

June 26, 2018

The Board of Supervisors met at 9:00 o'clock A.M. with Eric Skoog, Chairman presiding. Members present were Blum, Muhlbauer, Schultz and Skoog. Members Absent were Ulmer.

Minutes of the previous meeting were read and approved.

On motion, the Board recognized claims for the Public Health Department and approved claims for all other departments.

The Board recognized the following personnel changes:

Wage Changes – Auditor's Office Staff – Fiscal Year 18-19

Wage Changes – Secondary Roads Employees – Fiscal Year 18-19

At 10:00 o'clock A.M. bid letting for the 2018 Pavement Patching Contract took place. Two bids were received. Denco Highway Construction Corp. bid \$181,814.00, Cedar Falls Construction bid \$145,804.00.

A motion was made by Schultz, seconded by Muhlbauer to award the contract for 2018 Pavement Patching to Cedar Falls Construction for \$145,804.00.

Motion was passed unanimously.

The Board met with Louise Galbraith to discuss appointment to the Veteran's Affairs Commission.

A motion was made by Blum, seconded by Schultz to approve the Business Associate Agreement with Iowa Counties Technology Services.

Motion was passed unanimously.

A motion was made by Muhlbauer, seconded by Schultz to approve the following Resolution:

Resolution No. 2018-12

Resolution Transferring Funds

NOW, THEREFORE, be it resolved by the Board of Supervisors of Crawford County, Iowa that

The sum of Three Hundred Thousand Dollars (\$300,000) is hereby transferred from the General Basic Fund #0001 into the General Supplemental Fund #0002.

The sum of Fifty Thousand Dollars (\$50,000) is hereby transferred from the Rural Basic Fund #0011 into the Rural Supplemental Fund #0012 and

The sum of One Hundred Twenty Two Thousand Dollars (\$122,000) is hereby transferred from the General Basic Fund #0001 into the Secondary Road Fund #0020.

The sum of One Million One Hundred Twelve Thousand Dollars (\$1,112,000) is hereby transferred from the Rural Basic Fund #0011 into the Secondary Road Fund #0020.

Motion was passed unanimously.

A motion was made by Schultz, seconded by Muhlbauer to approve the following Resolution:

**RESOLUTION NO. 2018-13**

FOR

**INTERFUND OPERATING TRANSFER TO SECONDARY ROAD FUND**

WHEREAS, it is desired to authorize the auditor to periodically transfer sums from the General Basic and Rural Services Basic Funds to the Secondary Road Fund during the 2018-2019 fiscal year, and,

WHEREAS, said transfers must be in accordance with Section 331.429, Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Crawford County, Iowa, do hereby authorize transfers to the Secondary Road Fund as follows:

SECTION 1: The total maximum transfer from the General Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2018, shall not exceed the sum of \$178,055, which sum shall consist of the proportioned amount of monies collected from a \$0.16875 cents per thousand dollar levy on all county property, plus an amount equivalent to the monies derived by the General Basic Fund from Military Service Tax Credits under Chapter 426A, and Mobile Home Taxes under Section 135D.22 multiplied by the ratio of \$0.16875 to the General Fund tax rate; and the total maximum transfer from the Rural Services Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2018, shall not exceed the sum of \$2,247,334, which sum shall consist of the proportionate amount of monies collected from a \$3.00375 per thousand dollar levy

on all county rural property, plus an amount equivalent to the monies derived by the Rural Services Fund from Military Service Tax Credits under Chapter 426A, and Mobile Home Taxes under Section 135D.22 multiplied by the ratio of \$3.00375 to the Rural Services Fund.

SECTION 2: Within ten (10) days of being notified of the apportionment of Current Property Taxes, State Replacements against levied property taxes, Mobile Home Taxes, or Military Tax Credit to the General Basic or Rural Services Basic Funds, the auditor shall order a transfer from said fund to the Secondary Road Fund.

SECTION 3: The amount of the transfer required by Section 2 shall be equal to the apportionment made under Section 2 to The General Basic or Rural Services Basic Fund, respectively, multiplied by the ratio of said funds total maximum transfer to the Secondary Road Fund, to the sum of said funds total Current Property Tax Levy, total Mobile Home Taxes, and total Military Service Tax Credit.

SECTION 4: Notwithstanding the provisions of Sections 2 and 3 of this resolution, total transfers to the secondary road fund shall not exceed the amounts specified in Section 1.

SECTION 5: Notwithstanding the provisions of Sections 2 and 3, the amount of any transfer shall not exceed available fund balances in the transferring funds.

SECTION 6: The Auditor is directed to correct her books when said operating transfers are made and to notify the Treasurer and County Engineer of the amounts of said transfers.

Motion was passed unanimously.

A motion was made by Blum, seconded by Muhlbauer to approve the following Resolution:

Resolution #2018-14  
**APPROPRIATIONS PER DEPARTMENT FOR FY 2018-2019**

WHEREAS, it is desired to make appropriations for each of the different offices and departments for the fiscal year beginning July 1, 2018, in accordance with Section 331.434, Subsection 6, Code of Iowa;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Crawford County, Iowa, as follows;

Section 1. The amounts itemized by fund and by department or office in the attached schedule are hereby appropriated from the resources of each fund so itemized to the department or office listed in the first column on the same line of the attached schedule.

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or offices listed to make expenditures or incur obligations from the itemized fund, effective July 2, 2018.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or offices shall expend or contract to expend or contract to expend any money or incur any liability or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2018-2019 budget year the auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the board and recommend appropriate corrective action.

Section 5. The auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The auditor shall report the status of such accounts to the applicable departments and officers monthly during the 2018-2019 budget year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2019.

**PROPOSED EXPENDITURES SUMMARY BY DEPARTMENT AND FUND**

Code	DEPARTMENTS Department	GENERAL FUND		SPECIAL REVENUE FUNDS					All Capital Projects	All Debt Service	TOTALS		
		General Basic	General Supp.	MH-DD Services	Rural Basic	Rural Supp.	Secondary Roads	Other			Budget 2018/2019	Re-est. 2017/2018	Actual 2016/2017
1	Board of Supervisors	171,165	93,320								264,485	261,560	252,205
2	Auditor	156,921	183,297								340,218	351,688	318,803
3	Treasurer	316,497	149,791								466,288	449,362	379,297
4	Attorney	280,745	112,699					9,000			402,444	390,443	376,995
5	Sheriff	1,254,845	367,200		50,000			31,100			1,703,145	1,765,219	1,644,537
7	Recorder	148,916	72,860					20,000			241,776	234,734	215,963
8	Court House	225,984	70,275						410,000		706,259	414,703	452,399
9	Sanitary Disposal				57,668						57,668	52,154	51,043
10	Zoning	6,551	703								7,254	7,194	4,985
11	Accural	4,500	860								5,360	5,990	5,585
12	Public Health	1,188,621	426,869								1,615,490	1,569,763	1,533,965
13	HCCMS	652,462	187,756								840,218	848,091	775,169
19	Roadside				194,200	14,300					208,500	270,300	249,661
20	County Engineer				150,000	365,000	8,068,250				8,583,250	8,168,714	8,450,002
21	Veterans Affair	36,303	3,203								39,506	37,582	33,499
22	Conservation Board	458,890	112,208					20,734	45,000		636,832	759,597	633,099
25	Social Services	13,590	938								14,528	14,390	4,448
27	Weed Commissioner				12,400	1,145					13,545	11,690	6,511
29	Sanitarian	27,100									27,100	24,600	26,500
31	District Court		36,100								36,100	29,200	22,498
33	County Library				60,000						60,000	60,000	58,000
34	Historical Society	5,750									5,750	8,850	9,600
35	Human Services	19,900									19,900	24,800	22,605
36	County Farm	10,000									10,000	12,084	6,951
51	General Services	322,468	150,340					50,000			522,808	511,016	405,617
52	Data Processing	249,866	24,071								273,937	191,819	175,929

53	Flood & Erosion							22,500			22,500	22,500	0
54	Disaster Services		400,000								400,000	275,000	223,000
59	Substance Abuse		16,500								16,500	13,000	4,219
60	Mental Health Admin.			491,540							491,540	639,564	640,589
61	Probation	96,500									96,500	96,500	92,069
99	Non-Departmental							1,000	155,000		156,000	157,522	165,613
	TOTALS	5,647,574	2,408,990	491,540	524,268	380,445	8,068,250	154,334	455,000	155,000	18,285,401	17,679,629	17,241,356

Motion was passed unanimously.

At 10:40 o'clock A.M. Kyle Schultz, left the meeting.

During Citizen's Input the Board met with Duane Zenk for a discussion on Education Requirements for the Assessor and Deputy Assessor.

On motion, duly seconded, the Board adjourned at 10:45 o'clock A.M.

Agendas for the next meeting are posted and available at the Courthouse on Friday at 4:30 o'clock P.M. preceding the next meeting.

County Auditor

Claims Paid 6/26/2018

Chairman

Vendor	Description	Paid
4M Auto Repair	G-Ride Service	26.50
Ability Network Inc	IT System & Software	451.70
Access Systems	IT System & Software	6,640.50
Agriland Fs Inc	Leak Inspection	42.50
Ahlers & Associates	Electronic Charting	837.50
All Flags Llc	Outdoor Flags	1,370.48
ASP Enterprises Inc	Fiber Mulch	2,988.00
Baker, Lue	Bereavement Services	225.00
Barker Lemar Engineering Consultants	Water Quality Report	2,425.00
Black Hills Energy	Natural Gas	11.90
Bluespace Creative Inc	Shooting Range	448.00
Boettger, Larry	Nat Res Area Rep	608.62
Bohlmann & Sons Sanitation, Llc	Garbage Disposal	934.00
Bomgaars	Safety Vests & Supplies	758.54
Bradley, Rod	Service	787.50
Briggs Healthcare	Office Supplies	130.00
Broadway Dental	Dental Care	153.51
Buena Vista County Sheriff	Service	43.50
BW Outfitters	Uniform	139.98
Cass County Memorial Hospital	PHN Agencies/FP Fee/Service	468.80
Central Iowa Distributing Inc	Custodial Supplies	339.50
Charter Oak Library	Allocation	2,040.00
CJ Electronics	Office Supplies	12.99
Clark Equipment	Bobcat	68,169.70
Complia Health	IT System & Software	968.61
Computer Concepts of Iowa	Service	164.17
Computer Md	Desktop Computers	1,888.00
Contech Engineered Solutions Llc	CMP	10,845.52
Counsel Office & Document	Copier Contracts	484.67
Crawford County Engineer's Office	Gravel	3,021.57
Crawford County Fair Association	Fair Booth Rental	310.00
Crawford County Historical Society	Grant Award/Repairs	1,855.98
Crawford County Home Health Agency	PHN Agencies/FP Fee/Service	461.96
Crawford County Medical Clinic	Employee Physical	85.00
Crawford County Memorial Hospital	Pre-Employment Physical	165.00
Crawford County Sheriff	Service	31.50
Cummins Central Power Llc	PM Renewal	568.60
Custom Motorcycle & Sm Eng	Chain Saw & Repairs	318.41
Demey Electric	Parts/Labor	2,407.41
Denison Bulletin Review	Sample Ballot	2,834.64
Denison Do It Best Hardware	Maint	268.03
Denison Hardscapes Inc	Repair Retaining Wall/Grass	
Denison Municipal Utilities	Seeding	9,840.00
Digital-Ally	Utilities	3,472.97
Dow City Library	Camera	825.00
Dow House Fund	Allocation	2,040.00
Earl May Seed & Nursery	Grant Award/Repairs	320.00
Ebix, Inc	Exhibit Display Maint	56.28
Echo Group Inc	Newsletters	428.40
Envision	Light Repairs	85.20
Erlbacher Bros Inc	Pass Thru Grant Expense	2,200.00
Eventide Lutheran Home	Hauling	5,895.24
Evers, Brian	Nursing Facility Charges	12,112.28
Executive Technologies	Damages	870.00
Farm Service Co-Op	Color Copier	5,100.00
Farmers Coop Elevator Co	Seed & Chemicals	29,905.50
Fink, Bev	Seed Material	345.00
	Clothing Allowance	200.00

First National Bank of Omaha	PHEP Grant Purchases	2,589.67
Frazier, Emily	Mow County Cemetery	150.00
Friends of Yellow Smoke	Reimb for Display	2,200.00
Frontier	Telephone	3,078.21
Frontier Communications of IA-911	Telephone	703.41
Galbraith, Louise	Reimbursement	350.00
Gallagher, Lisa	Reimbursement	63.96
Gosch, Chris	Mileage/Equipment	1,737.06
Goslar, Cynthia	Reimbursement	46.33
Graphic Edge, The	Uniform Shirts	119.88
Greenway & Associates Ltd	Tool Repairs	46.92
Gress, David	Damages	3,990.00
Hallett Materials	Maint Gravel	55,097.85
Hansen, Lloyd	DHS Rent	700.00
Harlan Newspapers	Official Publication/Notice	184.00
Harrison County Home Health Agency	PHN Agencies/FP Fee/Service	414.52
Harrison County REC	Utilities	1,330.47
Hawkeye Truck Equipment	Safety Lights	978.14
Herald Publishing Co	Official Publication/Notice	203.00
Housby Mack Inc	Parts	3,927.44
Hy-Vee	Prisoner Meals	3,175.50
Immanuel Lutheran Cemetery	Care of Graves	40.00
Iowa Association Of County Conservation Boards	Annual Membership	1,500.00
Iowa Communities Assurance Pool	Ins Prem	157,238.22
Iowa County Attorneys Association	Spring Conference	325.00
Iowa Hospital Association	Advanced Directive/Health Care	60.00
Iowa Law Enforcement Academy	Jail In-Service	200.00
Iowa Prison Industries	Vehicle Markings	200.20
Iowa State Association Of Counties	ISAC Annual Conf	210.00
Jack's Uniforms & Equip	Uniforms	805.99
Jepsen Repair	Oil Change	53.50
Jerico Services Inc	Dust Control	1,950.30
Joe's Welding	Shooting Range	873.25
John Deere Financial	Parts	159.48
Johnson Specialty Sales Ltd	Shower Doors/Hardware	1,380.00
Johnson, Colin T	Reimbursement	678.57
Kasperbauer Cleaners, Inc	Custodial Service	92.23
Kienast, Joni	ESAT Reimbursement	119.96
Kluender, Troy	Reimbursement	6.20
Lackman, Pam	Reimbursement	117.69
Loby's Auto & Sandblasting Partnership	Repairs	833.42
Mail Services Llc	Postage/Supplies	562.83
Malone, Kurt	Safety Boot Reimb	176.54
Manilla Area Historical Association	Grant Award/Repairs	514.02
Manilla Library	Allocation	2,040.00
Manilla Times Llc	Delinquent Tax List	246.96
Mapleton Press, The	Official Publication/Notice	148.00
Martens, Terri	Reimbursement	25.91
Martin Marietta Materials	Roadstone	62,404.20
McMinemee Seed & Chemical	Seed Material	19,437.50
Mid-Amer Cleaning System	Shop Repairs	413.37
Midamerican Energy	Electric Service	173.93
Mid-American Publishing Corporation	Official Publication/Notice	114.00
Midwest Alarm Company, Sioux City Inc	Service	882.83
Monona County Public Health	PHN Agencies/FP Fee/Service	64.98
Monona County Sheriff	Service	78.98
MPE Equipment Services Inc	Parts	454.65
Mt Olivet Cemetery	Care of Graves	162.50
Myrtue Memorial Hospital	PHN Agencies/FP Fee/Service	888.03
Norelius Comm Library	Allocation	19,800.00
Norstar Industries Inc	Parts	1,569.87
Northern Iowa Construction Products	CMP	19,836.77
NW Iowa Youth Emergency Serv Ctr	Detention	6,398.00
Observer, The	Delinquent Tax List	500.59
Office Stop, The	Office Supplies	335.75
Office World Inc	Desk Calculators	367.62
Optum Hospice Pharmacy Services	Hospice Medications/Management	1,076.77
Outhouse Door Company	Wash Bay Door	7,052.49
Patterson Dental Supply	Oral Health Supplies	832.48
Pediatric Dentistry	Dental Care	76.76
Postmaster	Postage	2,000.00
Quill Corporation	Office Supplies	1,064.07
R & J Lincoln Way Farm	Parking Lot Rent	125.00
R J Thomas Manufacturing Company Inc	Cabin Equip/Maint	4,345.00
Racom Corporation	Antenna/Service	150.00
Radisson	Conf Lodging	288.96
Rasmussen Lumber Co	Decking	2,374.56
Reserve Account	Postage	850.00
Schleswig Library	Allocation	2,040.00
Secure Shred Solutions Llc	Shredding Service	40.00
Sidwell Company, The	Legal Description Class	520.00
Silverline Mobile Concrete Llc	Concrete/Delivered	168.00
Sioux City Foundry Co	Sign Material	2,465.54
St Ann's Cemetery	Care of Graves	332.50
St John's Lutheran Cemetery	Care of Graves	72.50
St John's Lutheran Cemetery	Care of Graves	155.00
St Paul's Cemetary	Care of Graves	27.50

St Paul's Cemetery	Care of Graves	67.50
St Rose of Lima Cemetery	Care of Graves	375.00
Sta-Bilt Construction Co	Cut Back Asphalt	13,825.00
Star Energy	Fuel	6,569.70
Stone Office Products	Office Supplies	1,434.18
Team Ford Lincoln	Vehicle Maint	227.00
Temporary Aid Program	Monthly Allocation	40.00
Thrifty White Stores	Reimb Supplies	62.28
Tyler Technologies Inc	Time & Attendance - 25% Lic Fees	5,198.00
V & H Tire Co Inc	New Tire	115.60
Vanguard Appraisals Inc	Upgrade Appraisal Modules	1,984.00
Verizon Wireless	Cell Phone/Internet Service	496.35
Verlin's Plumbing & Heating	Repairs	230.00
Volkert Sales Lc	NP Elect Rep/Maint	24.99
Waderich Towing	Towing	311.45
Wal-Mart	Supplies	1,029.07
Weis, Seth	Reimbursement	28.86
Wellmark BC/BS of SD	Claims Paid	47,480.54
Western Iowa Power Coop	Sec Lights	1,220.00
Westside Public Library	Allocation	2,040.00
Wright III, David J	Hospice Medical Director	200.00
Zenk Jr, Eugene Duane	Damages	3,160.50
Ziegler Inc	Motor Grader	317,500.00
Zion Lutheran Cemetery	Care of Graves	227.50
Fund Totals		
0001 General Basic		118,995.56
0002 General Supplemental		93,667.54
0011 Rural Basic		96,322.81
0020 Secondary Road		624,764.65
0025 Boat Fund		31.96
0026 Enhanced Substance Abuse Tract		617.34
0029 Cabin Fund - Special Rev		782.00
4000 Disaster Service		195.70
4010 E911		3,271.57
4020 Wellness Program		428.40
4100 Assessor		4,285.01
7900 Sanitary Disposal - Landfill		12,593.43
7902 Landfill-Closure/Post Close Fund		2,425.00
8500 Self-Insurance Internal Serv Fnd		47,480.51
		1,005,861.48

June 29, 2018

The Board of Supervisors met at 2:00 o'clock P.M. with Kyle Schultz, Vice-Chairman presiding. Members present were Blum, Schultz and Ulmer. Members Absent were Muhlbauer and Skoog.

A motion was made by Blum, seconded by Ulmer to approve the following Resolution:

RESOLUTION 2018-15  
RESOLUTION FOR INTER-FUND TEMPORARY OPERATING LOAN

WHEREAS, Department #13 (HCCMS) is funded by grant reimbursements into the General Fund #0001, and

WHEREAS, grant reimbursements for Department #13 (HCCMS) have been delayed during fiscal year ending June 30, 2018, and

WHEREAS, it is desired to temporarily loan monies from the HCCMS Family Planning Fund #0040 to the General Basic Fund #0001 to fund Department #13 (HCCMS), and

WHEREAS, said temporary operating loan is in accordance with Section 331:432 of the Code of Iowa.

NOW THEREFORE, be it resolved by the Board of Supervisors of Crawford County, Iowa, as follows:

Section 1. The sum of Seventy Thousand Sixty Four and 94/100 Dollars (\$70,064.94) is ordered to be transferred from the HCCMS Family Planning Fund #0040 to the General Basic Fund #0001 by June 30, 2018.

Section 2. The Auditor is directed to correct her books accordingly and to notify the Treasurer of this operating loan, accompanying the notification with a copy of this resolution and the record of its adoption.

Motion was passed unanimously.

A motion was made by Ulmer, seconded by Blum to approve the following Resolution:

**RESOLUTION NO. 2018-16**

**RESOLUTION TRANSFERRING FUNDS**

NOW, THEREFORE, be it resolved by the Board of Supervisors of Crawford County, Iowa that the sum of Seventy Thousand Sixty Four and 94/100 Dollars (\$ 70,064.94 ) is hereby transferred from the HCCMS Family Planning Fund #0040 into the General Basic Fund # 0001.

Motion was passed unanimously.

On motion, duly seconded, the Board adjourned at 2:15 o'clock P.M.

Agendas for the next meeting are posted and available at the Courthouse on Friday at 4:30 o'clock P.M. preceding the next meeting.

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County Auditor

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Chairman