Approved Emmet County Board of Supervisor Minutes
September 8, 2026 at 08:30 a.m.
Regular Meeting
Board Room, Courthouse

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

Media: Ed Funston, Amy Petersen via Zoom

Emmet County Employees present: Melanie Summers Bauler, Matt Reineke

Chairperson Hansen called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Quastad, second by Pluth to approve the board meeting minutes from 9-1-2026, also approving them for publication. All ayes. Motion carried. Motion to approve agenda by Glasnapp, second by Pluth. All ayes. Motion carried.

DRAINAGE: At 8:30, the Emmet Supervisors were joined by the Dickinson County Supervisors for a joint meeting to discuss the Twelve Mile Lake Iowa DNR project. Dickinson County Board Members: Kim Wermersen, William Leupold, Stephan Dullard, Steve Clark, Levi Markwardt.

Quastad updated the Dickinson County Board on the open house meeting with the Iowa DNR that was held in Wallingford. Quastad paraphrased his conversation with the Iowa Drainage District Association Legal Counsel, Doug Stryk: Twelve Mile cannot be annexed into ED3; the Iowa DNR does have the right to draw down the lake to the natural watercourse; the result of the project would result in a natural waterway that the drainage district does not control. Quastad expressed concern about the draw down level that is the same level as the current pipe. Quastad would like to pursue hiring a drainage district attorney to evaluate what legal course the drainage district has as far as if the drainage district could charge the Iowa DNR for the runoff or attaching to the drainage district.

Quastad asked who Dickinson County uses for a drainage district attorney. Bob Goodwin is who Dickinson County uses. Motion by Quastad that one Emmet Board member (Jeff Quastad), one Dickinson Board member (Steve Clark), Emmet County Attorney, Melanie Summers Bauler and Assistant Dickinson County Attorney, Jon Martin, retain Mr. Goodwin as legal counsel in this matter and join in a conference call with Mr. Goodwin.
Motion by Quastad, second by Clark. All ayes by both boards present.

Public forum: Drew Howing, Environmental Studies Instructor from Iowa Lakes Community College, shared his experience as a conservation professional and his interpretation of how the Twelve Mile Lake project will result in a benefit to the Twelve Mile Lake area.

Committee updates: none

Matt Reineke, Conservation Director; Kim Swanson and Steve West, ECCB members joined the meeting to discuss the tax asking transfer to the conservation trust. FEMA dollars were spent in FY 25 and FY26, a partial FEMA payment was received in FY 26. No FEMA adjustment was taken in the FY25 tax asking. Motion by Pluth, second by Glasnapp to include the FEMA expenditures in FY25 and FY26, and the FEMA revenue received in FY26 in the FY2026 tax asking. All ayes. Motion carried. Another

Steve Hallgren, Zoning Director, presented the permit fee schedule resolution he created for Board review.

Motion to adopt Resolution 26-26 Emmet County Zoning Permit Fees Quastad, second by Glassnapp.

RESOLUTION No. _ 26-26 _

A RESOLUTION OF THE EMMET COUNTY, IOWA BOARD OF SUPERVISORS ESTABLISHING FEES FOR ZONING PERMITS AND RELATED ZONING AND DEVELOPMENT ACTIVITIES.

WHEREAS, the Board of Supervisors of Emmet County, Iowa, has adopted a zoning ordinance pursuant to Chapter 335, Code of Iowa, as amended; and

WHEREAS, per Article 21. Zoning Administration and Enforcement, Section 21.7. Fees, of the 2013 Emmet County Iowa Zoning Ordinance, the Board of Supervisors after recommendation by the Planning & Zoning Commission are empowered to establish a fee schedule for zoning permits and other zoning and building related actions and procedures.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Emmet County, Iowa the following fee schedule is adopted for zoning permit fees and additional fees applicable within Emmet County, Iowa, effective upon passage of this resolution.

Fee Schedule

Zoning Compliance Permit $ 50 - for less than $10,000 value
Note: no zoning fees for agricultural uses $ 100 - $10,001-$20,000 valuation
$ 175 - $20,001-$100,000 valuation
$ 275 - over $100,000 valuation
Fence Permit $ 50
Sign Permit $ 50
Variance (BOA meeting) $ 300
Special Use Permit (BOA meeting) $ 300
Temporary Use Permit (sign or building) $ 50
Rezoning (Change in Zoning, P&Z mtg) $ 200
Administrative Appeal (BOA mtg) $ 300

Floodplain Compliance Review/Permit $ 100
Subdivision Plat Adjustment $ 25
Subdivision – Minor Subdivision Review $ 150
Subdivision – Major Subdivision Prelim & Final Plats $ 300
Passed, approved, and adopted on this 8th day of September, 2026.
Lisa Hansen, Chair, Emmet County Board of Supervisor ATTEST: Heidi Goebel, Emmet County Auditor

Roll call vote: Glasnapp-aye; Pluth-aye; Quastad-aye; Hansen-aye. Resolution adopted.

Motion by Quastad, second by Pluth to adjourn at 9:23 a.m. All ayes. Motion carried.

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Heidi Goebel, County Auditor Lisa Hansen, Chairperson