

MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS
MEETING HELD ON APRIL 7, 2020

- 1) The Board of Supervisors of Sioux County, Iowa, met pursuant to adjournment at 9:00 a.m. with Chairman Jerry Muilenburg presiding. Members present were John Degen, Jerry Muilenburg, Carl Vande Weerd, Al Bloemendaal and Mark Sybesma.
- 2) Minutes of the meeting held on March 24, 2020, were submitted and the Chairman declared them approved.
- 3) Motion by Degen and supported by Vande Weerd to approve the claims for April 7, 2020 as presented by the County Auditor. Motion carried unanimously.
- 4) As this was the date and 9:00 a.m. the time set for a Public Hearing to approve the FY2019/2020 County Budget Amendment #1, said hearing was opened by the Chairman. Ryan Dokter, Sioux County Auditor, presented the budget amendment as published in the official county newspapers. Dokter reported on the increases to the budget as follows: Public Health \$100,000 revenue and expense for grants, Veteran's Affairs \$7,000 for health insurance and \$4,500 for supplies, Conservation \$65,000 FEMA, \$45,149 land purchase, \$25,000 overpayment on Sandy Hollow lease, \$40,000 for property insurance and equipment repairs, Zoning \$10,000 for rural address signs, Board \$10,000 for training/mileage, and County Farm \$10,000 for planting/spraying costs. Total amendment for expenditures is \$316,649 and revenues, \$100,000. No written or oral comments were received. The Chairman closed the Public Hearing. Motion by Bloemendaal to approve the County Budget Amendment #1 as presented and the following resolution to approve the budget amendment #1. Vande Weerd supported the motion. Roll call on vote: Sybesma, Yes; Degen, Yes; Bloemendaal, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

RESOLUTION 2020-16
Approval of FY 2019/2020 Budget Amendment #1

WHEREAS, the Sioux County Board of Supervisors has considered the proposed FY 2019/2020 county budget amendment, and

WHEREAS, a public hearing concerning the proposed county budget amendment #1 was held on April 7, 2020,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Sioux County that the county budget amendment #1 for FY 2019/2020, as set forth in the budget summary, is hereby adopted and that the Sioux County Auditor is directed to file said budget and to establish accounting records in accordance with the attached schedules.

BE IT FURTHER RESOLVED that the Chairperson and the County Auditor be and are hereby authorized to sign the approved FY 2019/2020 county budget amendment #1.

Signed and dated this 7th day of April, 2020.

/s/Jerry Muilenburg, Chairman
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter
Sioux County Auditor

5) Motion by Sybesma and supported by Bloemendaal to go into closed session per Iowa Code 21.5(1)(c). Roll call on vote: Bloemendaal, Yes; Degen, Yes; Sybesma, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

6) Motion by Sybesma and supported by Bloemendaal to exit closed session. Roll call on vote: Sybesma, Yes; Bloemendaal, Yes; Degen, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

7) Tom Kunstle, Sioux County Attorney,

- Reported on updates from the judicial system during the COVID-19 pandemic. Traffic citations and criminal complaints are both down. Jury trials have been delayed to mid-summer, and speedy trials as of April 21, will be extended to 120 days, rather than the standard 90 days.
- Reported that Judge Hoffmeyer made the request to be included in any further conversation in regards to courthouse closures.
- Requested that County offices be closed entirely for Good Friday, April 10 as a way to boost morale of County employees during the pandemic. Motion by Vande Weerd to approve the day off on Friday, April 10 as a one-time measure due to unique circumstances and is contingent upon the Clerk of Court's ability to be closed as well. Motion was supported by Bloemendaal. Motion carried unanimously.

8) Micah Van Maanen, Sioux County IT Director,

- Requested Board input on livestreaming Board of Supervisors meetings, temporarily or permanently, due to the courthouse being locked to the public, but offices being open by appointment only.

Supervisor Sybesma is not in favor of livestreaming at this time, due to a lack of interest from the public.

Discussion ensued about conducting meetings by teleconference and how it is important to clearly communicate on the agenda how to access a meeting held via teleconference if the Board decides to conduct meetings in that fashion.

Supervisor Bloemendaal is not in favor of livestreaming at this time unless there is demand for it.

The Board took no formal action on pursuing a livestream option or a teleconference option for conducting meetings at this time.

- Discussed recent illegitimate emails County employees received.

9) Shane Walter, Sioux County Zoning Director,

- Requested Board approval of lease agreement renewals of office space located at 215 Central Ave SE, Orange City, for Bruce and Jan Henryson, and Doug Te Grotenhuis. Motion by Bloemendaal and supported by Vande Weerd to approve both lease agreement renewals. Motion carried unanimously.
- Reported on the upcoming Zoning meeting.

10) Ryan Dokter, Sioux County Auditor, requested Board approval the Certification of Cost Allocation Plan for the Local Administrative Expense (LAE) for indirect DHS costs. The total reimbursement will be \$28,521. Motion by Sybesma and supported by Vande Weerd to approve the Certification of Cost Allocation Plan. Motion carried unanimously.

11) Doug Julius, Sioux County Engineer,

- Requested Board approval of a permit agreement for NIPCO, to bury a fiber communication line in section 7 of Floyd Township. Motion by Degen and supported by Vande Weerd to approve the permit agreement. Motion carried unanimously.
- Reported on the Highway 10 Final Concept project, which spans 20.85 miles. The project will be let in November of 2020.
- Requested Board approval of a truck equipment in the amount of \$88,160. Motion by Sybesma and supported by Degen to approve the purchase of the truck equipment. Motion carried unanimously.
- Updated the Board on secondary road activities. Staff is practicing social distancing and cleaning common areas regularly.
- Distributed the 2020 Fall Maintenance Painting Map to the Board. 92.7 miles will be painted.
- Distributed the 2020 Crack Sealing Map and approximate cost for work will be \$130,000.
- Reported on the Region 3 meeting and stated that 4 projects were funded, 3 of the 4 were over \$1 million, and the County did not receive funding for its project. Since 1995, Sioux County has been awarded approximately \$15 million for projects.
- Presented the Sioux County Secondary Road Budget FY2021 5-Year plan to the Board. Motion by Vande Weerd and supported by Bloemendaal to approve the 5-Year plan as presented for submission to the Iowa Department of Transportation. Motion carried unanimously.

12) Ryan Dokter, Sioux County Auditor,

- Presented two policies for Board approval. The policies are titled as follows: “Sioux County Isolation Guidance and Return to Work”, and “Sioux County Travel and Return to Work-COVID-19”. Both policies provide guidelines to employees and county officials to best protect the Sioux County workforce and public from the spread of COVID-19. The policies also define essential services personnel, non-essential services personnel, and vital staff. Motion by Vande Weerd and supported by Sybesma to adopt the policies as presented. Motion carried unanimously. Policies are on file in the Auditor’s Office.
- Reviewed the expanded FMLA rules under the Families First Coronavirus Response Act (FFCRA) with the Board.
- Requested Board approval of the following resolution. Motion by Sybesma and supported by Bloemendaal to approve the resolution as presented. Roll call on vote: Sybesma, Yes; Degen, Yes; Bloemendaal, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

RESOLUTION 2020-17
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:

\$250,000 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 April 7, 2020.

\$250,000 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 7th day of April, 2020.

/s/Jerry Muilenburg, Chairman
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter
Sioux County Auditor

13) The Board received the Sheriff Quarterly Report for information.

14) Committee Reports:

- **Bloemendaal** – Reported on the RIDES meeting held via teleconference. Agency is considered an essential service and is currently down to 11 full-time and part-time employees. Staffing was at 63 employees previously.
- **Degen** – Reported that EMS will have meetings via teleconference.
- **Muilenburg** – Reported on the teleconference for Iowa Workforce Development. Work is being completed to remain a Region. The Clay County Auditor has been appointed as the fiscal agent and a Kossuth County Supervisor Kyle Stecker was appointed CLEO.
- **Bloemendaal & Vande Weerd** – Participated in the recent interviews for County Engineer.

15) Motion by Bloemendaal and supported by Degen to adjourn the meeting. Motion carried and the meeting was adjourned at 11:36 a.m. until 9:00 a.m. Tuesday, April 21, 2020.

Jerry Muilenburg, Chairman
Sioux County Board of Supervisors

ATTEST: _____
Ryan Dokter
Sioux County Auditor