

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, April 2nd, 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. Accounts Payable Claims
 - B. Payroll Reimbursement Claims
 - C. Resolution #2024-020 and Final Plat for Oard Subdivision
 - D. Resignation From the Des Moines County Board of Review
 - E. Appointment to the Des Moines County Board of Review
 - F. Public Hearing for 2025 IDOT Secondary Roads Budget & 5 Year Construction Program
 - G. Approval of 2025 IDOT Secondary Roads Budget & 5 Year Construction Program
 - H. Personnel Actions:
 1. Sheriff (2)
 2. Correctional Center (3)
 - I. Reports:
 1. Veterans Affairs Monthly Report of Fees Collected, March 2024
 - J. Minutes for Regular Meeting on March 26th, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Session Following the Meeting:

BOS / EMS / Safety Department

RE: Change of Location

**DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2024-020**

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 **Oard 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 **Oard Subdivision**.

Approved and adopted this 2nd day of April, 2024.

DES MOINES COUNTY BOARD OF SUPERVISORS

Tom L. Broeker, Chair

Jim Cary, Vice Chair

Shane McCampbell, Member

ATTEST: _____

Sara Doty, County Auditor

FINAL PLAT

INDEX LEGEND

Property Location: Oard Subdivision in part NE1/4 NE1/4 Section 17
 Township 70 North, Range 3 West, Des Moines County, Iowa
 Surveyor: Robert H. Lance, Iowa P.L.S. #21980, rob@lancesurveying.com
 Return Document to: Lance Surveying Services (319) 986-6779
 1505 North Broadway Street, Mt. Pleasant, IA 52641
 Survey Requested by: Rodney Oard
 Proprietor: Larry & Pat Osborn Trust and Rodney A & Jane Oard
 Survey Completed: 15 February 2024
 Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Oard, Rodney.dwg

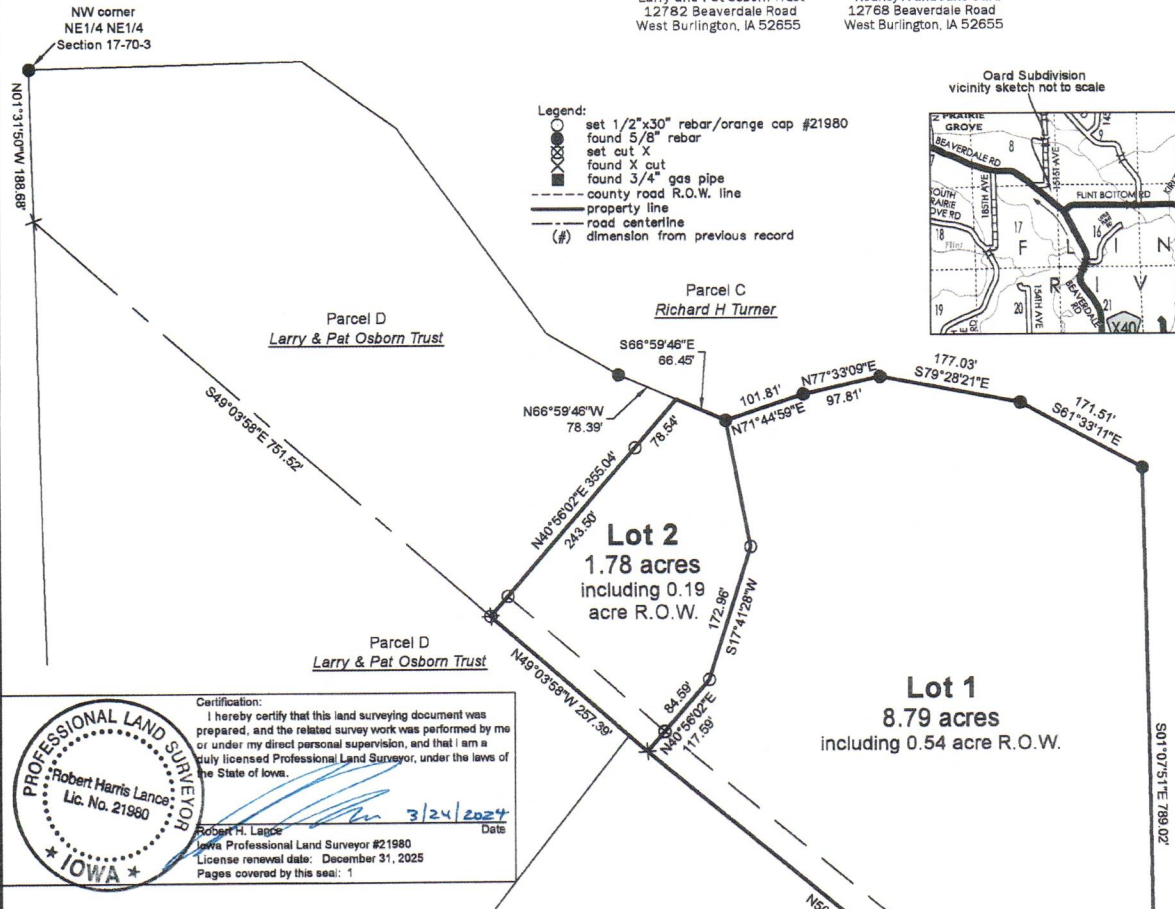
Oard Subdivision

Notes required by Des Moines County or by utility company:

- Minimum building setback for any structure:
 Front yard = 30'
 Side yard = 15'
- Road waiver: in addition to the claims exempted pursuant to section 670.4(7) of the Iowa code dealing with public roads, Des Moines County is not involved in the maintenance of this private right-of-way and is further held harmless for any costs in maintaining said road system or right-of-way or for any other damages sustained pertaining to the use of said road system or right-of-way.
- Utility easements shall consist of all platted streets or roads, and a 7.5 foot wide strip along each side of all interior lot lines, and a 25 foot wide strip along and adjacent to all platted streets and roads, and a 15 foot wide strip of land on all lots, 7.5 foot either side of the utility service as built, from the point of origin to the point of service entrance.

Owner:
 Larry and Pat Osborn Trust
 12782 Beaverdale Road
 West Burlington, IA 52655

Owner and Subdividers:
 Rodney A and Jane Oard
 12768 Beaverdale Road
 West Burlington, IA 52655



PROFESSIONAL LAND SURVEYOR
 Robert Harris Lance
 Lic. No. 21980
 IOWA

Certification:
 I hereby certify that this land surveying document was prepared, and the related survey work was performed by me or under my direct personal supervision, and that I am a duly licensed Professional Land Surveyor, under the laws of the State of Iowa.
 Robert H. Lance
 Iowa Professional Land Surveyor #21980
 License renewal date: December 31, 2025
 Pages covered by this seal: 1
 Date: 3/24/2024

Oard Subdivision Perimeter Description

In part of the NE1/4 of the NE1/4 of Section 17, Township 70 North, Range 3 West of the 5th P.M., Des Moines County, Iowa, described as follows:
 Commencing at the SE corner of the NE1/4 of the NE1/4 of Section 17, said point being also the POINT OF BEGINNING;
 thence South 88°07'59" West, along the south line of the NE1/4 of the NE1/4 of Section 17, a distance of 91.88 feet to a point on the centerline of Beaverdale Road;
 thence, along said centerline, North 50°42'08" West, 697.94 feet;
 thence, continuing along said centerline, North 49°03'58" West, 257.39 feet;
 thence North 40°56'02" East, 355.04 feet to a point on the south line of Parcel C;
 thence, along said line, South 66°59'46" East, 66.45 feet;
 thence, continuing along said line, North 71°44'59" East, 101.81 feet;
 thence, continuing along said line, North 77°33'09" East, 97.81 feet;
 thence, continuing along said line, South 79°28'21" East, 177.03 feet;
 thence, continuing along said line, South 61°33'11" East, 171.51 feet to the SE corner of Parcel C on the east line of the NE1/4 of the NE1/4 of Section 17;
 thence along said line, South 01°07'51" East, 789.02 feet to the POINT OF BEGINNING, containing 10.57 acres, of which, 0.73 acre is public road right-of-way.
 The above bearings are based on Iowa State Plane South Coordinates and all distances are horizontal ground distances.
 End of Description

Peace Lutheran Church
 of Des Moines
 Iowa

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Kolton Atkins Employee #: _____
Title: Deputy Department: Sheriff's Office

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 (Check # of Hours) Probationary
 74.77 Hours Demotion
 80 Hours Reduction
 Anniversary Suspension
 Promotion Other, Explain

_____ 5 year anniversary _____

Previous Rate \$67,282.72 New Rate \$69,469.41
Previous Job Title: (if changed) _____
Effective Date: 4.22.2024

Authorized by: Ken Clardy 29-1 Department: Sheriff's Office Date: 3/25/24
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: April 27, 2024 Payroll Date: May 3, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Tom Seitz Employee #: _____
Title: Deputy Department: Sheriff's Office

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 (Check # of Hours) Probationary
 74.77 Hours Demotion
 80 Hours Reduction
 Anniversary Suspension
 Promotion Other, Explain

5 year anniversary _____

Previous Rate \$67,282.72 New Rate \$69,469.41
Previous Job Title: (if changed) _____
Effective Date: 4.23.2024

Authorized by: K. Clancy 29-7 Department: Sheriff's Office Date: 3/25/24
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: April 27, 2024 Payroll Date: May 3, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Rita Forguer Employee #: _____
Title: Cooks Assistant Department: Correctional Center

STATUS CHANGES

TERMINATION

Resignation
 Discharge
 Retirement
 Unsatisfactory Probation
 Death
 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
 Medical
 Other, Explain
 Educational
 Military

Dates of Absence _____ to _____

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

TRANSFER

Permanent
 Temporary
 Voluntary
 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
 77.11 Hours
 80 Hours
 Anniversary
 Promotion
 Probationary
 Demotion
 Reduction
 Suspension
 Other, Explain

Previous Rate \$10.98 New Rate \$12.07
Previous Job Title: (if changed) _____
Effective Date: March 29, 2024

Authorized by:  Department: Correctional Center Date: March 27, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: March 30, 2024 Payroll Date: April 5, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Ceaira Kelley Employee #: 0941
Title: Correctional Officer Department: Correctional Center

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 _____

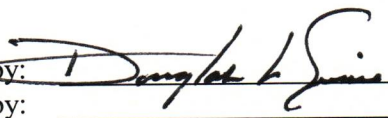
LAY OFF

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

SALARY ADJUSTMENT

- New Hire (List # of Hours) Probationary
 77.11 Hours Demotion
 80 Hours Reduction
 Anniversary Suspension
 Promotion Other, Explain
12 month increase

Previous Rate \$45,998.45 New Rate \$47,160.80
Previous Job Title: (if changed) _____
Effective Date: April 1, 2024

Authorized by:  Department: Correctional Center Date: March 27, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: April 13, 2024 Payroll Date: April 19, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: John Williams Employee #: _____
Title: Transport Officer Department: Correctional Center

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 _____

TRANSFER

- Permanent Voluntary
 Temporary Involuntary

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

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
Last Day Worked _____

LEAVE OF ABSENCE

- Maternity Educational
 Medical Military
 Other, Explain

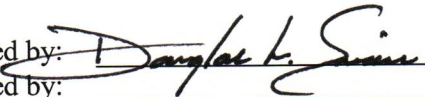
Dates of Absence _____ to _____

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

SALARY ADJUSTMENT

- New Hire Probationary
 77.11 Hours Demotion
 80 Hours Reduction
 Anniversary Suspension
 Promotion Other, Explain

Previous Rate _____ New Rate \$20.52
Previous Job Title: (if changed) _____
Effective Date: April 2, 2024

Authorized by:  Department: Correctional Center Date: March 27, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: April 13, 2024 Payroll Date: April 19, 2024

From: [Lee](#)
To: [MATT WARNER](#)
Subject: Resignation
Date: Tuesday, January 30, 2024 9:58:22 AM

NOTICE: This message originated outside of Des Moines County -- **DO NOT CLICK** on links or open attachments unless you are certain the content is safe.

Matt,

Please accept my resignation from the Des Moines County Board of Review affective January 30, 2024. I have enjoyed working with you, the others in the office and Barbara and Bob but I feel it's time for me to leave. I'm very confident in Steve Stoller's ability as my replacement.

Thank you,

Lee Robertson

January 29, 2024

Mr. Matt Warner

Des Moines County Assessor

Dear Matt;

I am requesting that I may be allowed to take the position on the Des Moines County Board of Review that is being vacated by Lee Robertson. I believe I have a basic understanding of the Board and will try to fulfill the duties of the position in a fair and responsible way.

Thank you,

Steve Stoller

Steve Stoller

March 26, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, March 26, 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 Auditor Sara Doty stated the new HF718 mailing has been sent out to residents in Des Moines County on March 15th. Our computer software did not include District 001 without TIF in that report. Therefore, her office is printing and mailing roughly 9,000 letters to District 001 this week. IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening stated the jail population is at 80. Maintenance Director Rodney Bliesener reported he listed a 1990 Chevrolet Suburban for sale on gobdeals.com. The courthouse will be closed at 2:00 PM on April 5th for emergency training. Land Use Administrative Assistant Jarred Lassiter reported he has a couple subdivisions out for review. County Treasurer Janelle Nalley-Londquist stated property tax payments will be accepted through 4:30 PM on April 1st and beginning April 2nd they will start with a 1.5% interest penalty. MHASEI CDS Director Ken Hyndman gave a mental health update. County Recorder Natalie Steffener stated her office is busy. County Attorney Lisa Schaefer announced she has a personnel action for Rob Bixler on the agenda today. He is retiring from her office, and she would like to extend her gratitude for his year of service and commitment to her office. County Conservation Director Chris Lee stated the Big Hollow campgrounds will open this coming weekend. County Engineer Brian Carter stated the contractor is working on J13 bridge and are hoping to wrap the project up this week. The contractor is hoping to begin tearing out a portion of Golf Course Road beginning the middle of April.

The Board of Supervisors received Correspondence from the IAAAP regarding an approval of a Class 1 Permit Modification.

Approval of the 2024 Child Abuse Prevention Month Proclamation was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of Resolution #2024-019 to Set the Date for a Public Hearing on Proposal to Enter Into a General Obligation County Purpose Loan Agreement and to Borrow Money Thereunder was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of City of Mediapolis / Des Moines County Law Enforcement Agreement for FY2024/2025 was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of the Annual Fireworks Display Permit for J&M Displays was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of a Janitorial Agreement with Porter Cleaning to Clean the Jail, Conservation, Secondary Roads, and CPC buildings. McCampbell made a motion to approve and was seconded by Cary.

Personnel Actions – County Attorney – Rob Bixler, Investigator, Retirement effective 3/14/24. Cary made a motion to approve and was seconded by McCampbell.

McCampbell motioned to approve the March 19th, 2024, regular meeting minutes and was seconded by Cary.

Cary attended a Southeast Iowa Area Juvenile Detention meeting. McCampbell attended a Mississippi Family Region 16 Workforce Development, Southeast Iowa Community Action, and Des Moines County Solid Waste Commission meeting. Broeker attended a Mental Health Agency of Southeast Iowa and COBCO meeting.

The meeting was adjourned at 9:48 AM.

Following the meeting a work session was held with the County Auditor regarding a budget update. The County Engineer took the Board of Supervisors on a Tour of his 5 Year Construction Program Projects following the work session.

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

Tom Broeker, Chair

Attest: Sara Doty, County Auditor