### OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday**, **March 5**<sup>th</sup>, **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 <a href="https://desmoinescounty.iowa.gov/live/">https://desmoinescounty.iowa.gov/live/</a> 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. Accounts Payable Claims
  - B. Payroll Reimbursement Claims
  - C. Class C Liquor License Fat Annies Augusta Tap Renewal
  - D. Personnel Actions:
    - 1. County Attorney (1)
    - 2. Correctional Center (6)
  - E. Reports:
    - 1. Sheriff's Report of Fees Collected, January 2024
    - 2. Recorder's Report of Fees Collected, February 2024
  - F. Minutes for Regular Meeting on February 27<sup>th</sup>, 2024
- 6. Other Business
- 7. Future Agenda Items
- 8. Committee Reports
- 9. Public Input
- 10. Adjournment

Work Session following the meeting:

Board of Supervisors / Courts

RE: Upgrades to 3<sup>rd</sup> Floor Courtroom

Board of Supervisors / County Engineer

RE: Road Tour

# **Accounts Payable Claims**

# 03/05/2024 MEETING

\$1,029,516.82

\$80,066.59

Checks

Wire Transfer Pmnt

\$1,109,583.41

**GRAND TOTAL** 



# State of lowa Alcoholic Beverages Division

### **Applicant**

App-196120

NAME OF LEGAL ENTITY

NAME OF BUSINESS(DBA)

**BUSINESS** 

Wharton, Ann

Fat Annies Augusta Tap

(319) 528-4415

**ADDRESS OF PREMISES** 

PREMISES SUITE/APT NUMBER

CITY COUNTY

ZIP

5055 Augusta Main Rd

Wever

**Des Moines** 

52658-0000

**MAILING ADDRESS** 

CITY

STATE

ZIP

5055 Augusta Main Rd

Wever

lowa

52658-0000

### **Contact Person**

NAME

**PHONE** 

**EMAIL** 

Ann Wharton

(319) 528-4415

peggymerati@worldinsurance.com

### **License Information**

LICENSE NUMBER

LICENSE/PERMIT TYPE

TERM

**STATUS** 

LC0024971

Class C Retail Alcohol License

12 Month

Submitted to Local Authority

**TENTATIVE EFFECTIVE DATE** 

TENTATIVE EXPIRATION DATE

LAST DAY OF BUSINESS

Apr 1, 2024

Mar 31, 2025

**SUB-PERMITS** 

Class C Retail Alcohol License

Name:	Danielle Cassiday	Employee #:	00955				
Title:	Records Legal Assistant	Department:	County Attorney				
STATUS CHANGES							
	TERMINATION	7	TRANSFER				
Disch	gnation Unsatisfactory Probation harge Death ement Other, Explain	Permane Tempora					
Rom	Chief, Explain	Previous Title	2				
		Previous Dep					
Last Day		New Job Title	e				
	ation Days 0 to	New Dept					
Add Sick		Previous Rate					
Add Othe		Effective Tra	nster Date				
Last Day							
Unpaid D	pays reisonari	118	IAXADE				
			_ LAY OFF				
Final Ten	mination Date	Does the emp	· — —				
Final Rate	o of Roy						
	nt Address		_ Does Employee Want Life Insurance Continued Yes No				
City, Stat		Last Day Wo					
Ony, oran	LEAVE OF ABSENCE		ARY ADJUSTMENT				
	LEAVE OF ADSENCE	SALL	ARI ADJUSTNIENI				
Mate	rnity Educational	Reclass	ification Demotion				
Medi	cal Military	Annive	rsary Reduction				
Other	r, Explain	Promot	on Suspension				
		X Probation	onary Other - New Employee				
			bationary Step Increase - \$36,880.09				
Dates of A	Absence to	0001-04-11	00-000-10050 - Effective 3-11-24				
	employee Want		N.C. and D. A.				
	surance Continued Yes N	lo Previous Rate	New Rate				
-	ployee Want Life	lo Pravious Joh	Title: (if changed)				
msurance	Continued Yes N	lo Previous Job Effective Dat	· · · · · · · · · · · · · · · · · · ·				
		Ditoon vo Dat					
		Lisa	K. Schaefer 2-28-24				
Authorize		•	ty Attorney Date: 2/26/24				
Authorize	ed by:	partment:	Date:				
	·						
Pay Period	d Ending:	Payroll Dat	e:				

		Employee #:	0957				
Title: Con	rectiona	al Officer	Department:	Correctional Center			
	STATUS CHANGES						
	TER	MINATION		TRANSFER			
Resignation Discharge Retirement		Unsatisfactory Probation Death Other, Explain	Permane Tempora	, oraniary			
		<u></u>	Previous Titl				
T . D . T . 1			Previous Dep				
Last Day Work			New Job Titl	le			
Add Vacation I	•	to	New Dept				
Add Sick Days Add Other Days		to	Previous Rate				
Last Day Paid	S	to	Effective Tra	anster Date			
Unpaid Days		to	<del>***</del>				
Final Termination	on Date			LAY OFF  Does the employee Want  Health Insurance Continued To W			
Final Rate of Pa	IV			Health Insurance Continued Yes No			
Permanent Add	-			Does Employee Want Life Insurance Continued  Yes  No			
City, State, Zip	. 400			Insurance Continued Yes No Last Day Worked			
_	A V/F	OF ABSENCE		SALARY ADJUSTMENT			
	AVE	OF ADSENCE	SA	LAKY ADJUSTMENT			
Maternity Medical Other, Expla	ıin	Educational Military	New Hin 77.11Ho 80 Hour Anniver Promotio	Reduction Suspension Other, Explain			
Dates of Absence	e	to					
Does the employ Health Insurance Does Employee Insurance Contin	e Contir Want L	nued Yes No		Title: (if changed)			
Authorized by:	<del>D</del> e	7-7-5-5	artment: Correct	Date: February 27, 2024 Date:			
Pay Period Endir	1g: _	March 2, 2024	Payroll Date	ee: March 8, 2024			

Name: Angela Coey		Employee #:	0920				
Title: Correctional Of	fficer	Department:	Correctional Center				
	STATUS CHANGES						
TERMI	NATION		TRANSFER				
Discharge De	nsatisfactory Probation eath her, Explain	Permaner Temporar	ry Involun				
		Previous Title					
Last Day Worked		Previous Dep					
Add Vacation Days	to	New Job Title	e				
Add Sick Days	to	New Dept Previous Rate					
Add Other Days	to	Effective Trai		Rate			
Last Day Paid		Effective Trai	nster Date				
Unpaid Days	to	<del></del>					
Final Termination Date		Does the emp	LAY OFF				
				es No			
Final Rate of Pay		Does Employee Want Life					
Permanent Address		Insurance Continued Yes No					
City, State, Zip		Last Day Wor	ked				
LEAVE OF	ABSENCE	SA	LARY ADJUSTI	MENT			
Maternity Medical Other, Explain	Educational Military	New Hir 77.11Ho 80 Hours  Annives Promotio	s sary on	Probationary Demotion Reduction Suspension Other, Explain			
Dates of Absence	to						
Does the employee Want Health Insurance Continued Does Employee Want Life Insurance Continued	Yes No	Previous Rate Previous Job T Effective Date	347,160.80 New R  itle: (if changed)	Late \$48,204.09			
Authorized by: Authorized by:		rtment: Correct	tional Center Date:Date:	February 27, 2024			
Pay Period Ending: Mar	ch 16, 2024	Payroll Date	e: <u>March</u> 22, 2024				

		Employee #:	0958 Correctional Center				
		Department:					
		STAT	US CHANC	CHANGES			
	TER	MINATION		TRANSFER			
Resign Discha	arge	Unsatisfactory Probation Death Other, Explain	Permane Tempora	Involuntary			
			Previous Titl				
Last Day V	Vadead		Previous Dep				
Last Day V Add Vacat			New Job Titl	le			
Add Vacat Add Sick I	•	to	New Dept				
Add Other	•	to	Previous Rate				
Last Day P	•	to	Effective Tra	inster Date			
Unpaid Da		-	····				
опран Ба	iys	to	<del></del>	LAY OFF			
Final Term	ination Date	•	Does the emr	Does the employee Want			
Final Rate of Pay Permanent Address City, State, Zip			Health Insura	ance Continued Yes No yee Want Life ontinued Yes No			
	<b>LEAVE</b>	OF ABSENCE	SA	LARY ADJUSTMENT			
Matern Medica Other,	•	Educational Military	New Hit 77.11Hc 80 Hour Manniver Promoti	Reduction Suspension Other, Explain			
Dates of Ab	bsence	to					
Health Insu	nployee War rrance Contir oyee Want L Continued	nued 🔲 Yes 🔲 No		Title: (if changed)			
Authorized Authorized			artment: Correct	Date: February 27, 2024 Date:			
Pay Period	Ending:	March 16, 2024	Payroll Dat	te: March 22, 2024			

Name: Brandon Thye	Employee #:0959					
Title: Correctional Officer	Department: Correctional Center					
STATUS CHANGES						
<b>TERMINATION</b>	TRANSFER					
Resignation Discharge Retirement  Unsatisfactory Probation Death Other, Explain	Permanent Voluntary Temporary Involuntary  Previous Title					
	Previous Dept					
Last Day Worked	New Job Title					
Add Vacation Days to	New Dept					
Add Sick Days to	Previous Rate New Rate					
Add Other Days to	Effective Transfer Date					
Last Day Paid						
Unpaid Days to						
	LAY OFF					
Final Termination Date  Final Rate of Pay Permanent Address City, State, Zip  LEAVE OF ABSENCE  Maternity Medical Other, Explain  Dates of Absenceto	Does the employee Want Health Insurance Continued Yes No Does Employee Want Life Insurance Continued Yes No Last Day Worked  SALARY ADJUSTMENT  New Hire (List # of Hours) Probationary 77.11Hours Demotion 80 Hours Reduction Suspension Promotion Other, Explain  6 month increase					
Does the employee Want Health Insurance Continued Does Employee Want Life Insurance Continued  Yes No No	Previous Rate \$44,842.00 New Rate \$45,998.45  Previous Job Title: (if changed)  Effective Date: March 20, 2024					
	artment: Correctional Center Date: February 27, 2024 artment: Date:					
Pay Period Ending: March 31, 2024	Payroll Date: _April 5, 2024					

Name: Ceairra Kelley		Employee #:	0941			
Title: Correctiona	l Officer	Department:	Correctional Center			
STATUS CHANGES						
TER	MINATION		TRANSFER			
Resignation Discharge Retirement	Unsatisfactory Probation Death Other, Explain	Permaner Tempora	Involuntary			
		Previous Title				
Last Day Worked		Previous Dep				
Add Vacation Days		New Job Title	e			
Add Sick Days	to	New Dept				
Add Other Days	to	Previous Rate	21011 24410			
Last Day Paid		Effective Trai	nster Date			
Unpaid Days	to	<del></del>				
Final Termination Date Final Rate of Pay Permanent Address City, State, Zip		LAY OFF  Does the employee Want  Health Insurance Continued Yes No  Does Employee Want Life  Insurance Continued Yes No				
	OF A DCENCE	Last Day Wor	<del></del>			
LEAVE	OF ABSENCE	SA	LARY ADJUSTMENT			
Maternity Medical Other, Explain	Educational Military	New Hir 77.11Ho 80 Hours Annivers Promotion	Reduction Suspension Other, Explain			
Dates of Absence	to					
Does the employee Wan Health Insurance Contin Does Employee Want La Insurance Continued	ued Yes No	Previous Rate Previous Job T Effective Date:	\$45,998.4\$ New Rate \$47,160.80  Title: (if changed)  April 1, 2024			
Authorized by:  Authorized by:		rtment: Correct	tional Center Date: February 27, 2024 Date:			
Pay Period Ending:	April 13, 2024	Payroll Date	:: _April 19, 2024			

Name: Cody Reynolds	Employee #: 0867		
Title: Correctional Officer	Department: Correctional Center		
STA	ΓUS CHANGES		
TERMINATION	TRANSFER		
Resignation Discharge Retirement  Discharge Other, Explain	Temporary Involuntary		
	Previous Title		
Last Day Worked	Previous Dept New Job Title		
Add Vacation Days to	New Dept		
Add Sick Days to	Previous Rate New Rate		
Add Other Days to	Effective Transfer Date		
Last Day Paid	DATO A Transitor Dato		
Unpaid Days to	<del></del>		
	LAY OFF		
Final Termination Date	Does the employee Want		
Final Rate of Pay Permanent Address City, State, Zip	Health Insurance Continued Yes No Does Employee Want Life Insurance Continued Yes No		
	Last Day Worked		
LEAVE OF ABSENCE	SALARY ADJUSTMENT		
Maternity Educational Medical Military Other, Explain  Dates of Absence to	New Hire (List # of Hours)  77.11Hours  80 Hours  Anniversary  Probationary  Demotion  Reduction  Suspension  Other, Explain  36 month increase — CORRECTED from Dec 22, 2023  action.		
Dates of Absence to			
Does the employee Want Health Insurance Continued Does Employee Want Life Insurance Continued Yes N  Yes N			
	partment: Correctional Center Date: February 27, 2024 partment: Date:		
Pay Period Ending: January 20, 2024	Payroll Date: March 8 2024		

### DES MOINES CO TREASURER

DATE: 3/1/2024 10:22 AM

OPER: 3-Julie TKBY : Julie Howe

TERM: 3

REC#: R00448832

400 Miscellaneous Receipt DMC RECORDER 14488.93 AFFIDAVITS & ARTICLES 455.00 0001-1-07-8110-400010 -455.00 CONTRACTS 110.00 0001-1-07-8110-400015 -110.00 DEEDS 1415.00

0001-1-07-8110-400020 -1415.00

MISCELLANEOUS 45.00

0001-1-07-8110-400030 -45.00

MORTAGES 4685.00

0001-1-07-8110-400035 -4685.00

PLATS 70.00

0001-1-07-8110-400040 -70.00

TAX LIENS-ST OF IA 90.00

0001-1-07-8110-400045 -90.00

TRADE NAMES 10.00

0001-1-07-8110-400050 -10.00

FIN STMTS FIXTURE FILING 10.00

0001-1-07-8110-400055 -10.00

SNOWMOBILE TITLE & LIENS-DNR 225.00

0001-1-07-8110-401000 -225.00

BOAT LIEN -DNR 15.00

0001-1-07-8110-402000 -15.00

BOAT/SNOW WRITING FEES-DNR 360.00

0001-1-07-8110-403000 -360.00

HUNT/FISH WRITING FEES-DNR 9.00

0001-1-07-8110-403001 -9.00

REVENUE STAMPS-IA DEPT REV 2505.80

0001-1-07-8110-404000 -2505.80

TRANSFER FEES - AUDITOR 795.00

0001-1-07-8110-410000 -795.00

VITAL RECORDS-IA DEPT HEALTH 1364.00

0001-1-07-8110-413000 -1364.00

PASSPORTS-US DEPT STATE 1405.00

0001-1-07-8110-415000 -1405.00

OTHER MISC FEES & COPIES 500.59

0001-1-07-8110-550000 -500.59

RECORDER'S REC MGT FEE 349.00

0024-1-07-8110-414000 -349.00

TRB - INT ON CK'G 0.54

0001-1-07-8110-600000 -0.54

REC'S NON-REF OVER PYMT 10.00

0001-4-99-9030-822000 -10.00

DNR - BOAT TITLE FEE 60.00

0027-1-22-6110-412000 -60.00

Paid By: DMC RECORDER 2-Check 14488.93 REF:5024

> APPLIED 14488.93 TENDERED 14488.93

> > 0.00

CHANGE

### **MISCELLANEOUS RECEIPTS TO TREASURER**

DATE: March 1, 2024 \_\_\_\_\_

DOC NO.	PAID BY/DESCRIPTION		ACCOUNT NO.	AMOUNT	ACCURE DATE
1636	Public - Affidavits & Articles of Inc	AA	0001-1-07-8110-400010	\$455.00	2/29/2024
"	Public - Contracts	СТ	0001-1-07-8110-400015	\$110.00	
	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,415.00	
"	Public - Easements	EM	0001-1-07-8110-400025	\$0.00	"
	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$45.00	"
	Public - Mortgages	MTG	0001-1-07-8110400035	\$4,685.00	"
	Public - Plats	PLT	0001-1-07-8110-400040	\$70.00	"
,,	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$90.00	"
,,	Public - Trade Names	TN	0001-1-07-8110-400050	\$10.00	"
"	Public - Fin. Stmts - Fixture Filings	FSF	0001-1-07-8110-400055	\$10.00	"
,,	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$225.00	,,
**	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$15.00	,,
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$360.00	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$9.00	"
"	la Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$2,505.80	"
••	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$795.00	<b>"</b> .
"	la Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,364.00	"
11	US Dept of State - Passports	PP	0001-1-07-8110-415000	\$1,405.00	11
"	Public - PhotoCopy/Fax Fees	ОМІ	0001-1-07-8110-550000	\$500.59	**
<i>"</i>	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$349.00	,,
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$0.54	"
	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$10.00	"
"	DNR - Boat Title Fee	вт	0027-1-22-6110-412000	\$60.00	"
"	Public - County UTV Permit	CAP	0001-1-07-8110-407000	\$0.00	"

TOTAL \$14,488.93

THE REVENUE	LISTED ABOVE WAS R	ECEIVED FROM 1	THE RECORDER'S	DEPARTMENT.
BY				
•	INITIALS	-		

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION:

R00448832

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, February 27, 2024, with Chair Tom Broeker, Vice-Chair Jim Cary, and Member Shane McCampbell present. 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.

Meeting with Department Heads: County Budget Director Cheryl McVey had nothing new to report. IT Director Colin Gerst stated they have been busy. Sheriff Kevin Glendening reported that there was a leak in the work release shower. They moved 10 inmates to Lee County from Tuesday to Saturday. They appreciate the late nights that the Maintenance Department put in to make the repairs. The jail population is 92 with 3 juveniles. Sixteen inmates are out-of-county. Conservation Director Chris Lee stated that there are RFPs out for the campground expansion and sidewalks at Big Hollow. The Nature Center offices are built with a possible move-in before the end of March. They will be opening the campground as soon as they can free up some employees to get some work done. There will be an I heart county parks banquet on April 4th at Barn on the Ridge. They are looking for sponsors. You can buy tickets online at mycountyparks.com for the fundraiser. MHASEI CDS Director Ken Hyndman stated ACT & IRSH RFPs are out. Those bids can be sent to SEIRP. He gave an update on Behavioral Health Districts that will be formed and replace Mental Health Regions effective July 1, 2025. Emergency Management Director Shannon Prado stated that a red flag warning is issued when there is low humidity, high winds, and high temperatures. A control burn can become wild. Shannon warned that the temperature is going to drop tonight, so anything outside that could freeze should be brought inside. She stated that TC Energy is doing a drill on March 19th from 8:00 am to 1:00 pm on the Des Moines side of Henry Avenue between 230th and 240th Streets. This is just a drill. Safety Director Angie Vaughan wanted to thank Rodney for sending lists to Departments on missed training classes. County Attorney Lisa Schaefer stated that they are busy. Recorder Natalie Steffener stated that the digitization project is not going well. The Recorder's Association is working on legislation to try to get an increase in recording fees. Land Use Administrator Zach James stated that they are getting a lot of phone calls. TC Energy report has been completed. Maintenance Director Rodney Bliesener thanked his staff for the long hours on the work release project at the jail. There is a meeting about the Public Health Building on Wednesday. He has an annual courthouse and public buildings security meeting on Friday. There will be security training on April 5th. He gave a Tiger Grant update. Local Health Director Christa Poggemiller stated that the public health building is coming along. Last week it was discussed at the public health meeting that lead testing is low. They are going to get a lead testing machine. The Board of Health has a web page that has 115 users. County Engineer Brian Carter reported his staff is blading and ditching south of town. They are busy with paperwork. They may start the rocking program if the weather holds out. A local quarry sold recently. There was discussion regarding a bridge in the drainage district.

Approval of Resolution #2024-013 Setting Hourly Rate for Attorneys Appointed by the Iowa District and Associate District Courts to serve as Guardian Ad Litem Pursuant to Iowa Code Chapter 232. McCampbell made a motion to approve and was seconded by Cary.

#### **INSERT RESOLUTION #2024-013**

Approval of Resolution #2024-014 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court Pursuant to Iowa Code Chapter 232D. Cary made a motion to approve and was seconded by McCampbell.

#### **INSERT RESOLUTION #2024-014**

Approval of Resolution #2024-015 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court to serve as Guardian Ad Litem or Attorney for a Minor Pursuant to Iowa Code Chapter 598. McCampbell made a motion to approve and was seconded by Cary.

### **INSERT RESOLUTION #2024-015**

Approval of Resolution #2024-016 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court Pursuant to Iowa Code Chapter 633. McCampbell made a motion to approve and was seconded by Cary.

#### **INSERT RESOLUTION #2024-016**

Approval of Resolution #2024-017 Rescinding the Des Moines County Covid-19 Pandemic Policy. Cary made a motion to approve and was seconded by McCampbell.

#### **INSERT RESOLUTION #2024-017**

Approval of 2022 Amended Homestead Credits and Military Exemptions. Cary made a motion to approve and was seconded by McCampbell.

Personnel Action – Sheriff – Sean (Trevor) Phillips, Deputy, moving to School Resource Officer, 80 hours, effective 08/02/2022. McCampbell made a motion to approve and was seconded by Cary.

Reports:

Sheriff's Report of Fees Collected, January 2024.

McCampbell motioned to approve the February 20th, 2024, regular meeting minutes and was seconded by Cary.

McCampbell attended an E911 meeting and a Workforce Development meeting.

Cary attended a conference board meeting and Regional Planning meeting.

Broeker attended a conference board meeting, an Emergency Management meeting and a COBCO meeting. Discussion was held regarding the IRS change to the HRA.

County Engineer Brian Carter requested a construction program project tour for March 26th.

The meeting was adjourned at 9:52 AM.

This Board meeting is recorded. The meeting minutes and audio are posted on the county's website <a href="https://www.dmcounty.com">www.dmcounty.com</a>

Tom Broeker, Chair

Attest: Cheryl McVey, Budget Director