

Approved Emmet County Board of Supervisor Minutes
March 10, at 08:30 a.m.
Regular Meeting
Board Room, Courthouse

Present:Lisa Hansen, Chair; Jeff Quastad; Todd Glasnapp; Tim Schumacher, Vice-Chair; Absent: John Pluth (via phone)

Media: Mike Tidemann, Ed Funston

Emmet County Employees present: Melanie Summers-Bauler, Walter Davis-Oeth, Allison Fisher, Sheriff Schultes

Chairperson Hansen, called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Glasnapp, second by Quastad to approve the board meeting minutes from both meetings on 03.03.2026, also approving them for publication. All ayes. Motion carried. Motion to approve agenda by Schumacher, second by Glasnapp. All Ayes, motion carried.

Committee updates: Hansen-County Safety Committee updates.

Public forum: Goebel-will be attending ISAC Spring Conference and will attend a meeting with Ahlers and Cooney on behalf of the county. Pluth talked with Rep. Henry Stone about property tax reform.

8:45 Ordinance first reading. 2026-01 An Ordinance Amending the 2013 Zoning Ordinance by Updating Text and Adding New Text to Article XVI, Wind Energy Regulations. Consensus of the Board to have the second reading on the agenda next week on the March 17th agenda.

Walter Davis-Oeth, County Engineer, joined the meeting to present a utility permit from Federated Rural Electric Federation at 110th St. and 490th Ave. near Tuttle Lake. Motion by Quastad to approve, second by Pluth. All ayes. Motion carried. Second utility permit from Iowa Lakes Electric Cooperative at 430th Ave. High Lake Township. Motion by Schumacher to approve, second by Glasnapp. All ayes. Motion carried.

Motion to adopt Resolution 26-10 Certifying LATCF 2025 Annual Report by Glasnapp, second by Schumacher. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Resolution adopted.

Resolution 26-10 A RESOLUTION CERTIFYING LATCF 2025 ANNUAL REPORT

WHEREAS, the undersigned, on behalf of Emmet County (“recipient”) specified below, hereby makes the following certifications to the US Department of Treasury as of the date of this certification:

1. The information, certifications, attachments, and other information provided by the recipient to the US Department of the Treasury related to the Local Assistance and Tribal Consistency Fund (“LATCF”) are true and correct and do not contain any materially false, fictitious, or fraudulent statement, nor any concealment or omission of any material fact;
2. The recipient is utilizing LATCF funds in accordance with all applicable legal, regulatory, and other program requirements, including as provided under Section 605 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021 and as amended by Section 103 of Division LL of the Consolidated Appropriations Act, 2023, and any guidance released by the US Department of the Treasury;
3. The recipient has not spent any LATCF funds on lobbying activities as outlined in the Ineligible Uses section of the Treasury’s Guidance for the Local Assistance and Tribal Consistency Fund;
4. To the extent applicable to the recipient’s award, the recipient is in compliance with Treasury guidance on the application of Build America and Buy America to LATCF funds and any waivers issued by Treasury with regards to the application of BABA requirements to this program;
5. Committed in 2023, \$66,800 committed dollars to technology development.
6. Committed in 2024, the remaining \$33,200 committed to technology development. This committed 100% of the \$100,000 of LATCF money received. Cumulative expenditures in 2024 total \$72,431.63.
7. Expenditures in 2025 total \$27,568.37 to technology infrastructure development, completing the full LATCF expenditure of the \$100,000 towards the cumulative obligation of \$100,000.

NOW THEREFORE, IT IS HEREBY RESOLVED that the undersigned has authority to execute and deliver this certification on behalf of the recipient. Signed this 10th Day of March, 2026. Lisa Hansen, Chair
Attest: Heidi Goebel, Auditor

Motion to adopt Resolution 26-11 Void Outstanding Checks from FY22 to FY24 by Quastad, second by Pluth. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Motion adopted.

RESOLUTION #2026-11 A RESOLUTION AUTHORIZING THE AUDITOR’S OFFICE TO VOID CHECKS PAID OUT IN PRIOR FISCAL YEARS.

WHEREAS, Emmet County has the following checks dated before June 30, 2024 recorded as outstanding:

GENERAL BASIC FUND 0001– ACCOUNTS PAYABLE		
Warrant Numbers	Fiscal Year	Total Amount
144977,145475,145883, 146173,	2023/2024	4663.51

SECONDARY ROADS FUND 0020- ACCOUNTS PAYABLE

DRAINAGE FUND 0100-ACCOUNTS PAYABLETOTAL to void: \$5262.19

Starting hourly wage: 58% of elected hourly \$20.76

On your anniversary date at one year of service: 61% of elected hourly \$21.83
On your anniversary date at two years of service: 64% of elected hourly \$22.91
On your anniversary date at three years of service: 67% of elected hourly \$23.98
On your anniversary date at four years of service: 70% of elected hourly \$25.05
On your anniversary date at five years of service: 73% of elected hourly \$26.13
After six years of employment, there will be no more anniversary wage matrix step raises but the approved COLA raise in July will still be added to your hourly rate. The increase for employees after six years of employment will be the approved COLA each fiscal year.
Fiscal year Cost of Living Adjustment (COLA) will be applied in the July payroll for all employees in the auditor’s, treasurer’s, recorder’s offices that fall under this wage matrix. No additional stipends will be paid outside of this wage matrix.

Budget work sessions points brought up: no additional stipends paid, wage matrix extra tier for most tenured person in the office and county wide longevity for employees paid from county budget. Board held discussion on these three items. Consensus of the board to not make any changes to the wage matrix.

Motion by Quastad, second by Glasnapp to accept the FY 27 wage matrix as written. No additional changes to be made. All ayes. Motion carried.

Consideration of weed commissioner job posting and job description. Allison Fisher and Walter Davis-Oeth joined the meeting to discuss the weed commissioner job opening posting and job description. Fisher prepared both for the supervisors. Advertisement will go to paper and on the Emmet County website.

Motion to enter closed session at 10:22 a.m. pursuant to Iowa Code 21.5 (1) (c) by Schumacher , second by Quastad. All ayes. Motion carried.

Motion to leave closed session at 10:40 a.m. by , second by. Roll call vote: Schumacher-aye, Glasnapp-aye, Pluth-aye, Quastad-aye, Hansen-aye. Motion adopted.

As a result of the closed session, a motion by Schumacher, second by Quastad to continue to have Eric Updegraff continue to represent the county with the his law firm Hinders, Updegraff and Franklin PLC. All ayes. Motion carried.

Manure Management Plans

Owner	Facility	Site #
Lesa Berkland	Berkland Site	57174
Summit Pork I, LLP	Swan Lake 34	67654
Understood Farms LLC	Halfa Finisher Farm	70097

Board will adjourn to a budget work session.

Motion by Schumacher, second by Quastad to adjourn at 10:42 a.m. All ayes. Motion carried.

Heidi Goebel, County Auditor

Lisa Hansen, Chairman