyder-representative, Huseman—alternate, to the **Buena Vista E-911 Service Board**.

Altena—delegate, Huseman—alternate, to the **Buena Vista Solid Waste Commission**.

Huseman and Altena-representatives, to the **Lake Improvements Commission**.

Merten to the **Friends of Little Lake Discovery Center Board**.

Ringgenberg—representative, to the **3-County Early Childhood Iowa Board**,

Ringgenberg—representative, to the **Buena Vista Local De-Cat Board**.

Ringgenberg-representative, to the Board of Directors of the **Storm Lake United Development Board**.

Chairman and Vice-Chairman as ex-officio members of the board of **Storm Lake United Economic Development Revolving Loan Fund**.

Huseman-delegate, to the **Iowa Lakes Corridor Development Corporation**.

Snyder-County representative to the **Regional Workforce Investment Board**.

Bret Wilkinson, technical representative, Justin Anderson-alternate, to the **Region 3 RPA Transportation Technical Committee**, Merten—Board's representative, all other board members as alternates, to the **Region 3 RPA Transportation Alternatives Committee**.

Huseman-representative, to the **Administrative Board of Directors of the 3rd Judicial District Department of Correctional Services**.

Snyder--representative, Huseman-alternate, to the **NW IA Juvenile Detention Center (YES)**.

Merten-representative, to the **Central Iowa Juvenile Detention Center**.

Becki Drahota, Don Diehl, and Sara Monroy Huddleston, to the **Judicial Magistrate Appointing Commission** for 6-yr terms expiring 12/31/2026.

Tom Ryherd (12/31/21), Don Diehl (12/31/23), and Dave Patton-appointed by the County Attorney (12/31/25) to the **BV County Civil Service Commission**. (341A.2)

Donnie Skou-representative, to the **Regional Housing Authority** until 12/31/2021.

Huseman and Marlowe Feldman to the **Northwest Iowa Regional Housing Trust Fund**.

Merten-as the Board representative on the **BV County Coop/COG Planning Committee** (Continuity of Operations).

Altena-delegate, to the **Upper Des Moines Opportunity, Inc. Board**.

Snyder-delegate, to the **NW Iowa Planning and Development Commission**.

Dale Arends-citizen representative to the **NW Iowa Planning and Development Commission**.

Snyder-representative, to the **S.H.I.E.L.D. Board**.

Merten-as a non-voting member of the **Plains Area Mental Health Board**.

Merten-representative, to the **Rolling Hills Community Services Region Governance Board**.

To the County **Safety Committee** (including the Right-to-Know program): Snyder, Kory Elston, Bruce McGowan (as Bret Wilkinson's designee), Ron Reckamp, Justin Anderson, Lacey Anderson, Joe Keller, Steve Haldin, Yvonne Sandhoff, Greg Johnson, Aimee Barritt, Tyler Van Houten, Dave Andrews, Jerilyn Sahr, Isabel Andrade, and Brian Blomme, with Mike Raner as Safety Coordinator.

Snyder-delegate, to the **Regional Transit Board (RIDES)**.

Huseman and Lee Duffield-delegates to the **Western Iowa Tourism Council**.

Gary Armstrong as the Buena Vista County **Drainage Attorney**.

Snyder-delegate, to the **Drainage District #181, #274, #14-42, #22, & #150 Interim Boards**.

Merten as Buena Vista County **Equal Employment Opportunity Officer**.

Chairman-representative, for all county **labor negotiations**.

Sherie Elbert, Don Altena, and Susan Lloyd to the Buena Vista County **Deferred Compensation Board**.

Bret Wilkinson, Kory Elston, Kim Johnson, Paul Merten, and Kelly Snyder to the **Weather Committee**.

Board of Supervisor's Chair, Bret Wilkinson, Sherie Elbert, Susan Lloyd, and Yvonne Sandhoff as members of the **Personnel Committee** (includes employee handbook updates).

Sheriff, Bldg/Grounds Supt., County Attorney, Clerk of Court, Member of the Board of Supervisors (Snyder), and Associate District Judge Andy Smith to the **Courthouse/Judicial Security Committee**.

Shari O'Bannon, Susan Lloyd, Joe Keller, Bret Wilkinson, and Merten, to the **Buena Vista County Facilities Committee**.

Merten-Board's representative for **Whitney Pit Farm and South Hayes Pit Farm** for leases and Merten and Bret Wilkinson for grain sales at the South Hayes Pit.

Susan Lloyd-**ADA Coordinator**.

Pam Bogue, Dawn Mentzer, Susan Lloyd, and Marty DeMuth as the **HIPAA Compliance Committee**, with Tyler Van Houten as the HIPAA Security Officer, and Tom Huseman as the Privacy Officer.

Joe Keller as the **Lock-out/Tag-out Program** Coordinator for the Courthouse, DHS Annex, E. Richland Annex, and Cayuga St. Annex.

Karen Crilly as the primary contact person, and Bret Wilkinson as the secondary contact person for **Drug and Alcohol Testing Alliance**.

Kim Johnson as Buena Vista County **Zoning Administrator**.

Planning & Zoning Commission members: Vic Hansen, Steve Gustafson, Gary Sundblad, Kermit Shultze, Quentin Bodholdt, and Mitch Sievers. (two vacancies)

Zoning Board of Adjustment members with terms as follows: Richard Langner-12/31/21, Greg Sundblad-12/31/22, Steve Lind-12/31/23, and Jason Meyer-12/31/25. (one vacancy)

Dawn Mentzer to the **Cherokee MHI Advisory Council**.

Dr. David Crippin, **County Medical Examiner**, and Tim Speers-Chief Deputy Medical Examiner, and independent EMTs Greg Ebersole, Dave Patton & John Dahl, as **Deputy Medical Examiners** (Chapter 331.801). Terms expire 12-31-21.

Altena as representative, to the **BV County Trails Advisory Council**.

Rich Haldin (6-30-21), Pam Jacobson (6-30-22), and Marty DeMuth (6-30-23), to the **Veterans Affairs Commission** for the 2021 year, and until their terms expire (Chapter 35B).

Bret Wilkinson--**Title VI Coordinator**

Bret Wilkinson as **County Engineer** and authorized to close roads as necessary.

Greg Johnson as **Weed Commissioner**.

Brian Jones as **Deputy Weed Commissioner**.

Local Board of Health-members with 3-yr. terms as follows: Dr. Scott Wulfekuhler-12/31/22, Julie Sievers-12/31/22, Peg Hinkeldey-12/31/23, Rhonda Ringgenberg-12/31/23 and Jon McKenna-12/31/2021.

BV Co Conservation Board-Jeff Kestel-12/31/24, Mark Kirkholm-12/31/25, Rick Meyer-12/31/21, Sarah Vanderhoff-12/31/22, Jim Wischmeyer-12/31/23.

BV County Wellness Committee: Lacey Anderson, Jen Fulcher, Rhonda Ringgenberg, Don Altena, Karla Ahrendsen, Eric Chase, Kay Evans, Angela Lai, Kim Briley, and Karen Crilly.

BV County Insurance Committee: Ashley Bennett, Kim Briley, Jon Buss, Matt Brostad, Rob Danielson, Greg Johnson, Jason Butler, Yvonne Sandhoff, Lacey Anderson, Shari O'Bannon, Rhonda Ringgenberg, Mark Van Hooser, and Tyler Van Houten.

Eminent Domain Compensation Commission (Chapter 6B.4): Farmers-Stan Peters, Rich Langner, Becky Dirx, Mike Pedersen, Phil Driver, Don Peterson, Don Diehl; Realtors-Clark Fort, Margie Robinson, Rob Smith, Marv Munden, Steve Jimmerson, Mark Williams (1 vacancy); for Cities-Denny Weber (6 vacancies); for their Occupation- Mark Rehnstrom, Randy Johnson, Ben Nesheim, Kevin Cone, Eric Mosbo, (1 vacancy).

Mike Raner as Buena Vista County **Safety Coordinator**.

Greg Johnson to the **B.V. Co. REAP Committee**.

Altena-representative to the **Family Treatment Court Steering Committee** and Paul Merten as alternate.

Merten-representative to the **North Raccoon River Watershed Management Coalition Executive Board**.

James R. Nelsen with a term expiring 6/30/2022, Tim Heuton with a term expiring 6/30/2023, and Mark Herrig with a term expiring 6/30/2021 to the **Lincoln Benefited Fire District Board of Trustees**.

County Auditor, and in her absence the Deputy Auditor, as **Custodian of Supervisors' records** (including Supervisors Minutes, annual reports of County Departments and other organizations required to file their reports with the Board of Supervisors, Drainage District Minutes, Ordinances, Warrant Book, Claims Registers, Precinct Maps.)

The vote on the above appointments was carried.

Pursuant to Chapter 22.1.2 of the 2021 Code of Iowa, the Auditor informed the Board that she has named herself and her Deputy, Sharon Henkel, as the lawful custodian of the records which are considered 'open records' in the Buena Vista County Auditor's office. (Records and Code of Iowa references: Bonds of Public Officers (62.6), Election records (62.3 and others), Budgets adopted by local taxing jurisdictions (331.502.3) Township records (331.502.30), Drainage Minutes & Assessment Schedules (331.502.33), record of Election results (50.39 & 50.40), Lost Property Record (556F), Mental Health Accounts prior to 1994 (230.26), assistance to Veterans (34B.10, Claims against the Board 331.504.4), Assessment Rolls (441.26), Tax Rate Book (444.6), Real Estate Transfer Books-Index-Plat Books (558.60-67), Survey Plats (354.25), Treasurer's report of Receipts & Disbursements (335.504.4), Valuation Report (331.510), Annual County Financial Report.

Holiday, Vacation, and Sick Leave Policy

Motion by Ringgenberg, second by Merten, that the Buena Vista County Employee Handbook with the effective date of January 1, 2020, along with the various Departmental Rules, Job Descriptions, be declared the governing policy for all Buena Vista County employees under the jurisdiction of the Board of Supervisors for Buena Vista County, and that the Medical History, Physical Examination, and County Work Release forms be used in conjunction with the Handbook. Carried.

Motion by Merten, second by Huseman, that **election workers** for 2021 be paid \$14.00/hr. and chairpersons \$15/hr., effective this date. Carried.

Meal and Mileage Rate Reimbursements

Motion by Huseman, second by Ringgenberg, to approve the following reimbursement:

meal cost reimbursement to employees, and to others serving on boards and in other appointive positions, shall be: meals eaten out of county during approved schools or meetings may be reimbursed at their actual cost to a maximum of \$35.00 per diem. (Reimbursements for meals, when no overnight stay is involved, will show on the employee's W-2). No reimbursement will be made for tips or alcoholic beverages. To receive reimbursement, detailed receipts must be submitted. If the per diem is exceeded due to a meal/meeting, that fact shall be noted on the reimbursement claim. Carried.

Motion by Merten, second by Altena, to approve the following reimbursement:

mileage reimbursement rate for sheriff's service fees at the current IRS rate \$.56/mile on 1/1/2021.

mileage to employees (including deputy medical examiners) at the rate of \$.04 cents under the current IRS standard mileage rate, for each mile traveled by private vehicle (not for county owned vehicles) for county business in 2021. Ayes: Altena, Huseman, Merten, Ringgenberg, Snyder. Nays: None. Carried.

Insurance Coverage including Blanket Bond

Motion by Ringgenberg, second by Altena, to continue the following insurance coverage from the Stille, Pierce & Pertzborn Agency for the remainder of FY'21: tort liability, auto, property, computer equipment, E & O, umbrella, data processing, inland marine, contractor's equipment, crime, law enforcement professional, medical professional, worker's compensation, and blanket bond. Ayes: Altena, Huseman, Merten, Ringgenberg, Snyder. Nays: None. Carried.

Depository Resolutions

Motion by Merten, second by Ringgenberg, that the Depository Banks currently being used by the Treasurer, Recorder, & Sheriff continue to be used during 2021 in the amounts stated below, and, that the appropriate elected official be and is hereby authorized to deposit the designated office funds in amounts, not to exceed in the aggregate, named for said bank:

Treasurer:	Citizen's First National Bank, Storm Lake	\$1,500,000.00
	Central Bank, Storm Lake	\$1,500,000.00
	Security Trust & Savings Bank, Storm Lake	\$25,000,000.00
	Community State Bank of Albert City	\$1,000,000.00
	Community State Bank of Webb	\$1,000,000.00
	First Community Bank, Newell	\$1,000,000.00
	Community State Bank, Sioux Rapids	\$1,000,000.00
Recorder:	Security Trust & Savings Bank, Storm Lake	\$100,000.00
Sheriff:	Central Bank, Storm Lake	\$250,000.00
	Citizen's First National Bank, Storm Lake	\$25,000.00
Attorney:	Central Bank, Storm Lake	600.00

and, that the 2021 Federal Depository Bank shall be Security Trust and Savings Bank, Storm Lake, with the payroll deposits to be made by wire transfer. Carried.

Drainage Resolutions and Assessments

Motion by Merten, second by Ringgenberg, that the County Drainage Attorney is hereby directed to research drainage and other assessments due and payable on parcels of Buena Vista County property prior to putting them on the list of properties for scavenger auction; to establish 5% as the rate of interest to be paid during 2021 on all stamped warrants, and charged on Improvement Certificates and Drainage District waivers, effective this date (for Buena Vista County drainage districts only); that the beaver control policy in 2021 shall be payment of \$40 per beaver tail for beavers trapped in drainage districts as adopted January 1, 1986, and, the beaver control program shall be \$40/beaver tail for the non-drainage district areas

of the county; these programs require that the claimant possess a fur-bearer's license as required by law, and with a payout limit of \$1,000 in non-drainage districts areas in each fiscal year. Carried.

Medical Examiner Dr. David Crippin and Chief Deputy Medical Examiner Tim Speers met to discuss the **medical examiner** budget. Speers asked the Board to consider allowing Crippin to be on the county's health, dental, and vision insurance. Dr. Crippin stated that when he retires from the clinic, he would like a commitment from the Board, allowing him to be on the county's health, dental, and vision insurance, along with his spouse. Crippin would like to continue being the Medical Examiner, and basically work for free, and pay half of the cost of insurance, if the Board would allow this. Merten stated that according to the County Employee Handbook, part-time employees are only allowed to obtain single coverage, and they also pay half for this coverage. Speers stated that Dr. Crippin is actually full-time, as he responds to medical examiner calls 24/7, and states that Dr. Crippin does a lot for the County, serving as Medical Examiner. Speers stated that Dr. Crippin has the expertise and carries his own liability insurance, and has created a good system for the Medical Examiner Department. Merten stated that he is not saying yes or no at this time, that the county needs to check with the County Attorney, regarding a contract, and check with the insurance carrier to see if there would be any issues. The Board thanked them both for coming in, and will let them know their decision at a later date.

Auditor Susan Lloyd presented information to the Board regarding options on replacing the retiring County Treasurer by appointment or calling for a special election. If the Board would choose to appoint, they could advertise and take applications now, interview candidates, and be ready to appoint on March 1, 2021. If the Board chooses to have a special election, the soonest that they could notify the Auditor and request an election would be March 1, when there is a vacancy. By having an election, there would be a delay on when a new Treasurer would be sworn in to office, as the soonest there could be an election, would be mid-April. Merten stated that Treasurer Sherie Elbert would like to have the Board call for a special election. Ringgenberg stated that the time gap worries her, due to tax collections in March, and the Treasurer's Office being very busy. Motion by Merten, second by Huseman, to authorize the Auditor to prepare a notice of the Board's intention to **appoint a Treasurer**, taking applications through January 29, 2021 at 4:30 p.m., and running the ad in all three official newspapers. Carried.

Emergency Management Director, Aimee Barritt, presented her FY'22 funding request. Barritt is requesting \$58,000 for **Emergency Management** and \$25,000 for Hazmat. The EMA request is the same as the current year, with Hazmat increasing to \$1/per person, based on the 2020 Census, which is unknown at this point. Barritt reviewed the activities of her department. The Board thanked her for what she does.

Buena Vista County EMS Association President, Kirk Reetz, presented their FY'22 funding request. Reetz thanked the Board for their support and is asking for \$10,000, which is the same as the current year. The funds they receive from the county is primarily allocated for providers in the county. They pay for their initial education, as well as the continuing education required to maintain their certification. They also have a need to purchase some training aids, equipment, and COVID-related items. Reetz stated that they are still facing a big unknown with the state's continued restructuring of funding. Their local service area was expanded, adding more counties to possibly compete against for funding. COVID-19 severely limited providers' continuing education options. EMA Director Aimee Barritt stated that EMS is doing a great job finding resources and working together during this time. The Board thanked Reetz, and stated that they appreciate all they do.

Supervisor Meeting Reports: Merten attended the Rolling Hills Governance Board meeting.

There being no further business, motion by Altena, second by Ringgenberg, to adjourn the meeting at 11:57 a.m. until Friday, January 8 at 9:00 a.m. for departmental budget reviews.

