

**MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS**

**MEETING HELD ON JUNE 29, 2018**

- 1) The Board of Supervisors of Sioux County, Iowa, met pursuant to adjournment at 9:00 a.m. with Chairman Sybesma presiding. Members present were John Degen, Mark Sybesma, Arlyn Kleinwolterink, Dennis Wright and Al Bloemendaal.
  - Ryan Dokter, Sioux County Auditor, presented the following resolution for Board consideration. Dokter explained that the inputs and labor for the County Farm department for FY17 were paid in August of 2017 and the County received the bills for FY18 and need to be paid in this fiscal year yet, but will exceed budget. Motion by Kleinwolterink and supported by Degen to approve the following resolution. Roll Call on Vote: Wright, Yes; Bloemendaal, Yes; Degen, Yes; Kleinwolterink, Yes; Sybesma, Yes. Motion carried unanimously.

**RESOLUTION No. 2018-25**

**RESOLUTION TO AMEND COUNTY FARM AND GENERAL SERVICES DEPARTMENT BUDGETS**

WHEREAS, it is unlawful for a Department Head to authorize the expenditure of a sum for a Department larger than the amount which has been appropriated for that Department by the Board; and

WHEREAS, proposed expenditures for the County Farm Department will cause this Department to exceed the amount budgeted for the fiscal year 2017-2018; and

WHEREAS, it is deemed necessary to increase the appropriations for the County Farm Department to not be in violation of Iowa Code Section 331.437; and

THEREFORE, BE IT RESOLVED by the Board of Supervisors that the appropriation for the following Departments be changed as follows:

County Farm Department be increased from \$46,000 to \$51,000

General Services Department be decreased from \$899,145 to \$894,145

The above and foregoing Resolution was adopted by the Board of Supervisors of Sioux County, Iowa, on June 29, 2018.

/s/Mark Sybesma, Chairman  
Sioux County Board of Supervisors

ATTEST:           /s/Ryan Dokter  
Sioux County Auditor

- 2) Tyler Grevenoed, Assistant Sioux County Attorney, presented a draft Animal Control and Protection Ordinance of 2018 for Board input and discussion. Supervisor Kleinwolterink contacted Grevenoed to compile an ordinance due to a situation involving dogs that attacked a citizen in rural Orange City. Law enforcement had little authorization to take action without an ordinance on file. Grevenoed will continue to fine tune the ordinance and public hearings for this ordinance will take place at a later date.

- 3) Tom Kunstle, Sioux County Attorney, reported that he is working with the Assessor on a property tax appeal involving Ag Partners.
- 4) Minutes of the meeting held on June 12, 2018, were submitted, and the Chairman declared them approved.
- 5) Claims were approved for June 29, 2018 as submitted by the County Auditor.
- 6) Ryan Dokter, Sioux County Auditor,
  - Presented a liquor license renewal for the Rock Valley Gun Club located at 2378 310<sup>th</sup> St, Rock Valley, IA for Board approval. Motion by Wright and supported by Bloemendaal to approve the liquor license renewal. Motion carried unanimously.
  - Presented an Audit Engagement letter from Williams & Company to perform audit services to the County for FY2017/2018. Dokter noted a slight increase in costs otherwise the agreement remained the same from last year. Motion by Wright and supported by Bloemendaal to approve the Audit Engagement letter from Williams & Company. Motion carried unanimously.
- 7) As this was the date and 9:15 a.m., the time for a Public Hearing of a Petition to Amend Zoning District boundaries in the SE ¼ of the SE ¼ of Section 20, Welcome Township, from Single Family Residential (RS) to Multi-Family Residential (RM), the Chairman opened the Public Hearing. Shane Walter, Sioux County Zoning Director, informed the Board that the Planning and Zoning Board gave a favorable opinion for this classification change. No written or oral public comments were heard. The Chairman closed the hearing. Motion by Bloemendaal and supported by Wright to approve the following resolution to change the zoning classification. Roll Call on Vote: Wright, Yes; Bloemendaal, Yes; Degen, Yes; Kleinwolterink, Yes; Sybesma, Yes. Motion carried unanimously.

#### **RESOLUTION NO. 2018-27**

WHEREAS, a petition has been received from Brian Groeneweg requesting an amendment to the Sioux County Zoning Ordinance and the Sioux County Zoning Map to change the Zoning Classification of the property described herein, from a Single Family Residential (RS) District to a Multi-Family Residential (RM) District,

#### **PROPERTY DESCRIPTION**

L5 and the East 5 feet of L4, Cleveringa Addition, in the SE ¼ SE ¼ Section 20-96-45

Lot 5 and the East 5 feet of Lot 4, Cleveringa Addition, Sioux County, Iowa, located in the SE ¼ of the SE ¼ of Section 20, Township 96 North, Range 45 West of the 5<sup>th</sup> P.M., Sioux County, Iowa, as described in the recorded 'Declaration of Condo', document number 2009-7935.....

WHEREAS, the above described property and surrounding area has a significant history of residential development and usage, and is not in major conflict with the Sioux County Land Use Plan, and,

WHEREAS, said change does not appear to have a detrimental effect on other properties adjacent to this site, and no major effect on the majority of the property owners in the area, and,

WHEREAS, the Sioux County Zoning Commission recommended, on June 14, 2018, approval of the proposed zoning classification change of the property described and shown on the area site plan attached to this petition.

THEREFORE, it is hereby resolved by the Sioux County Board of Supervisors, that the Zoning Classification of said property be changed from a Single Family Residential (RS) District to a Multi-Family Residential (RM) District, and that said change shall be effective on publication of this resolution.

RESOLVED, this 29<sup>th</sup> day of June, 2018.

/s/Mark Sybesma  
Chairman, Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter  
Sioux County Auditor

- 8) Tom Kunstle, Sioux County Attorney, and Shane Walter, Sioux Rivers Mental Health CEO addresses the proposed Memorandum of Understanding received from Woodbury County in regards to the Sioux Rivers Mental Health Region. Kunstle reviewed the document and stated that the MOU is a waste of time and money, due to the fact that a 28E agreement is already in place. The Board stated that they would be open to reviewing a version provided by Plymouth County, but would not be signing the version of the MOU from Woodbury County.
- 9) Chairman Sybesma introduced discussion on the salary for FY19 and FY20 for Sioux County IT Director, Micah Van Maanen. Sybesma researched salaries of IT Directors in surrounding counties and like-sized counties and found that the salary provided to Van Maanen is in average range of salaries. However, some of those counties contract with other companies for equipment or software installations, whereas Van Maanen provides those services for the County. Motion by Bloemendaal and supported by Wright to amend the IT Director salary for FY19 to \$77,185, which includes the 2% cost of living increase from the FY18 salary and an additional \$4,000, and for FY20 the cost of living increase (yet to be determined) plus an additional \$4,000. Motion carried unanimously.
- 10) Doug Julius, Sioux County Engineer,
  - Presented the following permit agreements for Board consideration 1) Premier Communications placing a cable TV coax cable crossing sections 28 and 29 of Holland Township, ¼ mile north of Orange City on K64, 2) Westel Communications placing a fiber cable in East Orange Township in Nodes 3 and 4, 500<sup>th</sup> St, 510<sup>th</sup> St, Kingbird Ave, and Kiwi Ave, 3) HTC Communications a) replacing fiber cable and installing 2 pedestals in section 14 of Holland Township and b) replacing cable in sections 13 and 14 in Grant Township, 4) MidAmerican Energy installing overhead electric cable in sections 30, 29, 28, 27 in Sheridan Township, 5) Southern Sioux Rural Water installing water line to service a new home in sections 5 and 6 of Eagle Township. Motion by Degen and supported by Kleinwolterink to approve the aforementioned permit agreements. Motion carried unanimously.
  - Requested Chairman's signature on a quit claim deed for the portion of 510<sup>th</sup> St that was vacated. Motion by Wright and supported by Bloemendaal to authorize the Chairman to sign the quit claim deed. Motion carried unanimously.
  - Requested the Chairman's signature on the Contract and Performance Bonds with Graves Construction for project L-1-2018—73-84. Board had previously passed this pending the Engineer's review.
  - Presented contracts for signature for gravel crushing with Keith Hagedorn Construction. The first contract is for the Van Woundenberg Pit, 40,000 ton at \$2.20/ton for a total of \$88,000.00, and the second contract for the Van De Stroet property



11) Ryan Dokter, Sioux County Auditor,

- Requested Board approval of the Business Associate Agreement between the County and the Iowa Counties Technology Services for HIPAA compliance. Motion by Wright and supported by Degen to approve the agreement. Motion carried unanimously.
- Presented the following resolution for Board approval. Motion by Kleinwolterink and supported by Degen to approve the following resolution. Roll Call on Vote: Wright, Yes; Bloemendaal, Yes; Degen, Yes; Kleinwolterink, Yes; Sybesma, Yes. Motion carried unanimously.

**RESOLUTION 2018-23**

**COURTHOUSE CAPITAL IMPROVEMENTS FUND TRANSFER**

WHEREAS, the Sioux County Board of Supervisors created a fund, in accordance to GASB54 regulations, for the purpose of Courthouse infrastructure and renovation,

WHEREAS, it is desired to make the following inter-fund operating transfer:

\$50,000 from the General Basic Fund to the Courthouse Capital Improvements Fund,

WHEREAS, said operating transfer is made in accordance with Section 331.432 Iowa Code,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Sioux County as follows:

Section 1. The following inter-fund operating transfer is to be made effective June 29, 2018.

\$50,000 from the General Basic Fund to the Courthouse Capital Improvements Fund

Section 2. The County Auditor is directed to correct the books accordingly and to notify the County Treasurer of these inter-fund operating transfers, accompanied by a copy of this resolution and the record of its adoption.

Signed and dated this 29th day of June, 2018.

/s/Mark Sybesma, Chairman  
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter  
Sioux County Auditor

- Requested Board approval of the following resolution. Motion by Kleinwolterink and supported by Bloemendaal to approve the following resolution. Roll Call on Vote: Wright, Yes; Bloemendaal, Yes; Degen, Yes; Kleinwolterink, Yes; Sybesma, Yes. Motion carried unanimously.

**RESOLUTION 2018-24**

**Authorize County Auditor to Issue Checks to Make Payments without Prior Board Approval**

WHEREAS, Iowa Code Section 331.506(3) provides that the Board may authorize the County Auditor to issue checks without Board approval for specific purposes, and

WHEREAS Sioux County receives services that have fixed charges including, but not limited to, freight, express, postage, water, light, telephone service or contractual services.

WHEREAS salaries and payrolls for fiscal year 2018/2019 have been set and approved by the Board of Supervisors on April 17, 2018. The employee's salary or hourly rate was certified to the Board by the Department Head.

WHEREAS the bills paid shall be submitted to the board for review and approval at its next meeting following the payment. The action of the Board shall be recorded in the minutes of the Board.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Sioux County to authorize the County Auditor to issue checks for the above listed payments prior to Board approval effective July 1, 2018.

Passed and approved this 29<sup>th</sup> day of June, 2017.

/s/Mark Sybesma, Chairman  
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter  
Sioux County Auditor

- Requested the Board set a date and time for a public hearing to amend the FY2018/2019 Sioux County Budget. Motion by Degen and supported by Kleinwolterink to set July 23, 2018 at 9:15 am as the date and time for a public hearing. Motion carried unanimously.

#### 12) Committee Reports:

- **Degen** – Reported he has been working with the Conservation department on flood cleanup efforts.
- **Bloemendaal** – 1) Reported on the Northwest Iowa Planning meeting in Spencer from June 28. A 3% cost of living increase was given to staff and adopted a budget for 1.5 million dollars, 2) Reported on the RIDES meeting from the 28<sup>th</sup>. A 3% cost of living increase was given to staff plus a 2% bonus to staff based on salary. Adopted a budget totaling 3.3 million dollars, and also reported that a new CFO was hired.
- **Sybesma** – 1) Reported on the Housing Trust meeting and stated that Sioux County has a lot of unused money. The agency is looking to potentially change the criteria to allow funding to rental homes. 2) Reported on the Airport Board meeting from June 25. Progress has been slowed due to the weather. A meeting with landowners near the airport is scheduled for July 2.
- **Kleinwolterink** – 1) Attended a landfill meeting, 2) Attended a Planning and Zoning meeting.
- **Wright**– 1) Attended a YES Board meeting on June 15. Occupancy is down a little and have reduced their budget, but things are going well with the agency overall, 2) Attended the ISAC Board meeting via telephone on June 27, 3) Reported on the Northwest Iowa Development meeting from June 13. The Lt. Governor will be speaking at the partners meeting in September, 4) Attended the retirement party for Marlowe Van Ginkel from Hope Haven on June 27. Van Ginkel worked at Hope Haven for 46 years. 5) Reported that officials in Rock Valley were very complimentary of the County's support from the flooding that took place, including but not limited to, Nate Huizenga, Micah Van Maanen, Derrick Kollis, Josh Dykstra, Doug Juilus, and Dan Altena.
- **Wright & Degen** – Toured the flood damage in Rock Valley with Governor Reynolds and Lt. Governor Gregg on June 23.

- **Wright & Sybesma** – 1) Reported on the Sioux Rivers Mental Health Board meeting from June 26. Motions were made to increase the amount paid to Siouxland Mental Health by \$150,000 and to reduce funding to the Sioux City Schools for services provided by the Sanford Center. Both motions failed. 2) Reported on the meeting with the Northwest Iowa Care Connections Region. Representatives for the Care Connections group seemed very accommodating and are open to the possibility of joining the Sioux Rivers Mental Health Region. 3) Reported that they met with railroad officials in Doon on June 24. The railroad has been very cooperative and had approximately 200 people working at the site to repair the railroad. Oil was spilled from 10 rail cars and the EPA and DNR are doing tests and will be for a few years to come.
- **Degen, Bloemendaal, Sybesma** – Attended the retirement party for Deb Vander Plas from Community Health Partners on June 27. She retired after 29 years.

13) The Chairman adjourned the meeting at 10:40 a.m. until 9:00 a.m. Monday, July 9, 2018.

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Mark Sybesma, Chairman  
Sioux County Board of Supervisors

ATTEST: \_\_\_\_\_  
Ryan Dokter  
Sioux County Auditor