Approved Emmet County Board of Supervisor Minutes
January 14, 2025, at 08:30 a.m.
Regular Meeting
Board Room, Courthouse

Present: Lisa Hansen, Chair; John Pluth, Jeff Quastad, Lisa Hansen, Tim Schumacher, Vice-Chair

Media: Mike Tidemann, Ed Funston

Emmet County Employees present: Melanie Summers Bauler, Heidi Goebel

Chairman Hansen, called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Quastad, second by Glasnapp to approve the minutes of the last meeting 1.07.2025 also approving them for publication. Motion to approve the agenda by Schumacher, second by Pluth. All Ayes, motion carried.

Committee updates: Quastad and Travis Sheridan-HAZMAT in Mason City; Glasnapp and Pluth-Economic Development; Hansen reviewed county safety meeting updates. No public forum comments.

Motion to approve January claims by Pluth, second by Schumacher. All ayes. Motion carried.

Motion to approve January drainage claims by Glasnapp, second by Pluth. All ayes. Motion carried.

Vendor Name	Payable Description	Total Payments
LARRY WHITE	TOOLS	$245.75
%RON WILSON RINGSTED SENIOR CITIZENS	Monthly Payments	$150.00
ACCOUNTING DEPT AHLERS & COONEY	Summit IUB processing	$370.07
ACE HARDWARE	Annex Remodel locks	$315.96
ALEX EWEN	ENG CONF	$53.15
ALLIANT ENERGY	ARMSTRONG GAS	$1,516.63
ANNIE TENDAL	Matron Fees	$720.00
ANTHONY OLSON	Veteran Transports	$189.81
ARMSTRONG AMBULANCE	Monthly payment	$449.25
ARMSTRONG HISTORICAL SOCIETY	Monthly Payment	$125.00
ARMSTRONG JOURNAL	Legal publications	$638.69
ARMSTRONG SENIOR CITIZENS	Monthly Payment	$150.00
ARMSTRONG SERVICE CENTER	GAS	$109.00
AT & T	E911 Access	$51.89
ATTN: CLIENT BILLING AVERA	Lab comp panel inmate	$157.00
ATTN: WAYNE SCHWICKERATH ISAA	2025 Association Dues	$825.00
B & B FARM DRAINAGE INC	29 Upper LAT C	$14,244.00
BARBARA BOHM	Mileage District Meetings	$248.60
BCN TELECOM	Phone	$67.48
BEN HUNTLEY	Misc Expenses	$1,300.56
BLACK HILLS ENERGY	Gas Courthouse and Annex	$3,280.32
BOB BARKER COMPANY INC	Jail Uniforms	$188.64
BOMGAARS SUPPLY	SUNDRY	$91.35
BRANDON BLAIR	Snow Removal at Annex	$280.00
Bret Mace	Brush Hog Mower	$800.00
BRETT PRESTON	transport and meal	$35.91
Brian Mack	REIMBURSMENT	$85.46
C & G MANUFACTURING LLC	WELDING SUPPLIES	$4,426.08
CAASA	Monthly Payment	$208.33
CAMI PAULSON EMMET CO FAIRGROUNDS	Monthly Payment	$4,664.58
CASEE ROSS	Mileage	$81.40
CDWG INC	Office 365 2 Lic	$476.22
CENTURYLINK	Phone Service Sheriff	$262.26
CENTURYLINK	Long distance conservation	$33.20
CHRISTINE SNYDER	Transport fee FECR013035	$108.00
CINTAS	REFILL	$190.78
CITY OF ARMSTRONG	WATER/SEWER	$118.75
CITY OF DOLLIVER	1ST QTR WATER	$105.00
CITY OF ESTHERVILLE	Annes	$4,148.96
CITY OF ESTHERVILLE-AMBULANCE	Monthly Payment	$2,541.67
CITY OF RINGSTED	GARBAGE	$79.50
CITY OF WALLINGFORD	WATER/SEWER	$35.75
CITY OF WALLINGFORD	Monthly Payment	$337.00
CMBA ARCHITECTS	ARCHITECT SERVICES	$1,746.68
COFFMAN'S LOCKSMITH SHOP	DRILL BITS	$43.67
Colleen Quastad	Matron Fees	$150.00
Corporate Translation Services Inc	interpreter services	$104.43
DANIEL BURTON	ENG CONF	$51.99
DAN'S REPAIR	32-6 1 tires and service work	$156.70
DASH MEDICAL GLOVES INC	Medical Gloves	$121.44
DEB KARELS	CELL STIPEND	$22.20
DES MOINES STAMP MFG CO	Rubber Stamps Lisa Hansen	$41.00
DISCOVERY HOUSE	Monthly Payment	$583.33
DON JOSE RESTAURANT	December Meals	$952.00
DON'S TRUCK SALES INC	PARTS	$332.22
ELECTION SOURCE	Voting Supplies	$1,162.70
ELIZABETH BIXBY	CELL STIPEND	$20.00
ELIZABETH SANCHEZ	Interpreter Services	$311.42
EMMET CO AUDITOR	Flex Benefit EBS Year 2025	$40,858.00

EMMET CO ENGINEER	December Fuel	$2,553.50
EMMET CO HISTORICAL SOCIETY	Monthly Payment	$500.00
EMMET CO SHERIFF	Transport fees FECR013035	$4,049.40
EMMET CO TREASURER	Postage	$886.60
EMPLOYEE BENEFIT SYSTEMS	Health Ins Premium	$105,618.54
Equipmentshare.com Inc	NEW SHOP	$184.98
ESTHERVILLE CHAMBER OF COMMERCE	Monthly Payment	$1,666.67
ESTHERVILLE COMMUNICATIONS	Internet Fees	$466.28
ESTHERVILLE DINNER DATE	Monthly Payment	$300.00
ESTHERVILLE LIBRARY	Monthly Payment	$1,440.33
ESTHERVILLE NEWS AND SPIRIT	BOS Meetings	$959.57
ESTHERVILLE PHARMACY	Prisoner meds, heat pack	$1,419.56
FAMILY CRISIS CENTERS	FY 25 Contribution	$5,000.00
FAREWAY STORES	Groceries	$791.66
FILE 2594 COUNSEL - VISUAL EDGE IT	Copies - Ricoh IM C2500	$92.40
FIRSTNET AT&T MOBILITY	2 months cell, Laptop Air cards	$2,166.86
GORDON FLESCH COMPANY	PRINTER	$94.75
GORDON FLESCH COMPANY GFC LEASING - MADISON, WI	Copier Lease	$853.54
Green Acres Homes	Jan/Feb Rent	$450.00
HEIDI GOEBEL	Mileage	$133.30
HENRY-OLSON FUNERAL HOMES	cremation	$2,000.00
HOME IMPROVEMENT CENTER	SHOP SUPPLIES	$18.94
HY-VEE ACCOUNTS RECEIVABLE	OTC Meds, Meal, supplies	$977.03
INLAND TRUCK PARTS & SERVICE	VINYL NUMBERS	$40.00
IOWA CONCRETE PAVING ASSOC	REGISTRATION	$235.00
IOWA DEPARTMENT OF REVENUE	Class-Listing & Pricing Res Prop	$10.00
IOWA EMERGENCY MGMT ASSOC	Membership fees	$225.00
IOWA LAKES ELECTRIC COOP	TRAFFIC LIGHTS	$3,291.96
IOWA LAKES REGIONAL WATER	GRUVER	$149.00
ISAC UNEMPLOYMENT	Unemployment 4th QTR	$1,277.74
ISAC-REGISTRATIONS	Lisa Hanson Registration	$1,195.00
JACOBSON-WESTERGARD	44 Main District	$2,085.00
JAMES CREECH MD	medical examiner fees	$800.00
JEFFREY ENDERSON	CELL STIPEND	$20.00
JILL MONTREUIL	Dec cleaning	$200.00
JOHN DEERE FINANCIAL	DEF	$802.50
JOHN PITZER SALES	NEW SHOP	$90.00
JOHNSTON AUTO STORES	BATTERY	$480.88
KARI BATMAN	mileage/expense reimbursement	$95.90
KAYLEEN FARMER	CELL STIPEND	$20.00
KEVIN SWALVE	Payroll Correction	$200.00
KIRKHAM, MICHAEL & ASSOC INC	INSPECTION SERVICES	$2,240.79
KWIK TRIP	groceries	$150.10
LARRY KIRCHNER	PHONE	$20.00
LARRY LAIR EXCAVATING INC	DD 87	$337.00
LAWSON PRODUCTS INC	PARTS	$4,177.82
LISA HANSEN	Mileage	$138.60
LUCAS OLESON	PHONE	$20.00
MAIL SERVICES	Postage	$412.28
MAINSTAY SYSTEMS OF IOWA	Monthly maintenance	$237.00
MARCO (DALLAS)	C360 and 3351 Copier Lease	$400.72
MARCO (MPLS)	IT Copier purchase	$1,236.86
MARIA HANSGAARD	Mileage and expenses	$33.79
MARTIN KANE	2 meetings	$91.14
MARY MOORMAN	contracted services	$481.25
MATHESON TRI-GAS INC	WELDING	$322.23
MATT REINEKE	Cell phone and Business cards	$64.00
MEDIACOM	Courthouse phone service	$1,954.25
MELANIE SUMMERS BAULER	CELL STIPEND	$20.00
MICHELLE HOWING	CELL STIPEND	$20.00
MIDAMERICAN ENERGY CO	RINGSTED	$68.40
MIDWEST WHEEL COMPANIES INC	PARTS	$125.32
MONICA CASTILLO	mileage and expenses	$206.77
MONTANDON WRECKER SERVICE LLC	Misc Vehicle expenses	$920.88
NAPA STAR GROUP LLC	PARTS	$1,262.88
NuWay-K&H Cooperative	DIESEL	$2,734.86
NW IA YES CENTER	Shelter Care	$4,450.00
OFFICE ELEMENTS	Office Supplies	$168.33
ONE OFFICE SOLUTION	Binders,Dividers,Chair mats	$436.66
O'REILLY AUTOMOTIVE	PARTS	$87.13
Palo Alto Environmental Health	Private Well Grant July-Sept	$6,504.58
PAMELA DETTMANN	CELL STIPEND	$20.00
PAULA MYHRE	Monthly mileage	$125.95
PRO COOP ESTHERVILLE	Gas	$25.91
PRO COOP POCAHONTAS	OIL	$319.99
QUASTAD DRILLING & REPAIR	Well Repair	$65.00
RICOH USA	Copier	$19.01
RINGSTED AMBULANCE	Monthly Payment	$374.42
RINGSTED DISPATCH	BOS Meeting Pub	$319.36
RINGSTED LIBRARY	Monthly Payment	$480.08
RINGTEL COMMUNICATIONS	E911 Access	$462.98
RIVER VALLEY TELECOMMUNICATION	E911 Access	$740.87
ROA Rochester, LLC	Billboard for OCT	$200.00

ROB GOEBEL	Monthly DHS Rent	$1,992.00
ROXANNE BUDACH	CELL STIPEND	$20.00
S & R AUTO AND TIRE INC	PROPANE	$89.80
SHARON HOOGE	Mileage/expenses	$114.60
SHERRI WILLIAMS	monthly cleaning	$363.00
SIDNEY KRUEGER	cell phone stipend	$20.00
SIRCHIE ACQUISITION CO	Evidence Tape	$38.08
SONIA CASTILLO	ECNCI Exp	$170.45
SPENCER OFFICE SUPPLIES	Office Supplies	$72.76
St. Lukes Health Resources	NEW EMPLOYEE	$42.00
STALLS FARM & HOME	PARTS	$860.59
STATE STEEL OF SPENCER	NEW SHOP	$2,953.25
STEPHANIE J EARLY	Court Transcripts	$16.50
STOREY KENWORTHY/MATT PARROTT	General Office Supplies	$223.01
SUE LEWIS	Matron fees	$150.00
TAMMY KRIEGER	CELL STIPEND	$20.00
TAMMY STINE	Mileage/Meals -Training	$119.42
TAYLOR HOWING	Mileage	$197.65
TEAM SERVICES INC	TESTING	$3,043.34
THOMAS EGELAND	CELL STIPEND	$20.00
TIGER PRIDE LAWN CARE	Bug Spray	$185.37
Tracy L Hett	Depositions	$399.92
TRACY SUESS	Matron Fees	$583.00
TRAVIS FREDERICKSEN	PHONE	$20.00
TREVOR DUCKETT	Offsite Backup Software	$310.58
TRUCK CENTER COMPANIES	PARTS	$841.52
TYLER TECHNOLOGIES	LATCF Conversion	$9,961.25
UNIFORM DEN	Gloves	$40.22
UNIVERSITY OF IOWA STATE HYGIENIC LAB	Water Testing	$399.00
UPPER DES MOINES OPPORTUNITY	FY25 QTR 1 Allocation	$3,000.00
US POSTAL SERVICE - POSTAGE B	Postage	$1,500.00
VANDER HAAGS INC	PARTS	$81.65
VERIZON WIRELESS	phone internet	$541.47
VFW POST 3388	Supper jail	$520.00
VISA	DHS Earbuds, Laptop	$5,076.57
WAHLTEK INC	Maint Agree	$3,453.44
WALTER DAVIS-OETH	ENG CONF	$42.57
WELLS FARGO - ELITE CARD	Meal and Fuel	$990.54
WELLS FARGO FINANCIAL LEASING	Lease - Ricoh IM C2500	$68.00
WEST PAYMENT CENTER	Software charges	$978.20
WILLSON & PECHACEK P.L.C	Attorney Fees	$146.00
WINDSTREAM	Crisis line	$37.61
WINDSTREAM	E911 Access	$243.83
WORLD DATA CORPORATION	Educational and Training	$300.00
ZIEGLER	EQUIPMENT	$427,430.67
	Grand Total	$735,161.74

Paid Prior

DATE	VENDOR	PURPOSE	AMOUNT
12/23/2024	ICAP	Annual Premium	$168,991.00
12/23/2024	ICAP	Annual Premium-E911	$3,496.00
		Total	$172,487.00

Motion to approve Joint District drainage claims by Schumacher, second by Quastad. All ayes. Motion carried.
ECD #61 Beck Engineering for $5338.25
ECD #61 Lair Tiling and Excavation, INC for $425.00

Payroll 2024 December	**$397,097.42**
Total Gross Payroll	**$532,667.29**
County Share IPERS	**$35,191.11**
County Share FICA/SS	**$23,257.98**
County Share Medicare	**$5,439.41**
County Share Health/Life/Dent Ins.	**$71,581.37**

Chairperson of the Emmet County Compensation Board, James Rosendahl, presented the elected official wage increase recommendation for FY26 to the board. Comp board recommendations for County Attorney and Sheriff is a 5% increase: Recorder, Auditor, Treasurer, Supervisors a 3% increase. Rosendahl asked the board if any further information is needed going forward. Discussed the new part of the law that the comp board needs to show their work of how they developed the percentage of recommended increases. Board advised Goebel to have department heads budget for 5% attorney and sheriff, 3% for others but no action taken.

Motion by Quastad, second by Schumacher to accept the resignation of Swan Lake Township Clerk, Jerald Johnson effective April 30, 2025. All ayes. Motion carried.

Auditor Goebel discussed the IGHCP Wellmark Health Insurance renewal percentage for FY26 and a requested increase in consultant fees that Goebel and all members of IGHCP will vote on at the upcoming annual meeting February 6 & 7. Wellmark has a 0% increase for the whole IGHCP plan for FY26.

Goebel presented to the board that the last year of the external audit contract with Winther and Stave is done with the FY24 audit, which Winther and Stave will be presenting on January 28th. Consensus of the board to advertise the RFP locally for FY25, FY26, FY27 external audit.

Advertise in the paper the opening for any community involvement by our citizens to join county committees and boards. Also advertise on our website.

Motion by Schumacher, second by Pluth to accept the resignation of Barb Bohm as Zoning Administrator effective March 1, 2025. All ayes. Motion carried. The Board expressed appreciation to Bohm for filling the Zoning Administrator role several years ago and being willing to serve in this capacity.

Discussion on filling the Zoning Administrator position. Supervisors Pluth and Glasnapp will have discussions with City of Estherville and Palo Alto County. Bohm presented the board with some job posting examples and possible combinations of current job roles such as environmental health and weed commissioner. Option to pay for the role from the rural services fund.

Planning and Zoning Committee Chairperson, Richard McKean, expressed concerns with the future of the Zoning Administrator role.

Motion by Quastad, second by Pluth to enter Closed Session pursuant to Iowa Code 21.5(1)(c) at 10:30 a.m. All ayes. Motion carried.

Motion to leave closed session at 11:10 a.m. by Schumacher, second by Glasnapp. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Motion carried.

Motion by Quastad, second by Pluth to have Melanie Summers Bauler hire outside legal counsel to represent Emmet County in the Red Rock, LLC vs Emmet County Board of Adjustment as she has a conflict of interest. All ayes. Motion carried.

Motion by Quastad, second by Schumacher to adjourn at 11:13 a.m. All ayes. Motion carried.

Board adjourned to a budget planning session.

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Heidi Goebel, Auditor Lisa Hansen, Chairman