

**BOARD OF SUPERVISORS MEETING
FIRST MEETING, 2025 SESSION (1)
JANUARY 2, 2025**

The Buena Vista County Board of Supervisors met for the first meeting of the 2025 session on Thursday, January 2, 2025, at 8:30 A.M. in the Boardroom with Chairperson Ringgenberg presiding, and the following other members present: Croker, Hartman, Merten and Snyder, and with Auditor Susan Lloyd as clerk for the meeting.

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

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

Motion by Merten, second by Snyder , to approve today's agenda as printed. Carried.

Motion by Croker, second by Merten, to approve the **minutes** of the 12/31/2024 meeting as presented and to adjourn the **2024 session**. Carried.

The first order of business for the 2025 session was the election of the Chairperson of the Board and Vice-chairperson. Chairperson Ringgenberg called for nominations for **Chairperson of the Board of Supervisors**. Motion by Croker, second by Hartman, to nominate Paul Merten as Chairperson of the Board of Supervisors. Motion by Snyder, second by Ringgenberg to cease nominations. Carried. Merten was then elected Chairperson of the Board by the following vote. Ayes: Croker, Hartman, Ringgenberg, and Snyder. Nays: None. Abstention: Merten. Motion by Merten, second by Ringgenberg to nominate Croker as Vice Chairperson. Motion by Snyder, second by Merten to cease nominations. Carried. Croker was elected as Vice Chairperson by the following vote: Ayes: Hartman, Merten, Ringgenberg, and Snyder. Nays: none. Abstentions: Croker.

Motion by Ringgenberg, second by Merten, 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.

Depository Resolutions 2025-01-02-A

Motion by Ringgenberg, second by Hartman, that the updated Depository Banks by the Treasurer, Recorder, & Sheriff will be used during 2025 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	\$2,500,000.00
	Security Trust & Savings Bank, Storm Lake	\$36,000,000.00
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	\$50,000.00
Attorney:	Central Bank, Storm Lake	600.00

and, that the 2025 Federal Depository Bank shall be Security Trust and Savings Bank, Storm Lake, with the payroll deposits to be made by wire transfer.

Matrix Construction Evaluation

Motion by Snyder, second by Croker, to approve and to authorize the Chair to sign **Resolution 2025-01-02-B** adopting the matrix construction evaluation process. Carried.

**RESOLUTION #2025-01-02-B
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, 2025, and January 31, 2026, 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 2nd day of January 2025.

/s/ Paul Merten, Chairman, Board of Supervisors..... /s/ Susan K. Lloyd, County Auditor

Official Newspapers

Having received a request for official newspaper designation from each newspaper, motion by Ringgenberg, second by Croker, to designate the following as official newspapers for legal publications for 2025: The Storm Lake Times Pilot 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.

Motion by Snyder, second by Hartman, that Buena Vista County is the **Employer of Record** for the Rolling Hills CEO Dawn Mentzer, Office Administrator Kelsey Allen, & Coordinator of Disability Services Caylyn Bishop thru June 30, 2025. Carried.

Chairman Merten asked if there was anyone online that wished to be heard during **Hear the Public**, with no response.

Board Appointments

Motion by Hartman, second by Croker, to appoint the following persons as delegates and representative to the committees, commissions and boards as noted for 2025, with changes, and pending any changes that may need to be made later. and to designate all the remaining Supervisors as alternates:

Snyder- representative on the **Third Judicial District Department of Correctional Services Advisory Board**.

Snyder–delegate, all the remaining Supervisors as alternates, to the **Local Emergency Management Commission** (Chapter 29C.9).

Snyder-representative, all the remaining Supervisors as alternates, to the **Region III Local Emergency Planning Council (LEPC)**.

Snyder-representative, all the remaining Supervisors as alternates, to the **Buena Vista E-911 Service Board**.

Hartman–delegate all the remaining Supervisors as alternates, to the **Buena Vista Solid Waste Commission**.

Croker and Hartman-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**.

Merten and Croker as members of the board of **Storm Lake United Economic Development Revolving Loan Fund**.

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

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

Snyder--representative, all the remaining Supervisors as alternates, 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 (12/31/25), Don Diehl (12/31/29), and Dave Patton-appointed by the County Attorney (12/31/25) to the **BV County Civil Service Commission**. (341A.2)

Lee Duffield-representative, to the **Regional Housing Authority** until 12/31/2028.

Croker and (1 vacancy) to the **Northwest Iowa Regional Housing Trust Fund**.

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

Hartman-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 (12 County)**.

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): Hartman, Kory Elston, Dan Bailey (as Bret Wilkinson's designee), Nathan Rubendall, Justin Anderson, Tracy Gotto, Joe Keller, Hunter Knudtson, Yvonne Sandhoff, Greg Johnson, Aimee Barritt, Tyler Van Houten, Louie DeRoos, Stacey Blee, Connie Jesse, Jo Fitchett, and Brian Blomme, with Mike Raner as Safety Coordinator.

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

Croker and Laura Hanks-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**.

Danelle Haberman, Dan Hartman, and Susan Lloyd to the Buena Vista County **Deferred Compensation Board**.

Bret Wilkinson, Kory Elston, Joe Keller, Aimee Barritt, Paul Merten, and Kelly Snyder to the **Weather Committee**.

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

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

Curt Reis, Susan Lloyd, Joe Keller, Bret Wilkinson, Tyler Van Houten 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**.

Public Health Administrator Julie Sather, Sheriff Kory Elston, County Attorney Paul Allen, Supervisor Kelly Snyder, and EMA Director Aimee Barritt to the **Opioid Abatement Committee**

Joe Keller as the **Lock-out/Tag-out Program** Coordinator for the Courthouse, DHS Annex, E. Richland Annex, Geneseo Annex. E5th/Seneca Annex and Cayuga St. Annex.

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

Ben Mueggenberg as Buena Vista County **Zoning Administrator** and **Buena Vista County Floodplain Coordinator**).

Planning & Zoning Commission members: Kyle Hansen, Richard Marshall, Gary Sundblad, Marvin Engel, Melanie Anderson

Zoning Board of Adjustment members with 5-year terms as follows: Richard Langner-12/31/26, Mitch Sievers-12/31/29, Greg Sundblad-12/31/27, Steve Lind-12/31/28, and Jason Meyer-12/31/25.

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

Dr. Garrett Feddersen, **County Medical Examiner**, and Tim Speers-Chief Deputy Medical Examiner, and independent MEs Greg Ebersole, Doug Simons, Jennifer Hustedt, John Dahl, & Dave Patton, as **Deputy Medical Examiners** (Chapter 331.801). Terms expire 12/31/2025.

Hartman as representative to the **BV County Trails Advisory Council**.

Andrew Kelly (6-30-27), Corey Diischer (6-30-25), Paul Sennert (6-30-26), Ron Witham (6-30-26), and Lee Meth (6-30-27) to the **Veterans Affairs Commission** for the 2025 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. Robert Whitmore 12/31/2025, Julie Sievers-12/31/27, Shelly Rock-12/31/26, Rhonda Ringgenberg-12/31/26 and Jon McKenna-12/31/2027.

BV Co Conservation Board-Jeff Kestel-12/31/29 Erica Larson -12/31/25, Rick Meyer-12/31/26, Sarah Vanderhoff-12/31/27 Tyrone Seaman-12/31/28.

BV County Wellness Committee: Lacey Anderson, Jen Fulcher, Angie Wilkinson, Kathy Croker, Sharon Henkel, Eric Chase, Alison Myrtue, Angela Lai, Isabel Andrade.

BV County Insurance Committee: Ashley Herrig, Ashlyn Norse, Jon Buss, Josh Nielsen, Rob Danielson, Greg Johnson, Ben Mueggenberg, Yvonne Sandhoff, Lacey Anderson, Curt Reis, Rhonda Ringgenberg, Mark Van Hooser, Bret Wilkinson, and Tyler Van Houten.

EMS Board: Kelly Snyder, all the remaining Supervisors as alternates

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

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

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

Croker and Snyder as Board of Supervisor representatives to the **Hazard Mitigation Planning Committee.**

James R. Nelsen with a term expiring 6/30/2025 Tim Heuton with a term expiring 6/30/2026, and Mark Herrig with a term expiring 6/30/2027 to the **Lincoln Benefited Fire District Board of Trustees.**

Kathy Croker to the **SRFDC Committee** held Spring and fall at the ISAC meetings.

Croker and Merten with Hartman as alternate for the **Marina subcommittee.**

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 2024 Code of Iowa, the Auditor informed the Board that she has named herself and her Deputies, Sharon Henkel and Karla Ahrendsen, 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 Snyder, that the Buena Vista County Employee Handbook with the effective date of January 1, 2020 and amended 04-18-2023, along with the various Departmental Rules, Job Descriptions, and any amendments 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 Ringgenberg, second by Hartman, that **election workers** for 2025 be paid \$14.00/hr. and chairpersons \$15/hr., effective this date. Carried.

Meal and Mileage Rate Reimbursements

Motion by Ringgenberg, second by Snyder, 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, minus alcoholic beverages, up to a maximum of \$60.00 per diem which includes a gratuity and any additional charge for using a credit/debit card, following the handbook policy. (Reimbursements for meals, when no overnight stay is involved, will show on the employee's W-2). No reimbursement will be made for 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 Snyder, second by Hartman, to approve the following reimbursement and the Lodging Expense policy:

mileage reimbursement rate for sheriff's service fees at the current IRS rate \$.70/mile on 1/1/2025.

mileage to employees (including deputy medical examiners, township elected officials, and election workers) at the rate of \$.04 cents under the current IRS standard mileage rate (.66), for each mile traveled by private vehicle (not for county owned vehicles) for county business in 2025.

The **Hotel Reimbursement & Human Trafficking Policy** which applies to county employees wanting reimbursement for hotels they stay in while under County employment for meetings and training went into effect January 1 of 2022 and remains in effect indefinitely. Carried.

Drainage Resolutions and Assessments

Motion by Snyder, second by Hartman, 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 2025 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 2025 shall be payment of \$50 per beaver tail for beavers trapped in drainage districts as adopted January 1, 1986, and, the beaver control program shall be \$50/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 \$2,000 in non-drainage districts areas in each fiscal year. Carried.

There being no further business, motion by Ringgenberg, second by Snyder, to adjourn the meeting at 10:13 a.m. until Tuesday, January 7 at 8:30 a.m. for a special meeting.