

**Dickinson County Board of Supervisors  
June 13, 2017**

9:00 A.M. Present are Supervisors Paul Johnson, Mardi Allen, Tim Fairchild, Pam Jordan Vice-Chairperson and Chairperson Bill Leupold.

The pledge of allegiance to the flag was recited by those present.

Moved by Allen, seconded by Jordan, to approve Contract 30-C030-051 to Iowa Civil Contracting Inc., for Trails Project TAP-R-C030(051)—8T30 in the amount of \$1,214,765.46. Roll call vote: Allen-aye, Jordan-aye, Johnson-aye, Fairchild-aye, and Leupold-aye.

Moved by Jordan seconded by Fairchild, to approve the May 30, 2017 board minutes as amended. Roll call vote: Jordan-aye, Fairchild-aye, Johnson-aye, Allen-aye, and Leupold-aye.

Moved by Allen, seconded by Fairchild, to approve and adopt

**RESOLUTION 2017-11 NOXIOUS WEED POLICY 2017- WEED NOTICE:**

From the Office of Dickinson County Weed Commissioner: To All Property Owners

**BE IT RESOLVED BY THE DICKINSON COUNTY BOARD OF SUPERVISORS**, that pursuant to the provisions of Chapter 317 of the Code of Iowa, it is hereby ordered: That each owner and each person in the possession or control of any lands in Dickinson County shall cut, burn, or otherwise control all noxious weeds thereon as defined in this chapter, at such times in each year and in such manner as shall prevent said weeds from blooming or coming to maturity, and shall keep said lands free from such growth. That it is recommended that noxious weeds be cut or otherwise controlled on or before the following dates and as often thereafter as is necessary to prevent seed production throughout the growing season. However, these are only guidelines. Weather conditions may cause weeds to mature several weeks ahead of normal and consequently require control measures prior to the listed dates.

Group 1: June 9, 2017- Poison Hemlock, Musk thistle, Leafy Spurge, Hoary Cress, Wild Mustard  
Group 2: June 23, 2017- Canada thistle, Russian knapweed, Buckthorn, Smooth Dock, Multiflora Rose  
Group 3: July 7, 2017- Field Bindweed, Wild Carrot, Teasel, Horsenettle, Perennial Sowthistle, Quackgrass, Velvetleaf, Puncturevine, Cocklebur, Bull Thistle, Shattercane, Purple Loosestrife.

That if the owners or persons in possession or control of any land in Dickinson County fail to comply with the foregoing orders, the Weed Commissioner shall cause this to be done and the expense of said work including the costs of serving notice and other costs, if any, to be assessed against the real estate. Complaints will be handled as follows: The complaint is to be called in or emailed to the weed commissioner with the contact information below. State the reason for the complaint, the location of the property, the noxious weeds found therein, the owners of the land and the tenants or persons in control of the land. Aric Ping, Weed Commissioner, 712-338-4786 or [aping@co.dickinson.ia.us](mailto:aping@co.dickinson.ia.us)

Roll call vote: Allen-aye, Fairchild-aye, Johnson-aye, Jordan-aye, and Leupold-aye.

**HEREBY ADOPTED AND PASSED** by the Dickinson County Board of Supervisors this 13<sup>th</sup> day of June, 2017.

The Board reviewed the payroll changes submitted by the departments for salaries and hourly wages beginning on July 1, 2017. Outside of the negotiated union contract (3%), and individual merit increases requested, the Board has set 5% for the Sheriff's Department, and 3% for all other county employees as the FY'18 increase. Moved by Allen, seconded by Johnson, to approve and set the following salaries and

hourly wages for Dickinson County Employees for FY'18, beginning July 1, 2017 and ending June 30, 2018. Roll call vote: Allen-aye, Johnson-aye, Fairchild-aye, Jordan-aye, and Leupold-aye.

Attorney: Assistant-Travis Johnson-\$83,074.00/yr, Assistant-Lonnie Saunders-\$53,708.00/yr, Brandy Benson-\$41,919.00/yr, Cathy Hanson-\$47,875.00/yr, Vanessa Potter-\$47,995.00/yr, Kris Andera-\$15.35/hr, Jacob Oeth-\$15.00/hr, Julie Stahly-\$13.08/hr; Auditor: Deputy-Tammi Ficken-\$53,550.73/yr, Deputy-Goldie Gross-\$53,550.73/yr, JoLynn Harms-\$22.13/hr; Community Services/MHCPC: Director-Beth Will-\$60,735.04, Susan Duhn-\$18.80/hr; Conservation: Director-Lee Sorenson-\$73,578.52/yr, Brian Cuperus-\$41,088.96/yr, Bryanna Kuhlman-\$43,260.00/yr, Aric Ping-\$44,254.98/yr, Kiley Roth-\$43,657.01/yr, Charles Vigdal-\$39,752.76/yr, Luke Davison-\$11.25/hr, Duane Ficken-\$15.25/hr, Sue Hyde-\$14.25/hr, Jack (John) Jones-\$12.25/hr, Brittany Lende-\$11.00/hr, Jaeger Marco-\$11.00/hr, Ryan McPherrren-\$15.00/hr, Chad Olthoff-\$11.00/hr, Clay Pavelko-\$11.25/hr, Ed Purdy-\$12.25/hr, Data Processing: Alissa Holtz-\$79,956.00/yr; GIS Technician: Amy Schmeling-\$48,502.00/yr; Recorder: Deputy-Lori Eggers-\$48,776.00/yr, Deputy-Janelle Treganza-\$48,776.00/yr, Gina Eygabroad-\$16.22/hr; Secondary Roads: Engineer-Daniel Eckert-\$106,255.00/yr, Jason Dalen-\$22.97/hr, Michelle Dodds-\$21.94/hr, Benjamin Ehlers-\$22.97/hr, Frank Franek-\$25.04/hr, Shon Gembler-\$24.53/hr, Michael Gremms-\$22.97/hr, Daniel Gusev-\$15.45/hr, Ronald Holle-\$22.97/hr, Danny Jensen-\$22.97/hr, Richard Larson-\$18.44/hr, Bill Lehner-\$21.08/hr, Sawyer Marco-\$18.44/hr, Chad Matthiesen-\$19.47/hr, Kenneth Mehan-\$25.04/hr, John Miller-\$35.63/hr, Richard Neppel-\$26.35/hr, Craig Prentice-\$22.97/hr, Benjamin Radcliffe-\$22.97/hr, Erin Reed-\$23.55/hr, Michael Sexton-\$18.44/hr, Daniel Stahly-\$18.44/hr, Roland Taylor-\$18.44/hr, Gary Thompson-\$25.04/hr, Lance Tunland-\$22.97/hr, Verlyn Vanderveen-\$25.04/hr, Todd Wee-\$28.82/hr, Randall Wittrock-\$19.51/hr, Charles Zweibahmer-\$18.44/hr; Sheriff: Chief-Anton Petersen-\$71,305.61/yr, Lieutenant-Matthew Grimmius-\$69,208.40/yr, Glen Albertoni-\$18.67/hr, Laurie Albertoni-\$18.81/hr, Amber Bailey-\$20.02/hr, Nicholas Fiebig-\$18.81/hr, Jarrod Fischer-\$21.68/hr, Tatum Green-\$18.81/hr, Scott Greer-\$18.81/hr, Joshua Johnson-\$28.50/hr, Cain Junkman-\$16.87/hr, Kandace Kolpin-\$22.69/hr, Robert Krause-\$18.81/hr, Tracy Kuiper-\$28.50/hr, Pablo Leal-\$18.81/hr, Joshua Lee-\$19.35/hr, Joshua McClain-\$18.81/hr, Michael Moses-\$20.02/hr, Kristopher Mulder-\$21.50/hr, Andy Preston-\$18.04/hr, Joshua Roberts-\$28.50/hr, Amy Russell-\$17.91/hr, Kathy Sprague-\$20.02/hr, Andrew Van Schepen-\$20.02/hr, Megan Van Schepen-\$ 18.81/hr, Brandon Vodraska-\$28.50/hr, Gerald Wagener-\$18.81/hr, Lynn Westcott-\$20.02/hr, Richard Zalabowski-\$18.81/hr; Trails Director: Erin Reed-\$33,212.00/yr; Treasurer: Deputy-Emily Bossard-\$52,477.00/yr, Deputy-Michelle Caskey-\$52,477.00/yr, Deputy-Christian Ostovic-\$52,477.00/yr, Patricia Andersen-\$15.58/hr, Lori Birkland-\$13.70/hr, Terri Foss-\$14.68/hr, Patricia Olthoff, Cheryl Wee-\$14.41/hr; Veterans Affairs: Director-Ann Miller-\$36,650.49/yr, Patricia Oleson-\$8.58/hr; Zoning/Sanitation/Silt/Environmental Health: Director-David Kohlhaase- \$63,599.00/yr, Megan Kardell-\$20.64/hr.

The Board reviewed the appropriations needed for FY'18 Departmental Budgets, and acted upon such Budgets. Moved by Johnson, seconded by Jordan, to approve 100% of the FY'18 Approved Budgets to the individual departments in the amounts as listed below, with an effective date of July 1, 2017. Roll call vote: Johnson-aye, Jordan-aye, Allen-aye, Fairchild-aye, and Leupold-aye.

	<u>Department</u>	<u>FY'18 Budgets</u>
01	Board of Supervisors	\$4,842,878 (exp=\$1,662,340 +trfs=\$3,220,538)
02	Auditor	\$542,689
03	Treasurer	\$567,843
04	County Attorney	\$684,303

05	Sheriff	\$1,963,939
07	Recorder	\$325,298
20	Engineer	\$6,694,600
21	Veteran Affairs	\$107,203
22	Conservation Board	\$1,266,975
23	Health Board	\$246,000
25	Human Services	\$31,000
26	Oak Haven	\$50,000
27	DC Trails	\$2,202,819
28	Medical Examiner	\$27,000
31	District Court	\$84,900
33	County Library	\$71,572
34	Historical Society	\$22,500
36	Ambulance	\$3117
39	Community Services	\$75,208
51	General Services	\$439,950
52	Data Processing	\$560,438
53	Physical Planning	\$211,648
60	Mental Health	\$563,605
99	Non-Departmental	\$2,158,443 (exp=\$1,866,205+ trfs=\$292,238)

Moved by Johnson, seconded by Jordan, to authorize the County Auditor to periodically transfer sums from the General Basic and rural Services Basic Funds to Secondary Road Fund during Fiscal Year 18, and the total maximum transfer from General Basic Fund to Secondary Road Fund for Fiscal Year beginning July 1, 2017, shall not exceed the sum of \$204,524 and the maximum transfer from Rural Services Fund to Secondary Road Fund shall not exceed the sum of \$2,595,314, effective July 1, 2017. The County Auditor is directed to update the books when operating transfers are made and to notify the County Treasurer and County Engineer of the amounts of the transfers. Roll call vote: Johnson-aye, Jordan-aye, Allen-aye, Jordan-aye, and Leupold-aye.

#### FY'18 Transfer of Funds:

- 1) General Fund to Secondary Road Fund=\$204,524
- 2) Rural Basic Fund to Secondary Road Fund=\$2,595,314 (1/2 Dec '17, 1/2 May '18)
- 3) General Fund to Economic Development Fund=\$30,500
- 4) General Fund to trails Maintenance Fund=\$110,000

Moved by Fairchild, seconded by Allen to offer Pride Group five hundred dollars (\$500) for the commercial stove that is housed at the former County Home building. Roll call vote: Fairchild-aye, Allen-aye, Johnson-aye, Jordan-aye, Leupold-aye.

9:30 A.M. Time for the Public Hearing on the reclassification of benefit assessments for Drainage District #28, further known as Lower, Upper main, and branches. Chairman Leupold opened the Public Hearing. Rick Hopper, engineer with Jacobson Westergard present to discuss the reclassification report for Drainage District #28. He informed the Board by reclassifying the district, the expense would be on the

landowners that would receive the greatest benefit that being the Lower part of the ditch. As there was no one present for the public hearing, the Chair closed the hearing. Moved by, seconded by, to approve and accept the reclassification report. Roll call vote: Allen-aye, Fairchild-aye, Johnson-aye, Jordan-aye, and Leupold-aye.

After much discussion, it was moved by Allen, seconded by Johnson, to keep the current courthouse closing policy as already stated in the personnel policy handbook. It reads: In the event the Board of Supervisors orders any County offices effectively closed, there shall be no loss in pay or status for the employees involved. Department rules shall prevail in departments with 24 hour scheduling demands. Roll call vote: Allen-aye, Johnson-aye, Fairchild-aye, Jordan-aye, and Leupold-aye.

Moved by Fairchild, seconded by Jordan, to add a policy regarding insurance that reads: Employee, Spouse, and/or Child: When one of the aforementioned is eligible to be on an existing family member's Dickinson County Policy and both/all are working for Dickinson County, it is mandatory that they be covered under the same policy with Dickinson County. Roll call vote: Fairchild-aye, Jordan-aye, Johnson-aye, Allen-aye and Leupold-aye.

Moved by Jordan, seconded by Allen, to amend the current policy regarding family sick time usage from 3 days to five days. Roll call vote: Jordan-aye, Allen-aye, Johnson-aye, Fairchild -aye, and Leupold-aye.

Moved by Fairchild, seconded by Allen, to add son-in-law and daughter-in-law to the five day bereavement policy. Roll call vote: Fairchild-aye, Allen-aye, Johnson-aye, Jordan-nay, and Leupold-aye.

Moved by Jordan, seconded by Leupold, to add a one day policy to cover leave for the death of an aunt, uncle, niece, nephew, and cousin. Roll call vote: Jordan-aye, Leupold-aye, Johnson-nay, Allen-aye, and Fairchild-nay.

Other policies discussed included a wellness benefit, vacation leave, emergency sick leave bank, and earning a personal day. There was no action taken and will be considered in the future.

10:15: The Dickinson, Clay, and Emmet County Board of Supervisors met as trustees of Joint Drainage District #61 CD, & E at 10:15 A.M.

Chairman Leupold opened the meeting.

**Present:** Dickinson: Supervisor's Paul Johnson, Mardi Allen, Pam Jordan, Tim Fairchild, William Leupold, Assistant County Attorney Lonnie Saunders, and Deputy Auditor Boots Gross.

**Telephonically:** Clay: Supervisor's Barry Anderson, Dan Skelton, Randy Swanson, Auditor Marjorie Pitts

**Present:** Emmet: Supervisor's Beverly Juhl, Tim Schumacher, John Pluth, Jeff Quastad, and Roger Hash.

Moved by Emmett County Supervisor Beverly Juhl, seconded by Clay County Supervisor Barry Anderson to appoint Dickinson County Supervisor William Leupold as Chairperson for the meeting and Dickinson County Deputy Boots Gross as secretary for the meeting. All voted aye.

Rick Hopper from Jacobson-Westergard & Associates present. Hopper presented the joint boards with the preliminary engineering report explaining the proposed repair work and an estimate of cost of the work within Joint Drainage Ditch #61, Branch #61. Moved by Dickinson County Supervisor Allen and seconded by Emmet County Supervisor Schumacher to accept the preliminary report for JT Drainage District #61, Branch #61 as presented. All voted aye.

It was moved by Emmet County Supervisor John Pluth, seconded by Clay County Supervisor Barry Anderson, to set the time and date for the public hearing for the Preliminary Engineering report for Joint Drainage District #61 C, D, & E Branch #61 on Tuesday, August 22, 2017 at 10:15 A.M. All voted aye.

Several residents from Clay County were present to discuss the additional cleanout of the Main Outlet of JT 61 south to Trumble Lake. Hopper reported that he had consent from the IDNR to clean part of the area they were concerned about and he was hoping to have the IDNR people do an onsite tour of the other areas that needed further cleanouts. He hoped to show them the areas and then do the work the same day.

Time for discussion of the annexation of the Palo Alto County land located within Joint CD& E Drainage District #61. Hopper reported that Palo Alto has no knowledge of this annexation and there was no legal obligation to notify Palo Alto County at this point. The land to be annexed is approximately 258 acres. Moved by Emmet County Supervisor Schumacher, seconded by Dickinson County Supervisor Allen approving the annexation of land within Palo Alto County to be included in JT CD& E Drainage District #61. All voted aye.

Moved by Dickinson County Supervisor Jordan and seconded by Emmet Co Supervisor Roger Hash to set the public hearing for the annexation of approximately 258 acres in Palo Alto County to be held on August 22, 2017 at 10:15 A.M. All voted aye.

At their county's next regularly scheduled county board meeting, the supervisors of Clay, Dickinson, and Emmet County's will set the time and day of the bid letting for the repairs to be for JT CD & E #61 Branch #61 cleanout for Tuesday August 22, 2017, at 11:00 a.m.

It was suggested by some of the attending county supervisors that Rick Hopper, Jacobsen Westergard, and Lonnie Saunders, assistant county attorney for Dickinson County, submit a letter to the Iowa Department of Natural Resources in joint support that the level of Trumble Lake be managed as to not interfere with JT C D & E Drainage District #61.

As there was no further items presented to the joint boards, it was moved by Emmet County Supervisor Jeff Quastad, seconded by Dickinson County Supervisor Mardi Allen, to adjourn. All voted aye.

County Engineer Dan Eckert present. Moved by Jordan, seconded by Fairchild, to approve the contract for MP17-01 with Fort Dodge Asphalt in the amount of \$124,107.60 for the maintenance work located in various areas of the county. Roll call vote: Jordan-aye, Fairchild-aye, Johnson-aye, Allen-aye, and Leupold-aye.

Moved by Allen, seconded by Fairchild, to approve a utility permit with ILEC for underground power lines, single and three phase, at a nominal 240 volts, 7200 volts, and 12470 volts. Bored and encased in continuous pvc conduit. The purpose of this construction is to replace the existing feeder line for reasons of capacity and reliability. There will be eleven new above features in the county right of way. The work will begin at the intersection of 242<sup>nd</sup> Avenue and 182<sup>nd</sup> Avenue and continue all the way to 24489 182<sup>nd</sup> Avenue in Sections 15, 16, and 21 of Center Grove Township. Roll call vote: Johnson-aye, Allen-aye, Fairchild-aye, Johnson-aye, Jordan-aye, and Leupold-aye.

Moved by Allen, seconded by Fairchild, to approve a utility permit for Interstate Power and Light Company. It is an underground three phase primary cable, transformers, and junction cabinets along the 225<sup>th</sup> Avenue right of way. The work is being done as part of Dickinson County project number L-617 on 225<sup>th</sup> Avenue from the intersection of 250<sup>th</sup> street northerly 0.06 miles. Roll call vote: Allen-aye, Fairchild-aye, Johnson-aye, Jordan-aye, and Leupold-aye.

Moved by Johnson, seconded by Jordan, to approve the Joint Drainage District #3 D&O repair for Duane Drost in Section 9 of Westport Township. The repair should be approximately \$1000. Roll call vote: Johnson-aye, Jordan-aye, Fairchild-aye, Jordan-aye, and Leupold-aye.

Eckert reported that the repair work requests for Jeff Jones in Drainage District #23 and Jeff Ashland in Drainage District #26 has been delayed and will be placed back on the agenda for the board to consider in two weeks at their next meeting.

Moved by Johnson, seconded by Jordan, to approve the Drainage District #41 repair for Duane Drost in Section 15 of Westport Township. The repair should be approximately \$1000. Roll call vote: Johnson-aye, Jordan-aye, Allen-aye, Fairchild-aye, and Leupold-aye.

Moved by Allen, seconded by Jordan, to approve the Drainage District #87 repair for Tom Carr in Section 14 of Superior Township. The repair should be approximately \$1000. Roll call vote: Allen-aye, Jordan-aye, Johnson-aye, Fairchild-aye, and Leupold-aye.

Assistant County Attorney, Lonnie Saunders presented the supervisors with several proposals for a firework display permit issuance policy. Various cites gave their consent for the County to continue to issuing the permits. After much discussion, the Board decided to table a decision until a later date.

Moved by Allen, seconded by Jordan, to approve the Fireworks Display Permit for James Leinbaugh. The display will be held at 1692 225<sup>th</sup> Place, Spirit Lake, Iowa from July 1-July 9, 2017. A certificate of liability has been attached to the permit as required. Roll call Vote: Allen-aye, Jordan -aye, Johnson-aye, Fairchild-aye, and Leupold-aye.

Moved by Johnson, seconded by Jordan, to approve the Fireworks Display Permit for Tal Allen, d/b/a J&M Displays, Inc., The display will be held at 1259 135<sup>th</sup> Ave, Lake Park, Iowa for Farmer Appreciation Days on August 5, 2017. A certificate of liability has been attached to the permit as required. Roll call Vote: Johnson-aye, Jordan-aye, Allen-aye, Fairchild-aye, and Leupold-aye.

The board gave their week weekly board and committee reports.

There being no further business presented to the board, it was moved by Johnson, seconded by Jordan, to adjourn. All voted aye. Meeting adjourned at 12:52 P. M.

Meeting adjourned to the call of the Chairperson.

\_\_\_\_\_William Leupold, Chairperson

\_\_\_\_\_Lori Pedersen, Auditor