

STATE OF IOWA)
) Ss:
DELAWARE COUNTY)

January 6, 2020
Manchester, Iowa
1:15 PM

The Delaware County Board of Supervisors met in regular session this date at 1:15 pm with all Board members present. Also present were Greg Davis, Dan Lett, Ben Krouse-Gagne, Ellen Krogmann, Kathy Rempe, Lea Ann Smith, Daneen Schindler, Anthony Bardgett and Carla K. Becker. There were also two members of the media present. Chairperson Madlom called the meeting to order.

Motion made by Helmricks, second by Buschmann and carried to approve the agenda for today's meeting as posted. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the minutes from the January 2, 2020 regular session as presented. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the following employees to attend their respective out-of-county meetings: Pam Klein to attend ISAC University January 15th & 16th in West Des Moines; Supervisors Madlom, Buschmann and Helmricks to attend the RTA meeting in Dubuque on January 8th; and Supervisors Buschmann and Helmricks to attend the Operation New View meeting in Dubuque on January 9th. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the transfer of \$500 from the 41100 Debt Service Account (Spillway) to the 41200 Debt Service Account (Sheriff's Dept/Jail) to cover initial setup charges for UMB Bank. A change to the Appropriation Resolution is not required since all appropriations for Dept 99 are under the "other" category. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the following claims for payment, including the January 3rd payroll in the amount of \$277,762.40 warrant #36125 - #36231:

Accent Laser Services Inc	Stationery/Supplies	79.95	Koch Office Group	Office Equipment	46.65
Ace Homeworks Inc	Postage & Mailing	24.17	Kris Engineering Inc	Minor Mv Parts & Access	6917.88
Advanced Systems Inc	Stationery/Supplies	20.16	Lahr Repair Inc	Construction/Maint Equip	7630.84
Alliant Energy	Service	1320.43	Mail Services LLC	Postage & Mailing	794.99
Bi-County Disposal Inc	Custodial Supplies	123.00	ManagerPlus Solutions LLC	Data Processing	1424.52
Black Hills Energy	Natural -LP Gas-Fuel Oil	378.35	Manchester Signs LLC	Traffic & St Sign	83.50
Bodensteiner Implement	Construction/Maint Equip	152.03	Matheson Tri-Gas Inc	Repair/Maint-Misc Equip	140.12
BP	Fuels	682.13	Midwest Business Products	Typing/Printing/Binding	12.73
C & J Dirt Works LLC	Park Development – Minor	759.50	Midwest Construction	Planning-Consulting	8718.23
Cargill Inc	Cover Aggregate & Sand	33246.53	Midwest Patch	Roads	772.80
City Laundering Co	Custodial Supplies	394.38	Midwest Wheel	Construction/Maint Equip	241.73
Community Electric Inc	Jail Project – Bond	6274.75	MOCIC	Annual Membership Dues	150.00
CovertTrack Group Inc	Radio & Communications	600.00	National Sheriffs Assn	Education & Training	129.00
Dash Medical Gloves, Inc	SafetyProtect Supplies	99.80	Noah Detention Construction	Legal-Court Related	8160.50
Del Co Memorial Hospital	Emergency Treatment	386.00	Phoenix Supply	Clothing & Dry Goods	228.36
Del Co Public Health	Pass Thru Reimb	18486.55	Precise MRM LLC	Repair/Maint-Radio Equip	673.71
Del Co Treasurer	Insurance Costs	266.29	Radio Communications	Data Processing Supplies	510.00
Des Moines Stamp Mfg Co	Stationery/Supplies	397.00	Doug Rans	Rent Payments	225.00
Dubuque County Sheriff	Legal-Court Related	63.00	Sadler Power Train Inc	Construction/Maint Equip	2150.68
Dubuqueland Door Co	Repair/Maint-Fixed Equip	200.16	Silveredge Cooperative	Fuels	734.50
Edgewood Reminder	Education & Training	147.25	Simmons Perrine Moyer etal	Legal-Court Related	43.50
Edgewood Saw & Supply	Construction/Maint Equip	230.81	Sioux Sales Company	Education & Training	44.90
Jody Elgin	Custodial Supplies	220.50	Spray Land USA	Agric/Hort Services	1462.08
Tina Elgin	Custodial	500.00	Storey Kenworthy	Minor Equip	896.90
Fastenal Company	Safety Items	229.65	Supreme Green Lawn	Buildings-Repair/Maint	35.00
Gillund Enterprises	Shop Equipment	458.16	Three Rivers FS	Fuels	16.30
Garlyn R Glanz	Education & Training	10.00	Truck Country of Iowa	Construction/Maint Equip	355.98
Group Services Inc	Admin Fees	2163.94	University of IA Hosp/Clinics	Medical Records	24.00
Hausers Water Systems	Water Use & Sewer	51.46	UMB Bank NA	Interest - GO Bonds	300.00
Shirley E Helmricks	Employee Mileage/Subs	77.25	US Postmaster	Postage & Mailing	550.00
Henderson Products	Construction/Maint Equip	1489.91	US Postal Services	TMS 258709	1500.00
Hi-Viz Safety	Traffic & St Sign	45.00	Verizon Wireless	Telephone Services	120.03
Hopkinton Municipal Utilities	Electrical Power	92.36	VISA / Mastercard	Postage & Mailing	2060.20
IA Regional Utilities Assn	Water Use & Sewer	53.35	Walmart Community	Custodial Supplies	218.02
Interstate Batteries	Minor Mv Parts & Access	127.95	Weber Paper Co	Custodial Supplies	280.12
ISAC	Education & Training	195.00	Weiners Tree/Stump	Park Development – Minor	616.50
ISAC Group Unemployment	Unemployment Comp	629.49	Windstream	Telephone Service	473.46
IWI Motor Parts	Construction/Maint Equip	171.74	Woodruff Construction LLC	Legal-Court Related	15200.00

All Ayes

There were no "Applications for Approval of Underground Construction on Delaware County Right-of-Ways" submitted for Board consideration at today's meeting.

There were no manure management plan updates submitted for Board consideration at today's meeting.

Motion made by Buschmann, second by Helmricks and carried to approve the following proclamation for National Mentoring Month:

NATIONAL MENTORING MONTH 2020

WHEREAS, studies show that mentoring is a highly effective strategy for preventing several key problems that young people face, and

WHEREAS, mentors are a highly valued source of friendship to the youth in our county; and

WHEREAS, more mentors are needed;

NOW, THEREFORE, WE, THE DELAWARE COUNTY BOARD OF SUPERVISORS do hereby proclaim that January 2020 is National Mentoring Month in Delaware County. As public officials, we also call upon all citizens in our county to join us in raising awareness of mentoring in its various forms, helping to recruit individuals to mentor youth, and support the rapid growth of mentoring in Delaware County.

/S/ Jeff Madlom, Board Chairperson

/S/ Pete Buschmann

/S/ Shirley E. Helmricks

Ellen Krogmann, Mentoring Coordinator for Delaware County, stated they currently have 45 mentors serving youth within the county and 7 youth still waiting for a match. The goal of the program is to connect youth with a caring mentor. The program is designed for youth ages 6 to 16. The mentor can either be school based, after school or community based. Many of the school based mentors are high school students age 16 or above. "The program helps create relationships where youth feel connected, valued and empowered." All Ayes

Presentation and Budget Request – Helping Services of Iowa – Ben Krouse-Gagne

Ben Krouse-Gagne, Director of Community Engagement for Helping Services of Iowa, addressed the Board regarding financial support of Helping Services in the requested amount of \$2,000 for fiscal year 2020-21. Mr. Krouse-Gagne stated that they do have a full-time staff member (Jen Stolka) who covers the county for substance abuse services. Other than Substance Use Prevention, Helping

Services also offers a Domestic Abuse Resource Center, Family Education and Support Programs, and Youth Mentoring. With help from an in-kind donation from the Delaware County Board of Supervisors, Helping Services in the County is currently housed within the Delaware County Community Services Building (Grant Street) in Manchester. The Board thanked Mr. Krouse-Gagne for his presentation.

Motion made by Helmricks, second by Buschmann and carried to acknowledge receipt of the Request for Board Action to Vacate Abandoned Streets and Alleys in the Community of Sand Springs within Delaware County. Since the Board has now received requests to look at vacating the streets and alleys within this unincorporated community from both sides of Highway 38, County Engineer Anthony Bardgett and Brad Burger, (County Land Surveyor) will put some preliminary drawings together for the Board to review. A meeting should then be scheduled with the property owners in the areas. Supervisor Madlom stated he would like to make sure Mr. Burger is tracking his hours expended for the project. He would like the Board to consider reimbursing the Secondary Roads Fund for his time. All Ayes

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the Auditors Quarterly Report showing that for the quarter ending December 31, 2019 a total of \$5,061.50 was collected for various fees and deposited into the general funds. All Ayes

Motion made by Helmricks, second by Buschmann and carried to acknowledge receipt of the Recorder's Quarterly report showing for the quarter ending December 31, 2019 a total of \$36,258.14 was collected and deposited into the appropriate funds as follows: General Fund – \$34,164.14; Recorder's Management Fund – \$1,047.00; and Recorder's Electronic Fee Fund – \$1,047.00. All Ayes

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the Sheriff's Quarterly Report showing that for the quarter ending December 31, 2019 a total of \$99,254.25 was collected for various fees and deposited into the general fund. All Ayes

Motion made by Helmricks, second by Buschmann and carried to acknowledge receipt of the Treasurer's Monthly report showing that for the month of December 2019 a total of \$25,149,102.60 was collected on behalf of all taxing entities and deposited into various banks across the county. All Ayes

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the Treasurer's Semi-Annual Report for FY2019-20 as follows:

**Delaware County Treasurer – Accounting
Semi-Annual Report
Pam Klein, Treasurer-Delaware County Treasurer, Manchester, IA
Certification Date January 6, 2020 For the period from July 1, 2019 - December 31, 2019, Inclusive**

Statement of Account By Fund						
Fund	Balance 07/01/2019	Revenues	Total to be Accounted for	Disbursements	Fund Balance 12/31/2019	Auditor's Warrants Outstanding
01 General Basic	5,294,382.09	3,345,223.46	8,639,605.55	3,074,143.49	5,565,462.06	43,380.13
02 General Supplemental	2,047,772.64	1,215,030.79	3,262,803.43	983,647.52	2,279,155.91	818.58
03 Rural Services Basic	428,157.48	1,818,907.45	2,247,064.93	1,684,729.31	562,335.62	3,159.88
05 Secondary Road	5,774,355.21	5,045,701.92	10,820,057.13	6,675,303.26	4,144,753.87	11,891.28
07 Resource Enhancement	9,344.35	11,693.48	21,037.83	9,371.00	11,666.83	.00
10 E911	140,773.53	132,733.52	273,507.05	103,191.70	170,315.35	2,446.31
16 EMA	97,619.54	71,186.98	168,806.52	45,416.00	123,390.52	91.33
18 Advance Tax	55,691.04	37,090.32	92,781.36	61,672.17	31,109.19	.00
20 Township Control	1,938.87	347,432.94	349,371.81	340,640.17	8,731.64	.00
21 Corporation Control	49,615.89	3,337,217.03	3,386,832.92	3,340,007.50	46,825.42	.00
22 School Control	67,207.42	8,231,335.72	8,298,543.14	8,112,565.49	185,977.65	.00
23 Area School Control	6,374.26	750,022.59	756,396.85	739,643.61	16,753.24	.00
25 Hospital Control	8,661.61	1,122,703.86	1,131,365.47	1,106,246.00	25,119.47	.00
27 Special Fire Districts	18.09	8,506.72	8,524.81	8,157.08	367.73	.00
28 Lake District	1,961,268.33	218,765.03	2,180,033.36	172,140.98	2,007,892.38	33,416.15
29 Co. Ag. Extension	1,155.70	142,654.33	143,810.03	140,618.26	3,191.77	.00
30 Co. Cons. Land Acquisition	23,119.15	12,969.41	36,088.56	3,553.32	32,535.24	.00
31 Co. Assessor	1,551,993.50	372,400.93	1,924,394.43	514,839.05	1,409,555.38	923.28
32 Motor Vehicle Trust	505,946.57	3,727,728.62	4,233,675.19	3,420,579.77	813,095.42	.00
34 City Special Assess. Prj C	9,507.24	76,538.49	86,045.73	82,593.40	3,452.33	.00
35 Tax Redemption Trust	27,157.85	110,341.94	137,499.79	105,384.79	32,115.00	.00
38 Conservation Trust	60,962.95	7,393.25	68,356.20	7,795.41	60,560.79	.00
39 Bangs /Tb	16.61	1,999.82	2,016.43	1,971.68	44.75	.00
44 Records Management	20,059.21	2,124.81	22,184.02	14,103.00	8,081.02	.00
45 Mh-Dd Services Fund	648,467.55	379,545.39	1,028,012.94	431,081.69	596,931.25	1,070.83
48 Recorder's Electronic Fee	383.00	2,075.00	2,458.00	2,127.00	331.00	.00
54 Sheriff Reserve	8,731.98	2,217.50	10,949.48	1,729.71	9,219.77	.00
55 McGee Discretionary Fund	16,765.29	5,000.00	21,765.29	3,321.82	18,443.47	.00
60 Lake Dist - Debt Service	38,029.85	266,689.67	304,719.52	236,251.50	68,468.02	.00
64 Dam/Spillway Debt Serv	721,957.12	377,605.87	1,099,562.99	11,931.99	1,087,631.00	.00
65 Dam Improvement Fund	30,000.00	.00	30,000.00	.00	30,000.00	.00
67 RCTP	45,000.00	70,000.00	115,000.00	45,000.00	70,000.00	20,000.00
68 Capital Project- Sheriff Dept	.00	5,959,589.33	5,959,589.33	233,999.82	5,725,589.51	35,543.92
	19,652,433.92	37,210,426.17	56,862,860.09	31,713,757.49	25,149,102.60	152,741.69

Receipts and Disbursements

Revenue

1000 Current Net Prop. Taxes	18,883,205.96
1010 Delinquent Property Taxes	2,125.00
1100 Pen.,Int. - Current Taxes	12,364.00
1110 Pen.,Int. - Delinquent Tx	212.00
1120 Pen.,Int.-Mobile Homes	55.00
1200 Mobile Home Taxes	6,656.00
1240 Grain Handled Tax	10,159.00
1310 E911 Surcharge	131,594.69
1320 Local Option Sales Tax	638,517.25
1600 Utility Replacement Excise Tax	387,851.00
2000 Road Use Taxes	2,502,439.58
2001 City RUTF Transfer	24,756.78
2020 Liquor Licenses/Beer Permits	780.00
2100 Homestead Tax Credit	405,521.00
2130 Agri. Land Tax Credit	311,124.02
2140 Business Property Tax Credit	441,254.34
2210 Mobile Home Replacement	178.00
2220 Military Service Repl.	11,406.14

2270	Comm/Industrial Replacement		317,284.46
2301	(FEMA Assist)		6,841.75
2342	DHS Administration Reimb.		10,866.13
2345	State pass thru - Medicaid		81,011.92
2441	Bridge Replacement		361,355.99
2501	Contract Law Enforcement		62,398.00
2511	Emergency Management Funding		71,186.98
2517	Dist. Court Adm.		1,087.84
2545	Pymt From MHDS Fiscal Agent		182,884.52
2571	Elections		7,420.68
2592	Ins. Reimbursements – Other Govt		25.00
2624	Well Testing & Abandonment		16,080.00
2627	Veterans Affairs Allocation		10,000.00
2651	Resource Enhancement (REAP)		11,623.00
2712	NATIVE PRAIRIE NON_TAX REPL.		1,188.65
2740	Other State Grants & Entitlements		31,155.76
3310	Sewage Disp/Septic Tank Permit		10,800.00
3320	Water Well Permits		2,375.00
3500	Trip Permits		8,890.00
4000	Recording of Instruments		42,751.00
4015	IA DNR Fees		2,598.25
4020	Boat Fees		555.00
4040	Real Estate Transfer Tax		12,618.59
4100	Auditor's Transfer Fees		2,865.00
4130	Vital Statistics Fees		5,116.00
4140	Document Management Fees		2,075.00
4150	Passport Fees		10,631.00
4160	Electronic Transfer Fee		2,075.00
4200	Tax Sale Publication Costs		300.00
4210	Auto Registration Fees		93,814.00
4220	Auto Use Tax Fees		2,349.98
4250	Motor Vehicle Mailing Fees		6,782.00
4260	Special Assessment Charge		825.00
4270	NSF Check Charge		90.00
4280	Driver's License Fees		25,634.00
4300	Civil Penalty Processing Fees		140.00
4400	Sheriff Fees		49,921.45
5090	Gen. Administrative Fees		531.00
5200	Camping Fees		67,857.00
5500	Copy Fees		278.56
6000	Interest On Investments		210,855.57
6100	Land		33,717.50
6110	Buildings Rent		18,950.05
6290	Misc. Use of Money/Prop. Advance Tax		37,090.32
8100	Contributions/Donations		5,500.00
8220	Overpayments of \$5 or Less		69.80
8330	Secondary Road Materials		5,178.99
8460	State Sales & Use Tax Refunds		2,110.04
8470	Miscellaneous Reimbursements		124,418.35
8501	County Enforcement Charge		772.50
8590	Other Fines & Forfeitures		834.30
9000	General Basic Fund		70,000.00
9020	Rural Service Basic Fund		1,530,533.00
9190	Other Long Term Debt		5,957,144.60
9200	Sales-Capital Assets		3,020.00
06000	Other		1,138.83
16100	Motor Vehicle License		3,669,706.62
16160	Drivers License - State Share		58,022.00
16300	Special Assessments		75,039.49
16600	Tax Sale Redemption		110,341.94
16700	Special Assess=Elderly Cr		1,499.00
Total Revenue			37,210,426.17
Other Financing Sources In			1,600,533.00
Other Financing Sources Out			.00
Expense			
10300	Operating Transfers		1,600,533.00
20000	Auditors Warrants Paid		12,651,017.57
	General Basic Fund	3,004,143.49	
	General Supplemental Fund	983,647.52	
	Rural Co Transportation Program	45,000.00	
	MH-DD Services Fund	431,081.69	
	Rural Services Basic Fund	154,196.31	
	Recorder Record Management Acct	14,103.00	
	Sheriff's Reserve Fund	1,729.71	
	McGee Discretionary Fund	3,321.82	
	Secondary Road Fund	6,675,303.26	
	Capital Prj-Sheriffs Dept/Jail	233,999.82	
	DEBT SERVICE – Spillway	11,931.99	
	Emergency Management Fund	45,416.00	
	Conservation L Acq. & Cap. Imp. Fund	3,553.32	
	Co. Assessor Agency Trust	514,839.05	
	Resources Enhancement Fund	9,371.00	
	Conservation Trust Fund	7,795.41	
	Lake District General Fund	172,140.98	
	Lake District -Debt Service	236,251.50	
	E911 Surcharge Fund	103,191.70	
	Drainage Funds	.00	
20800	Motor Vehicle Fees Paid To State		2,065,577.93
20810	M.V. Fees Paid To General Basic		100,596.00
20830	Drivers License to State		58,022.00
20840	Drivers License to County		25,634.00
20850	Recorders Elec. Trans to State		2,127.00

20900 Use Tax Paid To State	1,168,399.86
20910 Use Tax Paid To General Basic	2,349.98
21000 Paid By Treas. Ck.-Tax Redemption	105,384.79
21200 Treasurer Orders - By Computer	13,870,471.51
21850 Bangs/Tb Erad	1,971.68
21900 Advance Tax To Current Tax	61,672.17
Total Expense	31,713,757.49

January 6, 2020

Balance on Hand \$25,149,102.60

I, Pam Klein, Treasurer of Delaware County, do hereby certify that the report given is a correct summary of the business transacted by me, as said Treasurer, during the period therein specified.

/S/ Pam Klein, Delaware County Treasurer

All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve increasing the credit limit on the credit card through GNB Bank for the Delaware County Board of Supervisors from \$2,500 to \$3,500. The initial reason for the need to increase the credit limit was to pay for permits for the Delaware County Sheriff's Dept/Jail Construction Project. However, with said card being utilized by all three members of the Board and with costs to attend out-of-county meetings on the rise, the increase in credit limit to \$3,500 is well justified. All Ayes

Presentation – Information Regarding the FY 2020-21 Budget – Greg Davis, Solutions, Inc.

Greg Davis, Owner and President of Solutions, Inc out of Spencer, Iowa, addressed the Board regarding the services that Solutions, Inc. provides to Delaware County. Through a variety of software options, services offered include, but are not limited to the following: accounting, payroll, and property valuations; taxation receipting and apportionment; instrument recording, indexing and vital statistic. Solutions also serves the county through IT managed services and data backup systems. Lastly, Solutions hosts the county's website interface. Unfortunately, the current website interface being used by the county will no longer be supported by Microsoft, thus creating the need for a new interface in 2020.

The Board thanked Mr. Davis for his presentation.

Motion made by Buschmann, second by Helmrichs and carried to approve Craig Davis to be appointed as the 2020 County Weed Commissioner retroactively to January 2, 2020. The certification form was signed and submitted to the IA Dept of Agriculture and Land Stewardship on January 2nd. All Ayes

ENGINEER'S REPORT – Suspended until spring.

NEXT MEETING – The next regular board meeting will be held on Monday, January 13, 2020 at 1:15 p.m.

PUBLIC COMMENTS – None

Motion made by Helmrichs, second by Buschmann and carried to adjourn the meeting at 2:32 pm. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor