

**BOARD OF SUPERVISORS MEETING  
FIFTEENTH MEETING, 2021 SESSION (15)  
MARCH 23, 2021**

The Buena Vista County Board of Supervisors met in special session on Tuesday, March 23, 2021 at 8:30 A.M. in the Boardroom with Chairman Snyder presiding, and the following members present: Altena, Merten, and Ringgenberg, and with Auditor Susan Lloyd as clerk for the meeting. Absent: Huseman.

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

Engineer Bret Wilkinson stated that he would like to advertise for two seasonal mower operators, as it works well. Last year they were paid \$13/hour for new hires and \$15/hour for return employees. Wilkinson would like to increase those hourly rates to \$14/hour for new hires and \$16/hour for return employees. Merten asked if the seasons would also work four 10-hour days, and Wilkinson stated yes, as he wants them working only when the Secondary Road guys are working. Motion by Merten, second by Ringgenberg, to authorize Engineer Wilkinson to advertise for two **seasonal mower operators**, with a wage of \$14/hour for new hires and \$16/hour for return employees. Carried.

Engineer Bret Wilkinson presented the bids that were submitted for the two abutment repair projects. Five bids were received: Boulder Contracting, Grundy Center, IA, for \$110,000, Graves Construction Co., Spencer, IA, for \$180,400, Dixon Construction, Correctionville, IA, for \$170,000, Nelson Rock Contracting, Inc., Onawa, IA, for \$227,090, and Merryman Bridge Construction, Algona, IA, for \$208,000. The Engineer's estimate was \$65,000 per bridge. Motion by Merten, second by Altena, to award the bid for the two **abutment repair projects**, to Boulder Contracting, Grundy Center, IA, for \$110,000. Carried.

Engineer Bret Wilkinson informed the Board about an application he will be submitting to RPA for State funds to pave M36, going through Linn Grove, 2.1 miles. This same paving project was submitted last year, and was not awarded funds. Wilkinson would like to submit the application again, and if funds were awarded, both bridges will be replaced, and still have time for everything to settle before resurfacing the road. Wilkinson will be submitting for \$420,000, with the County share being \$280,000. Motion by Ringgenberg, second by Merten, to approve and authorize the Chair to sign the **Fast Act Application** for funding of 2.1 miles of M36, going through Linn Grove to the County line. Carried.

Engineer Bret Wilkinson informed the Board that he has ordered the semi-tractor, and will have carryover funds for FY'21. Wilkinson asked the Board whether they preferred carrying over the funds in to FY'22, and then amending the budget in order to spend the funds, or if should be looking for a piece of equipment that was included in the FY'22 budget, and pay for it out of his FY'21 budget. Wilkinson would like to look for a track excavator, and if he could find a good, used one, he would purchase it out of his FY'21 equipment budget. The consensus of the Board was to have Wilkinson proceed to look for something on his **FY'22 equipment list**, and purchase out of his FY'21 budget.

**Secondary Road Report:** The crew has been hauling gravel and blading the gravel roads. The gravel roads are soft due to the soaker rain this week; they have done a little stock piling.

The Chairman opened the Public Hearing on the **FY'22 Budget Hearing**, with Auditor Susan Lloyd, Recorder Shari O'Bannon, Engineer Bret Wilkinson, Bldg/Grounds Supt. Joe Keller, I.T. Director Tyler Van Houten, Env Health/Zoning Director Kim Johnson, Drainage Engineer Brian Blomme, and Treasurer Danelle Haberman, present, and Angie Wilkinson, Mark Van Hooser, and Jerilyn Sahr present virtually. Auditor Lloyd reviewed the proposed tax levies, and the ending fund balances as a percentage of expenditures. Snyder opened it up for questions. There were no questions, and no written comments were received. Motion by Ringgenberg, second by Altena, to close the public hearing. Carried.

Motion by Ringgenberg, second by Altena, to approve and authorize the Chair to sign the **Adoption of Budget & Certification of Taxes** and **Resolution #2021-03-23-A, Adoption of 2021/2022 Budget.** Carried.

**RESOLUTION 2021-03-23-A**

**ADOPTION  
OF  
2021/2022 BUDGET**

**WHEREAS** Buena Vista County, Iowa held a Public Hearing on March 23, 2021 for input for the 2021/2022 Fiscal Year Budget and County Levies.

**WHEREAS** Iowa Code Section 331.434 authorizes the board of each county to certify property taxes annually at its March session.

**THEREFORE**, on March 23, 2021 the Buena Vista County Board of Supervisors approved the following levies and property tax asking.

**Levies**

3.50000	General Basic Levy
2.30000	General Supplemental Levy
0.58622	Mental Health Levy
3.84523	Rural Service Levy
0.83184	Debt Service Levy
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11.06329	Total Levies

**Property Tax Levied Dollars**

4,344,604	General Basic
2,855,026	General Supplemental
727,684	Mental Health
2,856,851	Rural Service
1,055,516	Debt Service
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11,839,681	Total Property Tax Dollars

**Committed Funds**

\$346,974	Fund 0001 – General Basic Fund (County Trails & Signs)
\$ 243	Fund 0001 – General Basic Fund (Heritage Tours)
\$115,772	Fund 0011 – Rural Basic Fund (County Trails & Signs)
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\$462,989	Total Committed Funds

**Passed and approved this 23rd day of March, 2021.**

/s/ Kelly Snyder, Chairman.....Attest: Susan K. Lloyd, County Auditor

Bldg/Grounds Supt. Joe Keller presented a request to allow the Memorial Day **Parade of Flags** to use the Courthouse grounds this year. Keller stated that he has some history of the Parade of Flags, and that he and some of the committee members will be sharing it with media, for a news article. Motion by Merten, second by Ringgenberg, to allow the Memorial Day Parade of Flags to use the Courthouse grounds. Carried.

Bldg/Grounds Supt. Joe Keller informed the Board that he received a donation of a portrait and picture of **Abner Bell**, along with newspaper articles. Keller will hang the portrait in the Courthouse lobby, and mentioned that maybe the picture and newspaper articles should go to the BV County Historical Museum. Keller will discuss this with Supervisor Huseman, as he was the one in contact with the person who donated the pieces.

Bldg/Grounds Supt. Joe Keller gave a **department update**. The “red shed” has been moved and he has the bill for the rent of the shed; Keller and I.T. Director Tyler Van Houten have been busy with the Courts, and helping with the setup at the Community Center for jury selection, also sanitizing, and making sure that the sound system works. Merten stated that he appreciates Keller’s and Van Houten’s work at the jury selection.

Engineer Spencer Pech, ISG, and BV Drainage Engineer Brian Blomme, presented the final plans for the DD #101 Open Ditch Repair. The repair is from C-49, 2.5 miles down to DD #34 (Raccoon River). The work is to commence on or before June 7, 2021, and work completed on or before November 22, 2021. The cost estimate is \$178,800. Blomme stated that letters will be going out to land owners traversed by the project, along with a publication once a week for two consecutive weeks, in the official newspaper of the District. Motion by Merten, second by Ringgenberg to approve the plans and specifications, as filed, for **DD #101** Open Ditch Repairs. Carried. Motion by Altena, second by Merten, to direct Drainage Engineer Brian Blomme, to obtain bids for the cleanout of **DD #101**. Carried. Motion by Merten, second by Ringgenberg, to set a date, time, and location to open bids for the **DD #101** cleanout project, with bids due by 11:00 a.m. on April 27, 2021, with the bid opening at 11:30 on April 27, 2021, at the Board of Supervisors meeting. Carried.

Drainage Engineer Brian Blomme introduced his **new employee**, Eric Yunginger, as Assistant to the Drainage Engineer. Yunginger started yesterday. The Board welcomed Yunginger to his new position.

County Attorney Paul Allen discussed with the Board, what their thoughts were regarding employees leaving work to get a COVID vaccine, whether the employee would need to use their sick leave, and also, if employees have a reaction from the vaccine, would that time also be deducted from the employee’s sick leave. The Board suggested allowing the employees to use part of their 3-hour wellness time, for when they leave to get their vaccination. The Board asked Nurse Administrator Julie Sather if she would be willing to have a vaccination clinic to the Courthouse, on a Friday, when the vaccine is available for everyone. Sather stated that a clinic could be arranged, as she has done for other businesses, but at this point, she doesn’t have a date when the vaccine will be available for everyone. Motion by Ringgenberg, second by Altena, to encourage employees to get the **COVID-19 vaccination**, and to use part of their 3-hour wellness leave for the worktime missed while getting the shot and returning to work. Carried.

County Attorney Paul Allen informed the Board that he will be requesting a budget amendment for his FY'21 budget, due to the cost of upgrades to the Discovery Process. Allen presented three options for consideration: 1) Replacing the server and workstation, replacing flash drives and licensing them, and postage for mailing the flash drives to the defense attorneys. 2) A cloud-based server, with a yearly cost of \$4,300, plus they would still need to replace the Discovery server. 3) Hybrid system of replacing the server, and using the cloud base to provide information to the defense attorneys. Allen stated that he has funds in Capital Projects, along with carryover funds from FY'20, but would still need a budget amendment. Motion by Merten, second by Ringgenberg, to authorize County Attorney Paul Allen to proceed with option 3, the hybrid system of replacing the **Discovery Server** and using the cloud base to provide information to the defense attorneys. Carried.

Public Health Administrator Julie Sather gave the Board an update on the **COVID vaccine**. Sather stated that BV County has a 3% positivity rate for the last seven days. Sather is still receiving 300 prime doses and 300 boosters per week. Last week, there were 1,286 doses administered in BV County. Sather stated that there have been 4,300 people fully vaccinated in BV County. Sather stated that there is one variance from the UK that is in Iowa. This variance spreads faster, so she encourages people to still follow social distancing and wearing masks. Sather is working on public education, encouraging people to get vaccinated.

Env Health/Zoning Director Kim Johnson requested that the Board set a date for a public hearing for Ehlers Home Finisher-BKE Enterprise, LLC, MMP expansion, in Section 22 Grant Township. Motion by Ringgenberg, second by Altena, to set a **public hearing** for Ehlers Home Finisher-BKE Enterprise, LLC, MMP expansion, in Section 22 Grant Township, for March 30, at 10:15 a.m. Carried.

Auditor Susan Lloyd presented her deputy appointments and salary recommendations to the Board. Merten commented that he would like to see the salary recommendations higher than what was presented. Lloyd stated that she would also like to increase her recommendations, stating that the past year was rough, dealing with COVID and running 3 elections, but didn't think her administration budget would cover a higher increase. Motion by Merten, second by Ringgenberg, to concur with the **Auditor's appointment** of Sharon Henkel to 1<sup>st</sup> Deputy, and to approve her salary at 82% of the Auditor's, to concur with the Auditor's appointment of Karla Ahrendsen to Election Deputy, and to approve her salary at 78% of the Auditors, to approve a salary increase for Kristina Konradi to 78% of the Auditor's salary, and to approve a salary increase for Yvonne Sandhoff to 65% of the Auditor's salary. None of the percentages include the stipend given to the Auditor as Board Secretary, and all appointments and increases are effective March 22, 2021. Carried.

Motion by Ringgenberg, second by Merten, to authorize the Chair to sign the **Certificate of Appointments** for Sharon Henkel and Karla Ahrendsen. Carried.

Motion by Ringgenberg, second by Altena, to approve the **minutes** of 3/16/21 as corrected, and the following **reports**: September 30, 2020 Audit Report for Mid-Sioux Opportunity, Inc., February YES Center minutes, February NWIPDC Policy Council minutes, March EMA minutes, February SHIELD FY'20 Budget Status, February RIDES minutes, and the NWIPDC Executive Committee March meeting packet. Carried.

Motion by Merten, second by Ringgenberg, to approve and authorize the Chair to sign the **Zilus ACH Form**. Carried.

Motion by Merten, second by Ringgenberg, to set the date and time for a **budget amendment for FY'21**, for April 27, 2021, at 9:00 a.m. Carried.

Motion by Ringgenberg, second by Altena, to approve the Class C **Liquor License**, Outdoor Service & Sunday Sales, for Little Sioux Golf & Country. Carried.

Motion by Merten, second by Ringgenberg, to approve the Class C **Liquor License**, Outdoor Service & Sunday Sales, for LCCC, Inc, DBA Lake Creek Golf. Carried.

Motion by Ringgenberg, second by Altena, to approve and authorize the Chair to sign the County's insurance **renewal quote application for ICAP**. Carried.

There being no further business, motion by Ringgenberg, second by Merten, to adjourn the meeting at 11:39 a.m. until Tuesday, March 30 at 8:30 a.m. for a regular session. Carried.