

Approved Emmet County Board of Supervisor Minutes  
April 29, 2025, at 08:30 a.m.  
Regular Meeting  
Board Room, Courthouse

Present: Lisa Hansen, Chair; John Pluth, Jeff Quastad, Todd Glasnapp, Tim Schumacher

Media: Mike Tidemann, Ed Funston

Emmet County Employees present: Melanie Summers Bauler, Heidi Goebel, Roxanne Budach, several for groundbreaking ceremony, Walter Davis-Oeth, Travis Sheridan, Roxanne Budach, Tammy Krieger.

Chairman Hansen, called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Glasnapp, second by Quastad to approve the minutes of the last meeting 4.22.2025 also approving them for publication. Motion to approve the agenda by Schumacher, second by Quastad. All Ayes. Motion carried.

Board held a groundbreaking ceremony on the west entrance addition to the courthouse with Christensen Construction.

Committee updates: Quastad-ECCOG and Central Iowa Detention; Hansen-Early Childhood.

Public forum: EMA Director, Travis Sheridan is working on emergency storm shelter locations and would like to use lower level of courthouse and the lower level of West Admin Building. Consensus of the board to allow the building use. Summers-Bauler asked for the Board to RSVP for the Lead the Ville graduation ceremony. Goebel will be attending the Association of Local Government Auditors Conference in Minneapolis next week; Roxanne Budach, will be the board clerk.

County engineer, Walter Davis-Oeth, presented several items to the Board. Motion to approve the Iowa DOT FY 26 Budget by Quastad, second by Pluth. All ayes. Motion carried.

Motion to adopt Resolution 25-16 Five Year Construction Program Schumacher, second Glasnapp. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Resolution adopted. The full multi-page resolution is available on emmetcountya.gov or in the Emmet County Auditor's Office.

Motion to approve the mower quote from Diamond Mowers for \$49,825 by Pluth, second by Schumacher. All ayes. Motion carried.

Consideration of purchasing new survey equipment tabled until next week.

Motion to adopt Resolution 25-15 by Pluth, second by Schumacher. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Resolution adopted.

**RESOLUTION 25-15**  
**Interagency Funds and Secondary Roads Transfer for Fiscal Year 2025**

WHEREAS, the following fiscal year 2024 transfers shall occur between Emmet County Funds as follows:

To Secondary Roads from Rural Supplemental Property Taxes: \$1,245,472

Interagency Fund Transfers:

From Non-Departmental to EMPG \$79,857

From Non-Departmental to HAZMAT \$7698

For a total of \$1,333,027

NOW, THEREFORE, BE IT RESOLVED, that the transfers listed are approved by the Board.

Passed and adopted this 29<sup>th</sup> day of April, 2025. Lisa Hansen, Chairperson Heidi Goebel, Auditor and Board Clerk

Motion by Schumacher, second by Quastad to adopt Resolution 2025-13. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Resolution adopted.

**RESOLUTION #2025-13**  
**A RESOLUTION AUTHORIZING THE AUDITOR'S OFFICE TO VOID CHECKS PAID OUT IN A PRIOR FISCAL YEARS.**

WHEREAS, Emmet County has the following checks dated before June 30, 2023 recorded as outstanding:

**GENERAL BASIC FUND 0001– ACCOUNTS PAYABLE**

| <b>Warrant Numbers</b> | <b>Fiscal Year</b> | <b>Total Amount</b> |
|------------------------|--------------------|---------------------|
| 129191                 | 2017/2018          | 2.10                |

|                                     |           |         |
|-------------------------------------|-----------|---------|
| 13588, 136448                       | 2019/2020 | 416.67  |
| 136577, 137189,137631,137704,139257 | 2020/2021 | 5159.67 |
| 139662,141659, 141860, 142008       | 2021/2022 | 364.94  |
| 142541,142587,143190,144718         | 2022/2023 | 129.33  |

**GENERAL SUPPLEMENTAL FUND 0002– ACCOUNTS PAYABLE**

| <b>Warrant Numbers</b> | <b>Fiscal Year</b> | <b>Total Amount</b> |
|------------------------|--------------------|---------------------|
| 130382                 | 2017/2018          | 22.50               |
| 134494,134687          | 2019/2020          | 34.00               |

**RURAL BASIC FUND 0011– ACCOUNTS PAYABLE**

| <b>Warrant Numbers</b> | <b>Fiscal Year</b> | <b>Total Amount</b> |
|------------------------|--------------------|---------------------|
| 140019                 | 2021/2022          | 6.00                |

**SECONDARY ROADS FUND 0020– ACCOUNTS PAYABLE**

| <b>Warrant Numbers</b> | <b>Fiscal Year</b> | <b>Total Amount</b> |
|------------------------|--------------------|---------------------|
| 123698                 | 2015/2016          | 64.27               |
| 139302,140495          | 2021/2022          | 40.00               |
| 143612,145242          | 2022/2023          | 40.00               |

**EMERGENCY MANAGEMENT FUND 4000– ACCOUNTS PAYABLE**

| <b>Warrant Numbers</b> | <b>Fiscal Year</b> | <b>Total Amount</b> |
|------------------------|--------------------|---------------------|
| 133345                 | 2018/2019          | 20.70               |
| 138182,138667          | 2021/2022          | 170.00              |

TOTAL: \$6,470.18

BE IT RESOLVED, the Emmet County Board of Supervisors do order the Auditor to cancel the outstanding checks and credit the amount to the account, which the check was drawn.

BE IT DULY ADOPTED this 29<sup>th</sup> day of April, 2025, at the regular meeting of the Emmet County Board of Supervisors with the vote thereon being as follows. Lisa Hansen, Chairperson Attest: Heidi Goebel, Auditor and Clerk to the Board

Schumacher left meeting at 9:49.

Auditor Goebel reviewed ED3 drainage district balances. Tabled until next week.

Motion by Quastad, second by Glasnapp to move the dollar amounts from the five inactive drainage lines. All ayes. Motion carried.

ECD 61 (05FA) to ECD 61 Main Open Ditch (05FB) \$82.03

40 Main A Tile (03RF) to 40 Upper Main A OD (03RE) \$9.00

116 (10BA) to 116 (10BD) \$30.00

EPA 21 (024L) to EPA 21 Outlet Main (024Y) \$36.50

EPA Line A (024M) to EPA 21 Line A OD (024T)\$1197.69

Estherville Chamber of Commerce, Lexie Ruter joined meeting. Motion to adopt Resolution 25-14 RAGBRAI Vendor Regulations in Unincorporated Areas Pluth, second by Glasnapp. Roll call vote: Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Resolution adopted.

**RESOLUTION 25-14**

**RAGBRAI VENDOR REGULATIONS IN UNINCORPORATED AREAS**

BE IT ENACTED by the Emmet County Board of Supervisors:

SECTION 1. DEFINITIONS. For purposes of this Resolution:

(1)"Local vendor" shall mean a vendor with a permanent address within Emmet County, Iowa, on the date the vendor's application for a permit under this Resolution is submitted.

(2)"Out-of-county vendor" shall mean a vendor with a permanent address located outside of Emmet County, Iowa, on the date the vendor's application for a permit under this Resolution is submitted.

(3)"Mobile vendor" shall mean either a local vendor or an out-of-county vendor who operates its sale facilities in whole or in part from wheeled or other moveable vehicles, including bicycles, wagons or pushcarts, and who may move its sale facilities from place to place.

(4)"Sale facility" shall mean any device from which the vendor offers food, beverages or merchandise for sale or sells or delivers food, beverages or merchandise.

1.1 FOOD AND BEVERAGE VENDOR AND NON-FOOD VENDOR PERMIT REQUIRED. No person, club, group, organization, corporation or entity of any kind shall provide food or beverages to the public by sale or otherwise during RAGBRAI events anywhere in the unincorporated areas of Emmet County unless the person or entity shall have first obtained a food and beverage vendor permit from an Emmet County RAGBRAI Committee. PROVIDED, HOWEVER, businesses in existence at the start of RAGBRAI events in Emmet County and in possession of a current applicable state, county or city permit for sale of food or beverages may sell food or beverages upon their licensed premises without obtaining a food or beverage vendor permit. HOWEVER, this provision does not allow such existing business to sell food or beverages off-site of the licensed premises, or on the public street or sidewalk abutting to the licensed premises, without first obtaining a food and beverage vendor permit from the nearest local Emmet County RAGBRAI Committee.

1.2 LOCAL FOOD AND BEVERAGE VENDOR AND NON-FOOD VENDOR FEES. The fees for a local food and beverage vendor or a non-food vendor permit for a vendor booth shall be set by the nearest Emmet County RAGBRAI Committee.

1.3 OUT-OF-COUNTY FOOD AND BEVERAGE VENDOR AND NON-FOOD VENDOR FEES. The fees for an out-of-county food and beverage vendor or a non-food vendor without electrical service shall be set by the nearest Emmet County RAGBRAI Committee.

1.4 FOOD AND BEVERAGE LOCATIONS. A vendor who has been granted an Emmet County food and beverage vendor permit shall locate its facility at such location within unincorporated areas of Emmet County as authorized by an Emmet County RAGBRAI Committee in their sole discretion and not on county Right of Way.

1.5 HEALTH REGULATIONS. A person or entity issued a food and beverage vendor permit pursuant to this resolution shall comply with the Iowa Department of Health regulations pertaining to the sale and dispensing of food or beverages for consumption and any local Board of Health rules and regulations pertaining to same.

1.6 VENDOR FEE REFUNDS AND PERMIT TRANSFERS. Vendor fees shall not be refundable in whole or in part and are not transferable.

1.7 GLASS CONTAINERS. To promote safety during RAGBRAI events in Emmet County, all beverages sold during RAGBRAI events in the unincorporated areas of Emmet County, Iowa, by food and beverage vendors shall be provided in non-glass containers only. This requirement shall also apply to any existing business, restaurant, service station, grocery or other establishment selling or providing beverages on its premises for consumption offsite or in an outdoor setting open to the public.

1.8 NUISANCE. The sale or provision of food, beverages or merchandise or the erection of a temporary facility for the sale of such items without an Emmet County RAGBRAI Committee food and beverage vendor permit or non-food and beverage vendor permit during RAGBRAI events, in violation of the provisions of this resolution is a nuisance as defined by state law. If law enforcement officers determine a nuisance to exist in violation of this resolution, an emergency abatement procedure may be executed by any peace officer or those acting at the peace officer's direction by causing the vendor's permit to be confiscated and any illegal facility to be dismantled and removed. In this event, the peace officer or those acting at the peace officer's direction shall provide immediate notice to the offender of the violation or, alternatively, to relinquish the vendor's permit. Failure or inability of the offender to immediately remedy the violation shall result in the emergency abatement procedure above.

SECTION 2. EFFECTIVE DATE. This Resolution shall be in effect during RAGBRAI events in Emmet County July 21, 2025 through July 22, 2025.

SECTION 3. REPEALER. All resolutions or parts thereof in conflict with the provision of this resolution are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision or part of this resolution shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the resolution as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This resolution shall be in effect from and after its final passage, approval and publication as provided by law.

BE IT DULY ADOPTED this 29<sup>th</sup> day of April, 2025, at the regular meeting of the Emmet County Board of Supervisors with the vote thereon being as follows. Lisa Hansen, Chairperson Attest: Heidi Goebel, Auditor and Board Clerk

RAGBRAI courthouse hours tabled until next week.

Motion to approve Estherville Chamber of Commerce request for Courthouse Square use on July 21, 2025 for RAGBRAI Pluth, second by Quastad. All ayes. Motion carried.

Motion to approve Estherville Chamber of Commerce request for Courthouse Square use on Sweet Corn Days, August 2, 2025 and A17 bridge access August 3, 2025 by Pluth. Second by Quastad. All Ayes. Motion carried.

Discussion on the Iowa Drainage District Association's assessment for IDDA annual membership fee to drainage districts. Motion by Pluth, second by Glasnapp to assess the yearly membership fee in an equal ratio to all drainage lines assessed each year as reference in Iowa Code 468.175. Vote: Glasnapp, Hansen and Pluth-aye. Quastad-nay. Motion carried.

Board discussed FY 2025 Budget Amendment #3 discussion on board of supervisors' department budget. Goebel will prepare amendment to Hazmat GL line and any others that may need additional money before the end of FY 25 and present back to the Board.

Motion to set a DD 44 landowner meeting on Tuesday, June 3<sup>rd</sup> at 10:30 by Quastad, second by Pluth. All ayes. Motion carried.

Pluth shared an issue with Drainage District 146 and a tile line redirecting and causing water to build up on Guse's property. Tile was hooked back into the 6" county line as shown on tile map.

Board reviewed Manure Management Plans:

| Owner         | Facility Name            | Site   |
|---------------|--------------------------|--------|
| UNI Swine     | UNI Swine LLC            | #64480 |
| UNI Swine     | UNI Swine LLC            | #64478 |
| Summit Pork   | Denmark 30               | #71717 |
| Jay Gunderson | J & R INC                | #62121 |
| Mike Kollasch | Kollasch Jack Creek Site | #64637 |

Estherville Abstract owner, Michelle Ingvall, joined the meeting to ask the Board about the plans of moving the courthouse departments over to the West Admin Building and her concerns about the amount of books that need moved and the security of the books.

Motion by Pluth, second by Glasnapp to adjourn at 10:53 a.m. All ayes. Motion carried.

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Heidi Goebel, Emmet County Auditor

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Lisa Hansen, Chairman