

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, January 9th, 2024** at 9:00 A.M. in the public meeting room at the Des Moines County Courthouse.

8:30 AM -Work Session: Board of Supervisors: Review of Weekly Business

PUBLIC NOTICE – the meeting can be viewed by live stream at <https://desmoinescounty.iowa.gov/live/> Anyone with questions during the meeting may email the Board of Supervisors at board@dmcounty.com OR call 319-753-8203, Ext 4

TENTATIVE AGENDA:

1. Pledge of Allegiance
2. Changes to Tentative Agenda
3. Meet with Department Heads / Elected Officials
4. Correspondence
5. Discussion / Vote:
 - A. Resolution #2024-004 Approval of Bottom View Subdivision
 - B. Resolution #2024-005 Reappointment of Ryan Nagrocki to Des Moines County Zoning Commission
 - C. Payroll Reimbursement Claims
 - D. Personnel Actions:
 1. Conservation (1)
 - E. Reports:
 1. Recorder's Report for Fees Collected, December 2023
 - F. Minutes for Regular Meeting on January 2nd, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions held following the meeting:

BOS / Maintenance

RE: Health Department & Conservation Buildings

DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2024-004

WHEREAS Section 354.8 of the Code of Iowa states that a governing body shall certify by resolution the approval of a subdivision plat, and,

WHEREAS the Final Plat for **Bottom View Subdivision** has been reviewed for conformance to applicable County standards by the Des Moines County Auditor, Health Department, Secondary Roads Department, and Land Use Department and has been duly recommended by the aforementioned entities for approval,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby approves the Final Plat of **Bottom View Subdivision**.

Approved and adopted this 9th day of January, 2024.

DES MOINES COUNTY BOARD OF SUPERVISORS

Tom L. Broeker, Chair

Jim Cary, Vice Chair

Shane McCampbell, Member

ATTEST: _____

Sara Doty, County Auditor

FOR CITY / COUNTY OFFICIAL'S USE ONLY

NO.	REVISIONS:	BY	APPR.	DATE
FINAL PLAT		DATE: 12/08/23		
BOTTOM VIEW		DRAWING NO. 8142-1		
SUBDIVISION		23-2192		
		SHEET NO. 1 OF 1		

**DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2024-005**

WHEREAS the Des Moines County Board of Supervisors approves appointments to the Des Moines County Zoning Commission, and

WHEREAS on February 4, 2020, Ryan Nagrocki was appointed to serve the remainder of the 5-year term that was vacated following the resignation of John Roth, and

WHEREAS following the expiration of that term on January 2, 2024, Mr. Nagrocki has expressed interest in continuing to serve as a member of the Zoning Commission,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby re-appoints Ryan Nagrocki, 7113 South Gear Avenue, to the Des Moines County Zoning Commission with a term to expire on January 2, 2029.

Approved and adopted this 9th day of January, 2024.

DES MOINES COUNTY BOARD OF SUPERVISORS

Tom L. Broeker, Chair

Jim Cary, Vice Chair

Shane McCampbell, Member

ATTEST: _____

Sara Doty, County Auditor

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Tanner Grimm Employee # : _____
Title: Conservation Tech. Department: Conservation

STATUS CHANGES

TERMINATION

☐ Resignation ☐ Unsatisfactory Probation
☐ Discharge ☐ Death
☐ Retirement ☐ Other, Explain _____

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

☐ Maternity ☐ Educational
☐ Medical ☐ Military
☐ Other, Explain _____

Dates of Absence _____ to _____

Does the employee Want
Health Insurance Continued ☐ Yes ☐ No
Does Employee Want Life
Insurance Continued ☐ Yes ☐ No

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New Rate _____
Effective Transfer Date _____

LAY OFF

Does the employee Want
Health Insurance Continued ☐ Yes ☐ No
Does Employee Want Life
Insurance Continued ☐ Yes ☐ No
Last Day Worked _____

SALARY ADJUSTMENT

☐ New Hire ☐ Demotion
☐ Anniversary ☐ Reduction
☒ Promotion ☐ Suspension
☐ Probationary ☐ Other, Explain _____

Promotion from Technician to Operations Supervisor

Previous Rate \$49,120.74 New Rate \$52,439.84
Previous Job Title: (if changed) Technician
Effective Date: Jan. 2, 2024

Authorized by: Chris Lee Department: Conservation Date: 1/2/24
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: 1/5/24 Payroll Date: 1/12/24

DATE: January 2, 2024

[illegible]

THE REVENUE LISTED ABOVE WAS RECEIVED FROM_____

BY _____

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION

DES MOINES CO TREASURER

DATE : 1/2/2024 1:02 PM
OPER : 3-Julie
TKBY : Julie Howe
TERM : 3
REC# : R00447452

400 Miscellaneous Receipt 20691.94
DMC RECORDER OFFICE 20691.94
AFFIDAVITS & ARTICLES 360.00
0001-1-07-8110-400010 -360.00
CONTRACTS 420.00
0001-1-07-8110-400015 -420.00
DEEDS 1965.00
0001-1-07-8110-400020 -1965.00
EASEMENTS 30.00
0001-1-07-8110-400025 -30.00
MISCELLANEOUS 865.00
0001-1-07-8110-400030 -865.00
MORTAGES 5760.00
0001-1-07-8110-400035 -5760.00
PLATS 240.00
0001-1-07-8110-400040 -240.00
TAX LIENS-ST OF IA 20.00
0001-1-07-8110-400045 -20.00
TRADE NAMES 15.00
0001-1-07-8110-400050 -15.00
FIN STMTS FIXTURE FILING 55.00
0001-1-07-8110-400055 -55.00
SNOWMOBILE TITLE & LIENS-DNR 200.00
0001-1-07-8110-401000 -200.00
BOAT LIEN -DNR 15.00
0001-1-07-8110-402000 -15.00
BOAT/SNOW WRITING FEES-DNR 708.00
0001-1-07-8110-403000 -708.00
HUNT/FISH WRITING FEES-DNR 20.50
0001-1-07-8110-403001 -20.50
REVENUE STAMPS-IA DEPT REV 5547.88
0001-1-07-8110-404000 -5547.88
TRANSFER FEES - AUDITOR 1115.00
0001-1-07-8110-410000 -1115.00
VITAL RECORDS-IA DEPT HEALTH 1544.00
0001-1-07-8110-413000 -1544.00
PASSPORTS-US DEPT STATE 845.00
0001-1-07-8110-415000 -845.00
OTHER MISC FEES & COPIES 468.51
0001-1-07-8110-550000 -468.51
RECORDER'S REC MGT FEE 432.00
0024-1-07-8110-414000 -432.00
TRB - INT ON CK'G-TWO RIVERS 1.05
0001-1-07-8110-600000 -1.05
REC'S NON-REF OVER PYMT 20.00
0001-4-99-9030-822000 -20.00
DNR - BOAT TITLE FEE 45.00
0027-1-22-6110-412000 -45.00

Paid By:DMC RECORDER OFFICE
2-Check 20691.94 REF:5018

APPLIED 20691.94
TENDERED 20691.94

MISCELLANEOUS RECEIPTS TO TREASURER

DATE: January 2, 2024 _____

<u>DOC NO.</u>	<u>PAID BY/DESCRIPTION</u>		<u>ACCOUNT NO.</u>	<u>AMOUNT</u>	<u>ACCURE DATE</u>
1636	Public - Affidavits & Articles of Inc	AA	0001-1-07-8110-400010	\$360.00	12/31/2023
"	Public - Contracts	CT	0001-1-07-8110-400015	\$420.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,965.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$30.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$865.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$5,760.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$240.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$20.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$15.00	"
"	Public - Fin. Stmts - Fixture Filings	FSF	0001-1-07-8110-400055	\$55.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$200.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$15.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$708.00	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$20.50	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$5,547.88	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$1,115.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,544.00	"
"	US Dept of State - Passports	PP	0001-1-07-8110-415000	\$845.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$468.51	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$432.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$1.05	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$20.00	"
"	DNR - Boat Title Fee	BT	0027-1-22-6110-412000	\$45.00	"
"	Public - County UTV Permit	CAP	0001-1-07-8110-407000	\$0.00	"

TOTAL \$20,691.94

THE REVENUE LISTED ABOVE WAS RECEIVED FROM THE RECORDER'S DEPARTMENT.

BY _____
INITIALS

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION: _____

January 2, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, January 2, 2024, with Vice-Chair Tom Broeker and Member Jim Cary present. Chair Shane McCampbell was present via Webex. This meeting was also held electronically via Webex and YouTube live streaming. Public input was available through board email or call in.

Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Organization of the 2024 Board of Supervisors was conducted. Cary made a motion to nominate Broeker for Chair and Broeker seconded. Broeker made a motion to nominate Cary for Vice-Chair and Cary seconded. The meeting was then conducted by Chairman Tom Broeker.

Meeting with Department Heads: County Auditor Sara Doty reported she is preparing for the upcoming Budget hearings. Sheriff Kevin Glendening stated his department is busy. Maintenance Director Rodney Bliesener reported he is preparing his budget. He gave us an update on the Tiger Grant project. The back door to the Courthouse is back to being locked like normal business, due to the front road of the Courthouse being back open. IT Director Colin Gerst reported his office is busy. Assistant Land Use Administrator Jarred Lassiter has an item on the agenda. Conservation Director Chris Lee stated he is working on the budget. His staff are putting some final touches on the ranger house cabin. The staff is also working on arranging renovations to the Starrs Cave Nature Center for the new Conservation office. Budget Director Cheryl McVey is in attendance for an agenda item. County Recorder Natalie Steffener gave an update on the digitization project. County Attorney Lisa Schaefer stated her office is busy. She also has an item on the agenda. County Engineer Brian Carter reported his crews are going to start working along Highway 99 on a couple different culverts that have been damaged. He is also working on his budget.

No Correspondence was received.

A Public Hearing was held for FY24 Budget Amendment. Cary made a motion to open the public hearing and seconded by McCampbell. Budget Director Cheryl McVey presented and explained the budget amendment request. Broeker asked Auditor Doty if any comments had been received. None received. Cary made a motion to close the public hearing and seconded by McCampbell. McCampbell motioned to approve Resolution #2024-001 FY24 Budget Amendment and was seconded by Cary.

INSERT RESOLUTION #2024-001

Approval of Resolution #2024-002 to Cancel Outstanding Checks Over One-Year Old was presented. McCampbell made a motion to approve and was seconded by Cary.

INSERT RESOLUTION #2024-002

Approval of Resolution #2024-003 and Final Plat for Frank Timber Subdivision was presented. Cary made a motion to approve and was seconded by McCampbell.

INSERT RESOLUTION #2024-003

Approval of Accounts Payable in the amount of \$798,930.96 was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of Payroll Reimbursement Claims in the amount of \$335.99 were presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of 2024 Board Committee Assignments were presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of 2024 Condemnation Commissioners was presented. Cary made a motion to approve and was seconded by McCampbell.

Personnel Actions – Treasurer – Jennifer Phillips, Clerk II MV Dept., New Hire, \$29,315.39 yearly effective 1/2/24. Cary made a motion to approve and was seconded by McCampbell. County Attorney – Roberta

Ford, Records Clerk, Resignation effective 1/5/24. McCampbell made a motion to approve and was seconded by Cary. Secondary Roads – Jordan Vantiger, Design Technician, New Hire, \$22.78 Hourly, effective 1/2/24. Cary made a motion to approve and was seconded by McCampbell.

McCampbell motioned to approve the December 19th, 2023, regular meeting minutes and was seconded by Cary.

No public input was received.

The meeting was adjourned at 9:39 AM.

This Board meeting is recorded. The meeting minutes and audio are posted on the county's website www.dmccounty.com

Tom Broeker, Chair

Attest: Sara Doty, County Auditor