

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, January 4<sup>th</sup>, 2022** 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 [www.dmcountry.com/youtube](http://www.dmcountry.com/youtube). Anyone with questions during the meeting may email the Board of Supervisors at [board@dmcountry.com](mailto:board@dmcountry.com) OR call 319-753-8203, Ext 4

### TENTATIVE AGENDA:

1. Pledge of Allegiance
2. Organization of Board for 2022
3. Changes to Tentative Agenda
4. Meet with Department Heads / Elected Officials
5. Correspondence
6. Discussion / Vote:
  - A. Public Hearing for FY22 Budget Amendment
  - B. Approval of FY22 Budget Amendment
  - C. Public Hearing for Ordinance No. 61 – An Ordinance Establishing Voting Precincts as a result of the population changes reflected by the 2020 Census for Des Moines County, Iowa
  - D. Accounts Payable
  - E. Payroll Claims Reimbursements for 12/30/2021
  - F. 2022 Board Committee Assignments
  - G. 2022 Condemnation Commissioners
  - H. City of Danville / Des Moines County Law Enforcement Agreement FY 2022/2023
  - I. Approval of Digitization Proposal for Recorder
  - J. Request for Proposals for Relocation of Department of Human Services Office
  - K. Resignation of Dr. Craig Huston, Medical Examiner
  - L. Medical Examiner Investigator Contract – Cale Heitmeier
  - M. Des Moines County Covid-19 Vaccine/Testing Policy
  - N. Personnel Actions:
    1. Correctional Center (8)
    2. DESCOM (4)
    3. Emergency Management Agency (1)
  - O. Reports:
    - 1.
  - P. Minutes for Regular Meeting on December 21<sup>st</sup>, 2021
7. Other Business
8. Future Agenda Items
9. Committee Reports
10. Public Input
11. Adjournment

## FY2022/2023 Budget Hearing Schedule

### Budget Hearings Scheduled January 4<sup>th</sup> – 7<sup>th</sup>

|                                    |                                 |   |
|------------------------------------|---------------------------------|---|
| Tuesday, January 7 <sup>th</sup>   | 11:00 AM<br>1:00 PM             | Pioneer Cemetery Commission<br>Fair Board   |
| Wednesday, January 5 <sup>th</sup> | 9:00 AM<br>10:00 AM<br>11:00 AM | MHDS & General Assistance<br>Veterans Affairs / General Assistance<br>County Recorder |
| Thursday, January 6 <sup>th</sup>  | 9:00 AM<br>11:00 AM<br>1:00 PM  | Information Technology Dept<br>DHS<br>Southeast Iowa Regional Airport                 |
| Friday, January 7 <sup>th</sup>    | 9:00 AM<br>10:30 AM<br>1:00 PM  | Sheriff<br>Correctional Center<br>County Attorney                                     |

### Budget Hearings Scheduled January 10<sup>th</sup> – 14<sup>th</sup>

|                                     |                                 |   |
|-------------------------------------|---------------------------------|---|
| Monday, January 10 <sup>th</sup>    | 9:00 AM<br>11:30 AM<br>1:00 PM  | County Conservation<br>Greater Burlington Partnership<br>Zach James / Capitol Theatre |
| Tuesday, January 11 <sup>th</sup>   | 10:30 AM<br>11:00 AM<br>1:00 PM | Treasurer<br>Domestic Violence<br>SEIRPC  |
| Wednesday, January 12 <sup>th</sup> | 9:30 AM                         | Secondary Roads   |
| Thursday, January 13 <sup>th</sup>  | 9:00 AM<br>11:00 AM<br>1:00 PM  | Maintenance<br>Auditor<br>Non-Departmental & Supervisors                              |
| Friday, January 14 <sup>th</sup>    | 11:00 AM                        | Public Health   |

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**

DES MOINES COUNTY  
Fiscal Year July 1, 2021 - June 30, 2022

The DES MOINES COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

**Meeting Date/Time:** 1/4/2022 09:00 AM

**Contact:** CHERYL MCVEY

**Phone:** (319) 753-8274

**Meeting Location:** Courthouse, 513 N Main, Burlington, 2nd floor board room

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

| REVENUES & OTHER FINANCING SOURCES   |    | Total Budget as Certified or Last Amended | Current Amendment | Total Budget After Current Amendment |
|--|----|---|-------------------|--------------------------------------|
| Taxes Levied on Property   | 1  | 14,706,127                                | 0                 | 14,706,127                           |
| Less: Uncollected Delinquent Taxes - Levy Year   | 2  | 6,620                                     | 0                 | 6,620                                |
| Less: Credits to Taxpayers   | 3  | 894,025                                   | 0                 | 894,025                              |
| <b>Net Current Property Tax</b>  | 4  | 13,805,482                                | 0                 | 13,805,482                           |
| Delinquent Property Tax Revenue  | 5  | 6,645                                     | 0                 | 6,645                                |
| Penalties, Interest & Costs on Taxes   | 6  | 87,250                                    | 0                 | 87,250                               |
| Other County Taxes/TIF Tax Revenues  | 7  | 2,629,102                                 | 0                 | 2,629,102                            |
| Intergovernmental  | 8  | 5,655,541                                 | 0                 | 5,655,541                            |
| Licenses & Permits   | 9  | 51,385                                    | 0                 | 51,385                               |
| Charges for Service  | 10 | 933,305                                   | 0                 | 933,305                              |
| Use of Money & Property  | 11 | 243,600                                   | 0                 | 243,600                              |
| Miscellaneous  | 12 | 314,917                                   | 10,500            | 325,417                              |
| Subtotal Revenue   | 13 | 23,727,227                                | 10,500            | 23,737,727                           |
| Other Financing Sources:   |    |   |                   |                                      |
| General Long-Term Debt Proceeds  | 14 | 3,362,000                                 | 273,912           | 3,635,912                            |
| Operating Transfers In   | 15 | 2,615,990                                 | 0                 | 2,615,990                            |
| Proceeds of Fixed Asset Sales  | 16 | 27,000                                    | 0                 | 27,000                               |
| <b>Total Revenues &amp; Other Sources</b>  | 17 | 29,732,217                                | 284,412           | 30,016,629                           |
| <b>EXPENDITURES &amp; OTHER FINANCING USES</b>   |    |   |                   |                                      |
| Operating:   |    |   |                   |                                      |
| Public Safety and Legal Services   | 18 | 9,112,603                                 | 0                 | 9,112,603                            |
| Physical Health and Social Services  | 19 | 1,450,801                                 | 0                 | 1,450,801                            |
| Mental Health, ID & DD   | 20 | 1,826,796                                 | 0                 | 1,826,796                            |
| County Environment & Education   | 21 | 1,524,856                                 | 2,400             | 1,527,256                            |
| Roads & Transportation   | 22 | 6,245,985                                 | 0                 | 6,245,985                            |
| Government Services to Residents   | 23 | 1,162,782                                 | 0                 | 1,162,782                            |
| Administration   | 24 | 3,265,979                                 | 1,513,700         | 4,779,679                            |
| Nonprogram Current   | 25 | 0   | 0                 | 0                                    |
| Debt Service   | 26 | 3,398,000                                 | 431,532           | 3,829,532                            |
| Capital Projects   | 27 | 1,864,000                                 | 273,912           | 2,137,912                            |
| Subtotal Expenditures  | 28 | 29,851,802                                | 2,221,544         | 32,073,346                           |
| Other Financing Uses:  |    |   |                   |                                      |
| Operating Transfers Out  | 29 | 2,615,990                                 | 10,500            | 2,626,490                            |
| Refunded Debt/Payments to Escrow   | 30 | 0   | 0                 | 0                                    |
| <b>Total Expenditures &amp; Other Uses</b>   | 31 | 32,467,792                                | 2,232,044         | 34,699,836                           |
| <b>Excess of Revenues &amp; Other Sources over (under) Expenditures &amp; Other Uses</b> | 32 | -2,735,575                                | -1,947,632        | -4,683,207                           |
| Beginning Fund Balance - July 1, 2021  | 33 | 7,850,564                                 | 9,874,484         | 17,725,048                           |
| Increase (Decrease) in Reserves (GAAP Budgeting)   | 34 | 0   | 0                 | 0                                    |
| Fund Balance - Nonspendable  | 35 | 0   | 0                 | 0                                    |
| Fund Balance - Restricted  | 36 | 3,633,922                                 | -2,207,844        | 1,426,078                            |
| Fund Balance - Committed   | 37 | 0   | 0                 | 0                                    |
| Fund Balance - Assigned  | 38 | 544,619                                   | 0                 | 544,619                              |
| Fund Balance - Unassigned  | 39 | 936,448                                   | 10,134,696        | 11,071,144                           |
| <b>Total Ending Fund Balance - June 30, 2022</b>   | 40 | 5,114,989                                 | 7,926,852         | 13,041,841                           |

**Explanation of Changes:** Highway 99 Bridge Amendment due to project crossing over fiscal year. Received \$3,784,442 on 5/19/21 from the American Rescue Plan Act Grant. Anticipated expenses this fiscal year \$1,500,000.



**RESOLUTION AMENDING FY22 APPROPRIATIONS  
2022-001**

A Resolution authorizing the appropriations for expenditure for the various County Offices and Departments for the fiscal year beginning July 1, 2021.

BE IT RESOLVED: by the Des Moines County Board of Supervisors, that, the appropriations for expenditures during the fiscal year 2021-2022, (Section 331.434(6), Code of Iowa), appropriating such amounts as are deemed necessary for each County Office and Department, are amended on January 4th, 2022, as follows:

| #             | DEPARTMENT                     | APPROPRIATION     | INCREASE         |
|---------------|--------------------------------|-------------------|------------------|
| 01            | Board of Supervisors           | 144,395           | 0                |
| 02            | Auditor & Elections            | 639,095           | 0                |
| 03            | Treasurer                      | 836,167           | 0                |
| 04            | Attorney                       | 1,339,626         | 0                |
| 05            | Sheriff                        | 3,129,726         | 0                |
| 06            | Clerk of Court                 | 365,760           | 0                |
| 07            | Recorder                       | 359,264           | 0                |
| 08            | Pioneer Cemetery               | 29,500            | 0                |
| 11            | Solid Waste                    | 145,379           | 2400             |
| 12            | Road Clearing                  | 32,000            | 0                |
| 13            | Drug Seizure                   | 1,500             | 0                |
| 14            | Land Use Development           | 57,000            | 0                |
| 20            | Secondary Roads                | 6,906,215         | 0                |
| 21            | Veterans Affairs               | 101,934           | 0                |
| 22            | Conservation Board             | 1,015,351         | 0                |
| 23            | Local Health                   | 1,090,121         | 0                |
| 25            | Human Services/Social Services | 258,745           | 0                |
| 28            | Medical Examiner               | 142,050           | 0                |
| 29            | Jail                           | 3,063,008         | 0                |
| 33            | G.I.S.                         | 233,652           | 0                |
| 50            | E911                           | 226,060           | 0                |
| 51            | Maintenance                    | 960,991           | 13,700           |
| 52            | Information Technology         | 808,848           | 0                |
| 60            | MH/DS                          | 1,826,796         | 0                |
| 63            | Fairgrounds                    | 65,000            | 0                |
| 69            | County Assessor                | 517,118           | 0                |
| 70            | Emergency Management           | 2,610,541         | 0                |
| 71            | DesCom                         | 1,116,478         | 0                |
| 90            | SEIL                           | 6,810,204         | 0                |
| 99            | Non-Departmental               | 9,873,780         | 2,215,944        |
| <b>TOTALS</b> |                                | <b>44,706,304</b> | <b>2,232,044</b> |

Dated and approved this 4th day of January, 2022, at Burlington, Des Moines County, Iowa.

BOARD OF SUPERVISORS

\_\_\_\_\_  
Tom Broeker

\_\_\_\_\_  
Jim Cary

\_\_\_\_\_  
Shane McCampbell

ATTEST: \_\_\_\_\_  
Terri Johnson, Auditor



Prepared by: Des Moines County Auditor's Office, 513 N Main St., Burlington, IA 52601 (319) 753-8232

## **Ordinance No. 61**

### **AN ORDINANCE ESTABLISHING VOTING PRECINCTS FOR DES MOINES COUNTY, IOWA**

Be it enacted by the Board of Supervisors of Des Moines County, Iowa:

**Section 1. Purpose.** The purpose of this ordinance is to establish voting precincts as a result of the population changes reflected by the 2020 Census for Des Moines County, as required by Chapter 49.4 and 49.7, Code of Iowa.

**Section 2. Definitions.** For use in this ordinance, the following terms or words shall be interpreted or defined as follows:

1. "Voting Precinct" or "Precinct" shall mean a county or municipal subdivision for casting and counting votes in elections.
2. "Township" shall mean a civil and political subdivision of the county.

**Section 3. Boundaries of Voting Precincts.** Des Moines County shall have the following voting precincts in addition to an absentee voting precinct as required by law, whose boundaries shall be as follows:

**City of Burlington – Pct 1, 2, 3, 4, 5, 6, 7 and 8** as established by City of Burlington Ordinance No. 3493 approved and adopted December 20, 2021

**Precinct BHJ** – Benton Twp, Huron Twp and Jackson Twp

**Precinct CC** – Concordia Twp

**Precinct DM** - City of Danville and Danville Twp

**Precinct FM** - Flint River Twp and City of Middletown

**Precinct MYF** - City of Mediapolis, Yellow Spring Twp and Franklin Twp

**Precinct PW** – Pleasant Grove Twp and Washington Twp

**Precinct Tama** – Tama Twp

**Precinct UN** – Union Twp

**Precinct WB** – City of West Burlington

**Section 5. Repealer.** All other ordinances or parts of ordinances in conflict with the provisions of this ordinance, including Des Moines County Ordinance No. 54 and Amended Ordinance No. 54 in its entirety, are hereby repealed.

**Section 6. Severability Clause.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any part thereof not adjudged invalid or unconstitutional.

**Section 7. When Effective.** This ordinance shall be effective after its final passage, approval, and publication as provided by law.

Dated at Burlington, Iowa this \_\_\_\_\_ day of January 2021.

Des Moines County Board of Supervisors

\_\_\_\_\_  
Tom Broeker,

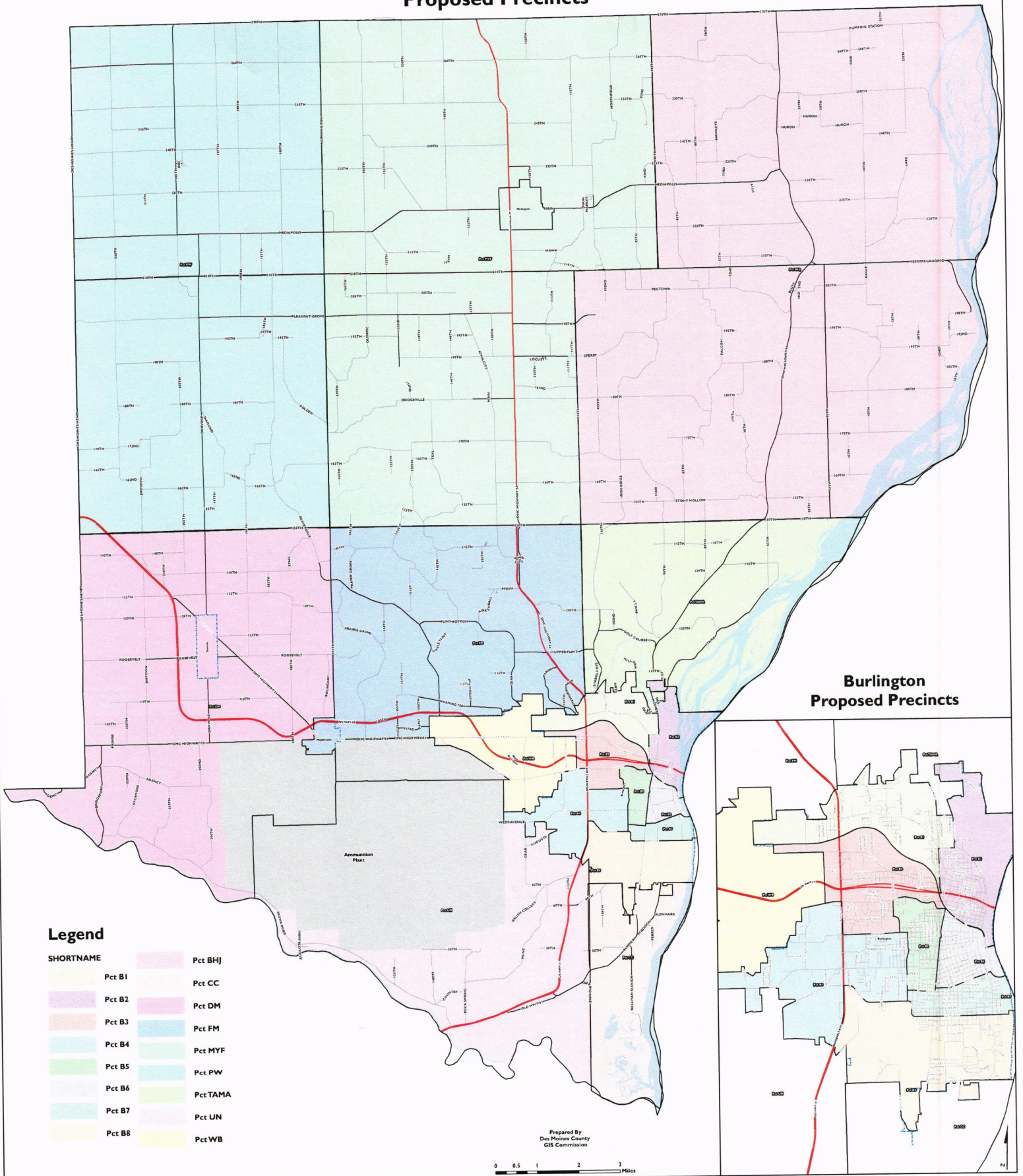
\_\_\_\_\_  
Jim Cary,

\_\_\_\_\_  
Shane McCampbell,

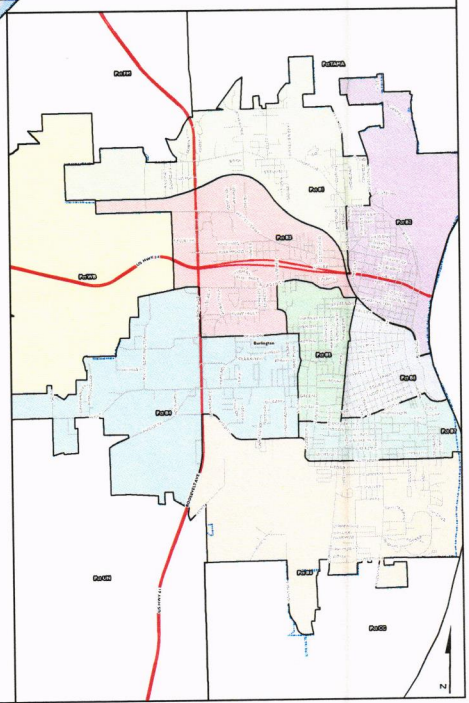
Attest: \_\_\_\_\_  
Terri Johnson, County Auditor



# Des Moines County Proposed Precincts



## Burlington Proposed Precincts

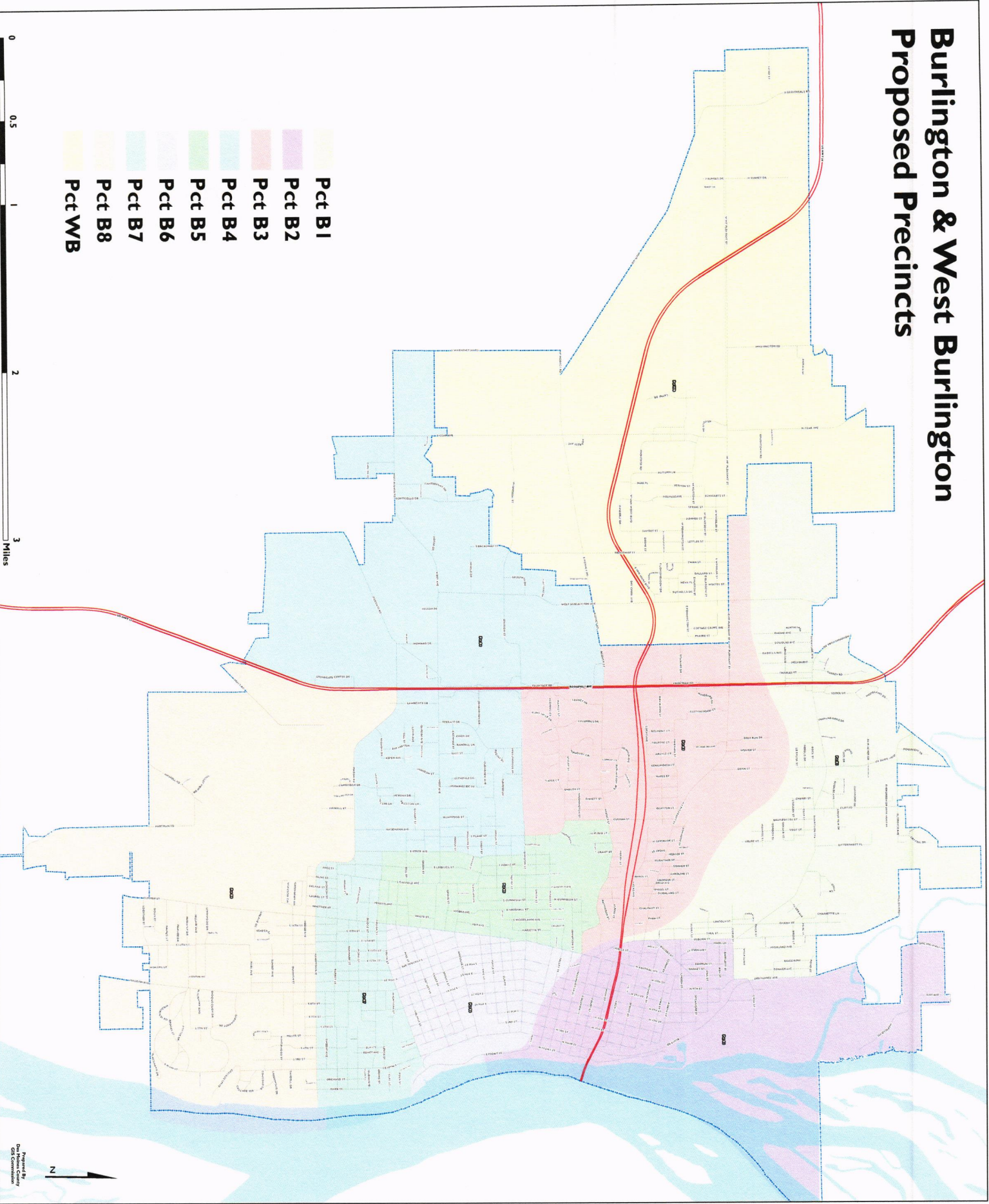


Prepared By  
Des Moines County  
GIS Commission



# Burlington & West Burlington Proposed Precincts

- Pct B1
- Pct B2
- Pct B3
- Pct B4
- Pct B5
- Pct B6
- Pct B7
- Pct B8
- Pct WB



Prepared by  
Burlington  
City Commission



**ACCOUNTS**

**PAYABLE**

# **Payroll**

## **12/30/2021 Reimbursement Claims**

**01/04/21 Board Meeting**

**Reimbursements: \$44.94**

**Non Cash Taxable: \$0.00**







**KEVIN GLENDENING, SHERIFF**

**Chad McCune, Chief Deputy**

**512 N. Main St, Ste 2  
Burlington, IA 52601  
Phone: 319-753-8212  
Fax: 319-754-6910**



December 16, 2021

Honorable Board of Supervisors  
Des Moines County  
Burlington, Iowa 52601

To Whom It May Concern:

The following is an updated list of persons who are willing to serve as Condemnation Commissioners for 2022.

**OWNERS of and OPERATORS of AGRICULTURAL LAND**

|               |                              |            |
|---------------|------------------------------|------------|
| Kirk Siegle   | 6020 260 <sup>th</sup> St    | Oakville   |
| Pat Edmonds   | 11394 235 <sup>th</sup> St   | Mediapolis |
| Stan Nelson   | 18408 Roosevelt St           | Middletown |
| Lee Robertson | 4478 – 260 <sup>th</sup> St  | Oakville   |
| Ron Breuer    | 6097 108 <sup>th</sup> Ave   | Burlington |
| Larry Beck    | 19268 – 110 <sup>th</sup> St | Danville   |
| Brian Messer  | 2919 Dill St                 | Burlington |

**CITY & TOWN OWNERS**

|                 |                  |              |
|-----------------|------------------|--------------|
| Bill Ell        | 1305 S Main St   | Burlington   |
| Dan Cahill      | 1414 Hillary Ave | Burlington   |
| John Horton     | 1212 Madison Ave | Burlington   |
| Barbara Kelley  | 2306 Miller St   | Burlington   |
| Dean E Robinson | 601 Swan St      | W Burlington |
| John Williams   | 4600 West Ave    | Burlington   |
| Duane Worthy    | 406 Trulaine Dr  | Danville     |

### REAL ESTATE BROKERS

|                  |                      |            |
|------------------|----------------------|------------|
| Robert K. Gerdes | 2012 Highland Ave    | Burlington |
| Marc Gillette    | 1900 West Ave        | Burlington |
| Mary Wiegard     | 1018 Cook St         | Burlington |
| Deb Fowler       | 2716 Bittersweet Pl  | Burlington |
| Gwen Wixom       | 1313 N Roosevelt Ave | Burlington |
| Diane Kroll      | 2721 Monarch Dr      | Burlington |
| Robert Masden    | 1229 S Starr Ave     | Burlington |

### BANKERS – REAL ESTATE APPRAISER – AUCTIONEERS

|                     |   |            |
|---------------------|---|------------|
| Ron Kelley          | 2306 Miller St<br>(Retired Real Estate Appraiser)                     | Burlington |
| Kathy Conover       | 11234 Cliff Rd<br>(Real Estate Appraiser – Potter Appraisal Services) | Burlington |
| Paul Smith          | 1616 Parkway Dr<br>(Owner - Auctions by Smith)                        | Burlington |
| Jeff Burgus         | PO Box 397<br>(President – Mediapolis Savings Bank)                   | Mediapolis |
| Robert Hesler       | 205 S. Main St<br>(Retired Banker – Danville State Savings Bank)      | Danville   |
| Andrea Walz Hartman | 3225 Division St<br>(Retail Managing Officer – Midwest One Bank)      | Burlington |
| Steve Francis       | 2072 Highland Dr<br>(Business Banker - Great Western Bank)            | Burlington |
| Robert Ritson       | 12295 Celestia Dr<br>(Retired Banker – Two Rivers Bank & Trust)       | Burlington |

Respectively submitted,



Kevin Glendening, Sheriff  
Des Moines County Sheriff's Office

KWG/mb

**DANVILLE / DES MOINES COUNTY  
LAW ENFORCEMENT AGREEMENT  
2022 / 2023 FISCAL YEAR**

THIS AGREEMENT, entered this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by Des Moines County, Iowa and the City of Danville, in Des Moines County, Iowa;

WITNESSETH that:

WHEREAS, the City of Danville, Iowa, desires to contract with Des Moines County, Iowa for police protection under the provision of Chapter 28E of the Code of Iowa, and

WHEREAS, Des Moines County, Iowa is willing to provide such police protection to the City of Danville upon the terms and conditions hereinafter set forth,

NOW THEREFORE:

In consideration of mutual covenants and agreements hereinafter set forth, the parties hereto legally intending to be bound, do hereby covenant and agree for themselves and their respective successors as follows:

1. The County of Des Moines, State of Iowa, through its Sheriff's Office, will supply police protection and law enforcement services to the City of Danville, including, but not limited to the following:
  - A. Patrolling within the corporate limits of the City of Danville such hours as may be necessary to provide adequate protection and law enforcement. The Sheriff's Office will have a patrol vehicle and officer patrolling within the corporate limits not less than **20 hours each week**. The Sheriff's Office shall maintain a log which shall show the actual time that the Sheriff's Office has an officer within the corporate limits of Danville.
  - B. Answering calls at all times for police assistance in the City of Danville.
2. This understanding (while under the direct supervision of the Sheriff) shall be administered by a Joint Board consisting of the Des Moines County Sheriff and the Mayor of the City of Danville, with law enforcement policy, regulations and other law enforcement matters, including times of patrolling, to be mutually agreed upon and determined by the Des Moines County Sheriff and the Mayor of said City of Danville. The Sheriff or his designated representative shall attend the monthly council meeting of the Danville City Council.
3. In consideration of the services to be performed as herein set forth, the City of Danville agrees to pay Des Moines County, Iowa, (through the County Auditor of Des Moines County) the sum of **Sixty-Seven Thousand, Four Hundred Seventy-Five Dollars and Twenty Cents (\$67,475.20)** per year with monthly installments of **\$5,622.93** commencing on the 1<sup>st</sup> day of July 2022.
4. This agreement shall become effective **July 1, 2022** through **June 30, 2023**. The new agreement shall be negotiated prior to **March 1, 2023**, for the following Fiscal Year.

DATE 12/20/2021

CITY OF DANVILLE

  
MAYOR

DES MOINES COUNTY, IOWA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

  
CITY CLERK

ATTEST:

\_\_\_\_\_  
COUNTY AUDITOR



Proposal to:

**Scan Various Deed Records  
from Aperture Cards Off-Site**

Presented to:

**Des Moines County Recorder  
513 North Main Street  
Burlington, IA 52601**

Presented by:

**US Imaging, Inc.  
400 S. Franklin Street  
Saginaw, MI 48607**

Rhonda Olson  
Project Manager  
[rolson@us-imaging.com](mailto:rolson@us-imaging.com)  
(989) 754-9949

Eric Nejedly  
National Account Manager  
[enejedly@us-imaging.com](mailto:enejedly@us-imaging.com)  
(303) 319-9457

August 13, 2021



### Des Moines County Requirements:

- **Original Microfilm** – County will retrieve all aperture cards for the range of this project and confirm that all the desired document ranges are present.
- **Packing** – County will load the microfilm in order into transportation boxes, fill empty space with plastic bubble wrap.
- **Hardware** – County will allocate sufficient hard drive storage to import TIFF images into the system.
- **Import** – County will work with **Tyler Technologies** to import images into the imaging system. **Tyler Technologies charges a flat fee of \$2,500 per Pilot upload and \$1,500 per Bulk upload. Tyler Technologies' fees are separate from the pricing included in this proposal.**
- **Pilot** - County will inspect the first 1,000 images each time that the media changes and approve image quality and index accuracy.
- **Poor Quality Image Report** – County will review images on the poor quality image report and approve the enhancement and indexing of Poor Quality images.

### US Imaging Requirements:

#### Stage 1 – Capture & Pilot

- **Aperture Card Transportation** – US Imaging will arrange for delivery and pickup of pelican cases via UPS Ground, with tracking.
- **Aperture Card Inspection** – Aperture Cards will be inspected for duplicates, processing circles, bent cards, index data on front and back of cards and film separating from the film window.
- **Aperture Card Scanning** - Microfilm contains 256 shades of gray. 100% of the microfilm images will be scanned at 300dpi in 256 shades of gray and saved in industry standard JPEG format with 85% quality compression. JPEG images are sequentially numbered by a zero filled 8-digit number and stored in folders named by Document Type and Book #.
- **Reference Data Scanning (Optional)** – Our on-site staff will scan the front of each aperture card in order to capture the reference data that has been typed or written on the front of each card. The cards will be scanned at 300dpi as a color JPEG image, the color JPEG will be converted to a black & white TIFF and the TIFF image of the face of each card will be added as the last page of document, so end users can easily access the reference data.
- **Page Extraction** – A single aperture card image can contain multiple pages; our staff will manually extract each individual page and save it as a new single page image. Excess borders will be removed during this process if the original pages are not skewed within the card.
- **JPEG to TIFF Conversion** – All JPEG images will be converted to 300dpi single page Black & White TIFF images with Group IV compression. TIFF images will be sequentially numbered by a zero filled 8-digit number and stored in folders named by the Document Type and Book #.
- **Automatic Crop & Deskew** - Each TIFF image will be run through a software program to remove solid black borders and automatically deskew crooked pages to reduce file size by approximately 25%. Despeckle is not performed on scanned images as it has a tendency to remove punctuation.
- **Automatic Polarity Reversal** – Each TIFF image will be automatically reversed so that black images with white text will be reversed to white images with black text. If Dual Polarity exists, it will be corrected in Stage 3.
- **Pilot Images** – 1,000 images from each media change will be cropped, enhanced, grouped as documents, indexed by Document # or Book-Page # and saved as multi-page TIFF's that can be easily viewed by any imaging viewer. We will e-mail a link, username, and password to download the Pilot Images from our FTP site.
- **USB Hard Drives** – All single page JPEG images will be copied to 2 sets of external USB Hard Drives. 1 set will be shipped to the County for review and on-site backup. 1 set will be stored at US Imaging for post processing and off-site backup.
- **ImageXpress Software** – We will provide the County with a retrieval software program called **ImageXpress** that will allow the County to easily access images by book-page #, document #, quickly scroll through an entire book, roll, jacket or aperture card, view both TIFF & JPEG images, adjust JPEG grayscale contrast, crop, deskew, redact, mask, print, save or e-mail images as needed.







**Phase 1: Investment to Scan Various Deed and Tax Lien Records from Aperture Cards Off-Site**

**Aperture Cards**

|               |   |   |   |                    |  |
|---------------|---|---|---|--------------------|--|
| 22,467 Books  | @ | 1,000 Pages per Book (Deed Vols. 11-33pg467)      | = | 22,467 Images      |  |
| 22,467 Images | @ | 1.8 Images per Card                               | = | 12,482 Cards       |  |
| 12,482 Cards  | @ | 140 Cards per Inch                                | = | 90 Inches          |  |
| 90 Inches     | @ | 14 Inches per Box                                 | = | 7 Boxes            |  |
| 22,467 Images | @ | 50% Skewed Images                                 | = | 11,234 Skewed      |  |
| 22,467 Images | @ | 15% Poor Quality Images                           | = | 3,371 Poor Quality |  |
| 22,467 Images | @ | 0% Multiple Documents per Page                    | = | 0 Multi-Docs       |  |
| 22,467 Images | @ | 0% Dual Polarity Pages / Marginal Notations       | = | 0 Dual Polarity    |  |
| 34,949 Images | @ | 400 Images per Gigabyte for Grayscale JPEG Format | = | 88 GB for JPEG's   |  |
| 34,949 Images | @ | 4,000 Images per Gigabyte for B&W TIFF Format     | = | 9 GB for TIFF's    |  |

**Stage 1**

|               |   |  |   |                |            |
|---------------|---|--|---|----------------|------------|
| 1 Case        | @ | \$275.00 Per Case to Transport Microfilm to Saginaw, MI      | = | \$275.00       |            |
| 12,482 Cards  | @ | \$0.19 Per Card to Scan 300dpi Grayscale JPEG                | = | \$2,371.58     |            |
| 12,482 Cards  | @ | \$0.05 Per Card to Scan 300dpi Grayscale JPEG - Face of Card | = | \$624.10       |            |
| 22,467 Images | @ | \$0.04 Per Image to Extract Individual Pages                 | = | \$898.68       |            |
| 34,949 Images | @ | \$0.015 Per Image to Convert JPEG to B&W TIFF                | = | \$524.24       |            |
| 2 Drives      | @ | \$250.00 Per USB Hard Drive, Copying & Backup                | = | \$500.00       | 40%        |
| 1 Shipment    | @ | \$25.00 Per USB Hard Drive Shipment                          | = | <u>\$25.00</u> | \$5,218.60 |

**Stage 2**

|               |   |  |   |                |            |
|---------------|---|--|---|----------------|------------|
| 11,234 Images | @ | \$0.04 Per TIFF to Manually Deskew & Crop              | = | \$449.36       |            |
| 22,467 Images | @ | \$0.04 Per TIFF to Single Inspect & Report Quality     | = | \$898.68       |            |
| 0 Images      | @ | \$0.04 Per TIFF to Duplicate Multi-Doc Pages           | = | \$0.00         |            |
| 34,949 Images | @ | \$0.065 Per TIFF to Single Group & Index Pages as Docs | = | \$2,271.69     |            |
| 34,949 Images | @ | \$0.065 Per TIFF to Double Group, Index & Verify       | = | \$2,271.69     |            |
| 1 Drive       | @ | \$25.00 Per Small USB Hard Drive, Copying              | = | \$25.00        | 45%        |
| 1 Shipment    | @ | \$20.00 Per USB Hard Drive Shipment                    | = | <u>\$20.00</u> | \$5,936.41 |

**Stage 2**

|                   |   |   |   |                |            |
|-------------------|---|---|---|----------------|------------|
| 3,371 Poor Images | @ | \$0.50 Per TIFF to Enhance & Replace Poor Quality             | = | \$1,685.50     |            |
| 0 Images          | @ | \$0.04 Per TIFF to Mask Unwanted Pages                        | = | \$0.00         |            |
| 0 Images          | @ | \$0.04 Per TIFF to Reverse Dual Polarity / Marginal Notations | = | \$0.00         |            |
| 1 Case            | @ | \$275.00 Per Case to Return Transport Microfilm to County     | = | \$275.00       |            |
| 1 Drive           | @ | \$25.00 Per Small USB Hard Drive, Copying                     | = | \$25.00        | 15%        |
| 1 Shipment        | @ | \$20.00 Per USB Hard Drive Shipment                           | = | <u>\$20.00</u> | \$2,005.50 |

**Total Investment = \$13,160.51**

**FILED**

**DEC 30 2021**

**DES MOINES CO AUDITOR  
BURLINGTON, IOWA**

Des Moines County Board of Supervisors  
Attention : Terri Johnson, Auditor  
513 N. Main, Suite 203  
Burlington, IA 52601

December 28, 2021

Board members,

This letter is to inform you that I must resign from my position as Des Moines County Medical Examiner. I have accepted a new position at Mercy, Iowa City and relocated.

Dr Meghan Wooster, SEIRMC General Surgeon, is eager to take on the role. I will continue to serve as long as needed for a seamless transition and will be available anytime for questions moving forward.

It's been a privilege to work for the county and state.

Regards,

Craig Huston MD  
(319) 795-6048  
craig.huston@mercyic.org

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**CONTRACT BETWEEN DES MOINES COUNTY AND  
CALE HEITMEIER FOR MEDICAL EXAMINER  
INVESTIGATOR SERVICES**

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This Contract is by and between the Des Moines County Board of Supervisors (hereinafter the "Board") and Cale Heitmeier (hereinafter the CME-I) for Medical Examiner Investigator services for deaths occurring in Des Moines County, Iowa that are under the jurisdiction of the Medical Examiner.

WHEREAS, the CME-I is willing and able to provide such services for the benefit of Des Moines County and states that he/she meets the qualifications to serve as a medical examiner investigator as set out under IAC 641-127.7.

**IT IS THEREFORE MUTUALLY AGREED BY THE PARTIES HEREIN AS FOLLOWS:**

The CME-I, under the supervision and direction of the Des Moines County Medical Examiner or designee, shall assist in the investigation of sudden, unnatural, suspicious, or violent deaths occurring in Des Moines County.

In conformity with IAC 641-127.11, the Board shall defend, hold harmless, and indemnify the CME-I to the extent provided in Iowa Code Chapter 670.

The CME-I shall have and maintain a valid Class D Iowa driver's license, and shall be available on-call 24-hours-per-day. The CME-I shall be available to testify in court when subpoenaed.

Des Moines County shall pay remuneration to the CME-I as follows in the course of the duties of the CME-I:

- \$150.00 per decedent in which the CME-I is consulted concerning or is otherwise requested to provide investigative services hereunder;
- \$25.00 per decedent in jurisdictional decline (J.D.) cases in which the CME-I is contacted and required to fill out J.D. documentation for the State Medical Examiner;
- The CME-I shall be paid mileage at the set Des Moines County rate;
- The CME-I shall be reimbursed for supplies that are reasonable and necessary in the course of the CME-I's duties, including gloves, shoe protection, body bags, etc. Detailed receipts shall be submitted to the Des Moines County Auditor for reimbursement;
- With advance Board approval, the Board shall pay the costs of training and reasonable expenses incurred in the course of such training, including hotel, mileage, and meal expenses if such training takes place outside Des Moines County; and
- The CME-I shall be reimbursed the fixed amount of \$50.00 total if subpoenaed/



noticed for a Des Moines County Court trial or other Court proceedings, such as motion hearings or depositions, and the CME-I appears as subpoenaed/ noticed for such proceeding. Such amount is fixed per subpoena, and not for each day the CME-I is at the Courthouse. The CME-I shall request the appropriate prosecuting attorney or designee to sign a copy of such subpoena/ notice upon appearing for the proceeding, and submit a copy thereof to the Des Moines County Auditor for payment.

The CME-I shall not be considered an employee of Des Moines County and is an independent contractor under this Contract. This Contract supersedes any other contract and shall be in effect until June 30, 2023. This Contract for services shall automatically renew at ongoing two-year intervals unless otherwise modified or terminated in writing by the parties. There shall be no penalty for withdrawal of this Contract by either party.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2022.

BY:

---

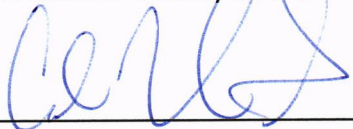
Jim Cary  
Des Moines County Board of Supervisors

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Tom Broeker  
Des Moines County Board of Supervisors

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Shane McCampbell  
Des Moines County Board of Supervisors



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Cale Heitmeier  
Medical Examiner Investigator

ATTEST:

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Terri Johnson, Des Moines County Auditor

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: CARPENTER, Holly Employee #: J147  
Title: Correctional Officer-Full Time Department: Correctional Center

## STATUS CHANGES

### TERMINATION

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Resignation | <input type="checkbox"/> Unsatisfactory Probation |
| <input type="checkbox"/> Discharge   | <input type="checkbox"/> Death                    |
| <input type="checkbox"/> Retirement  | <input type="checkbox"/> 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 \_\_\_\_\_

### TRANSFER

- |                                    |                                      |
|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Voluntary   |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Involuntary |

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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 \_\_\_\_\_

### LEAVE OF ABSENCE

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity      | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical        | <input type="checkbox"/> Military    |
| <input type="checkbox"/> 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

- |   |   |
|---|---|
| <input type="checkbox"/> Reclassification       | <input type="checkbox"/> Demotion       |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Reducation     |
| <input type="checkbox"/> Promotion              | <input type="checkbox"/> Suspension     |
| <input type="checkbox"/> Probationary           | <input type="checkbox"/> Other, Explain |

18 months step increase

Previous Rate \$41,928.92/yr New Rate \$42,856.48/yr  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 15, 2022

Authorized by: [Signature] Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: DAY, Dakota Employee #: J126  
Title: Correctional Officer-Full Time 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

Authorized by:  Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

12 months step increase

Previous Rate \$41,928.92/yr New Rate \$42,856.48/yr

Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 18, 2022



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: MAY, Hillary Employee #: J125  
Title: Correctional Officer-Full Time 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

Authorized by:  Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

36 months step increase

Previous Rate \$43,699.63/yr New Rate \$44,559.59/yr  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 3, 2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: REYNOLDS,Cody Employee #: J150  
Title: Correctional Officer-Full Time 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

Authorized by:   
Authorized by: \_\_\_\_\_

Department: Correction. Center Date: December 29, 2021  
Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

12 months step increase

Previous Rate \$40,895.52/yr New Rate \$41,928.92/yr

Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 19, 2022



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Wayne Smith Employee #: J006  
Title: Correctional Officer – Full Time Department: Correctional Center

## STATUS CHANGES

### TERMINATION

Resignation  
 Discharge  
 Retirement  
 Unsatisfactory Probation  
 Death  
 Other, Explain

Last Day Worked January 3, 2022  
Add Vacation Days \_\_\_\_\_ to \_\_\_\_\_  
Add Sick Days \_\_\_\_\_ to \_\_\_\_\_  
Add Other Days \_\_\_\_\_ to \_\_\_\_\_  
Last Day Paid January 3, 2022  
Unpaid Days \_\_\_\_\_ to \_\_\_\_\_

Final Termination Date January 3, 2022  
Final Rate of Pay \$44,559.59/yr  
Permanent Address 1582 353<sup>rd</sup> Ave  
City, State, Zip Wever, IA 52658

### 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

Authorized by: *Douglas L. Ewing* Department: Correction. Center Date: December 16, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

Resignation

Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 3, 2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: ELAND,Zoe Employee #: J151  
Title: Correctional Officer-Part Time 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 \_\_\_\_\_  
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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

6 months step increase

Previous Rate \$13.14/hr New Rate \$15.99/hr  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 7, 2022

Authorized by: [Signature] Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Hulse, Tucker Employee #: J143  
Title: Correctional Officer-Part Time Department: Correctional Center

## STATUS CHANGES

### TERMINATION

Resignation  
 Discharge  
 Retirement  
 Unsatisfactory Probation  
 Death  
 Other, Explain

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous Rate \_\_\_\_\_  
Effective Transfer Date \_\_\_\_\_  
Last Day Worked \_\_\_\_\_  
Add Vacation Days \_\_\_\_\_ to \_\_\_\_\_  
Add Sick Days \_\_\_\_\_ to \_\_\_\_\_  
Add Other Days \_\_\_\_\_ to \_\_\_\_\_  
Last Day Paid \_\_\_\_\_  
Unpaid Days \_\_\_\_\_ to \_\_\_\_\_

### LAY OFF

Final Termination Date \_\_\_\_\_  
Final Rate of Pay \_\_\_\_\_  
Permanent Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Does the employee Want Health Insurance Continued  Yes  No  
Does Employee Want Life Insurance Continued  Yes  No  
Last Day Worked \_\_\_\_\_

### LEAVE OF ABSENCE

Maternity  
 Medical  
 Other, Explain  
 Educational  
 Military

### SALARY ADJUSTMENT

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reducation  
 Suspension  
 Other, Explain

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_  
**Resigned from Part Time Officer**

Does the employee Want Health Insurance Continued  Yes  No  
Previous Rate \$18.08/hr New Rate \$0.00/hr

Does Employee Want Life Insurance Continued  Yes  No  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: January 3, 2022

Authorized by: [Signature] Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: WHALEN, Kendra Employee #: \_\_\_\_\_  
Title: Kitchen- Asst. Cook Department: Correctional Center

## STATUS CHANGES

### TERMINATION

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Resignation | <input type="checkbox"/> Unsatisfactory Probation |
| <input type="checkbox"/> Discharge   | <input type="checkbox"/> Death                    |
| <input type="checkbox"/> Retirement  | <input type="checkbox"/> 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

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity            | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical              | <input type="checkbox"/> Military    |
| <input type="checkbox"/> Other, Explain _____ | _____                                |

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_

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

Authorized by:  Department: Correction. Center Date: December 29, 2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

- |                                    |                                      |
|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Voluntary   |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Involuntary |

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

- |   |   |
|---|---|
| <input type="checkbox"/> Reclassification       | <input type="checkbox"/> Demotion             |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Reduction            |
| <input type="checkbox"/> Promotion              | <input type="checkbox"/> Suspension           |
| <input type="checkbox"/> Probationary           | <input type="checkbox"/> Other, Explain _____ |

**Corrected Personnel Action- Missed 3 month and 6 month step increac**

Previous Rate \$9.02/hr New Rate \$10.25/hr

Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: November 25, 2021

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Rodeffer,Caili Employee # : \_\_\_\_\_  
 Title: Communications Operator 1 Department: DESCOM

## STATUS CHANGES

### TERMINATION

|                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Resignation | <input type="checkbox"/> Unsatisfactory Probation |
| <input type="checkbox"/> Discharge   | <input type="checkbox"/> Death                    |
| <input type="checkbox"/> Retirement  | <input type="checkbox"/> 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

|   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity            | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical              | <input type="checkbox"/> Military    |
| <input type="checkbox"/> Other, Explain _____ |                                      |

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_

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

### TRANSFER

|                                    |                                      |
|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Voluntary   |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Involuntary |

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

|  |  |
|--|--|
| <input checked="" type="checkbox"/> Reclassification | <input type="checkbox"/> Demotion                        |
| <input type="checkbox"/> Anniversary                 | <input type="checkbox"/> Reduction                       |
| <input type="checkbox"/> Promotion                   | <input type="checkbox"/> Suspension                      |
| <input type="checkbox"/> Probationary                | <input checked="" type="checkbox"/> Other, Explain _____ |

Resuming Full-Time employment at previous pay rate effective 12/27/2021

Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
 Previous Job Title: (if changed) \_\_\_\_\_  
 Effective Date: \_\_\_\_\_

Authorized by: Shanna Krogmeier Department: DESCOM Date: 12/16/2021  
 Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Zack Wayne Employee # : \_\_\_\_\_  
Title: Telecommunication Operator 1 Department: Descom

## STATUS CHANGES

### TERMINATION

Resignation     Unsatisfactory Probation  
 Discharge     Death  
 Retirement     Other, Explain

\_\_\_\_\_  
\_\_\_\_\_  
Last Day Worked 12/10/2021  
Add Vacation Days \_\_\_\_\_ to 12/10/2021  
Add Sick Days \_\_\_\_\_ to \_\_\_\_\_  
Add Other Days \_\_\_\_\_ to \_\_\_\_\_  
Last Day Paid 12/10/2021  
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

Authorized by: Shanna Krogmeier Department: Descom Date: 12/16/2021  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: 12/10/2021 Payroll Date: 12/17/2021

### 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

Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: \_\_\_\_\_



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brett Grimshaw Employee #: 0765  
Title: Descom Custodial Department: Descom

## STATUS CHANGES

### TERMINATION

Resignation  Unsatisfactory Probation  
 Discharge  Death  
 Retirement  Other, Explain

Effective 12/31/2021

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

Authorized by:   
Authorized by: Shanna Krogmeier

Department: Descom Date: 12/28/2021  
Department: \_\_\_\_\_ Date: \_\_\_\_\_

### 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 \_\_\_\_\_

Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: 12/31/2021

Pay Period Ending: 12/26/2021 Payroll Date: 01/08/2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Martha Grimshaw Employee # : 00896  
 Title: Descom Custodial Department: Descom

## STATUS CHANGES

### TERMINATION

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Resignation | <input type="checkbox"/> Unsatisfactory Probation |
| <input type="checkbox"/> Discharge   | <input type="checkbox"/> Death                    |
| <input type="checkbox"/> Retirement  | <input type="checkbox"/> Other, Explain           |

### TRANSFER

- |   |                                      |
|---|--------------------------------------|
| <input checked="" type="checkbox"/> Permanent | <input type="checkbox"/> Voluntary   |
| <input type="checkbox"/> Temporary            | <input type="checkbox"/> Involuntary |

Last Day Worked \_\_\_\_\_  
 Add Vacation Days \_\_\_\_\_ to \_\_\_\_\_  
 Add Sick Days \_\_\_\_\_ to \_\_\_\_\_  
 Add Other Days \_\_\_\_\_ to \_\_\_\_\_  
 Last Day Paid \_\_\_\_\_  
 Unpaid Days \_\_\_\_\_ to \_\_\_\_\_

Previous Title \_\_\_\_\_  
 Previous Dept \_\_\_\_\_  
 New Job Title \_\_\_\_\_  
 New Dept \_\_\_\_\_  
 Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
 Effective Transfer Date \_\_\_\_\_

### LAY OFF

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

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

### LEAVE OF ABSENCE

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity      | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical        | <input type="checkbox"/> Military    |
| <input type="checkbox"/> Other, Explain | _____                                |

### SALARY ADJUSTMENT

- |   |   |
|---|---|
| <input type="checkbox"/> New Hire             | <input type="checkbox"/> Demotion       |
| <input type="checkbox"/> Anniversary          | <input type="checkbox"/> Reduction      |
| <input checked="" type="checkbox"/> Promotion | <input type="checkbox"/> Suspension     |
| <input type="checkbox"/> Probationary         | <input type="checkbox"/> Other, Explain |

Martha will be going from temporary to permanent.

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_

Does the employee Want Health Insurance Continued  Yes  No  
 Does Employee Want Life Insurance Continued  Yes  No  
 Previous Rate \_\_\_\_\_ New Rate \$15.00  
 Previous Job Title: (if changed) \_\_\_\_\_  
 Effective Date: 01/01/2022

Authorized by: Shanna Krogmeier Department: Descom Date: 12/28/2021  
 Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: 12/26/2021 Payroll Date: 01/08/2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Cynthia (Cindy) Bowen Employee #: \_\_\_\_\_  
Title: Assistant/Volunteer Coordinator Department: Emergency Management Agency

## 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 \_\_\_\_\_  
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

Authorized by: Gina M. Hardin  
Authorized by: \_\_\_\_\_

Department: Emergency Mgmt Date: 12/21/2021  
Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous 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

Reclassification  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reduction  
 Suspension  
 Other, Explain  
Step increase \_\_\_\_\_

Previous Rate \$17.75 / hr New Rate \$18.25 / hr  
Previous Job Title: (if changed) Volunteer Coordinator  
Effective Date: 1/09/20201



December 21<sup>st</sup>, 2021

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, December 21<sup>st</sup>, 2021, with Vice-Chair Jim Cary present. Chairman Tom Broeker and Member Shane McCampbell were present through 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.

Meet with Department Heads: Payroll 1<sup>st</sup> Deputy Sara Doty stated she is busy getting things wrapped up for the end of the year. Sheriff Kevin Glendening reported the jail population is at 63 adults with one being housed out of county. Glendening stated he has several promotions coming at the end of the year for his office. County Auditor Terri Johnson reported she is working on getting the redistricting complete. The City of Burlington passed their Ordinance on 12/20. She is working on getting it complete by January 11<sup>th</sup>, 2022. County Attorney Lisa Schaefer reported she has a new Assistant County Attorney beginning on January 3<sup>rd</sup>. Her office is busy getting the final stretch of Covid Court delays wrapped up. Assistant Land use Administrator Jarred Lassiter stated the office is staying busy. He has an item on the agenda for today. County Treasurer Janelle Nalley-Londquist reported her staff is busy. CDS Director Ken Hyndman has a meeting to attend today to discuss budget and the SEIL Region. His office is staying busy. County Recorder Natalie Steffener wants to remind everyone that the offroad vehicles expire on 12/31 and her office is closed that day. The last day to renew will be 12/30. County Engineer Brian Carter stated his crew is still ditching while the weather is cooperating. His office staff stays busy working on the budget. Maintenance Supervisor Rodney Bliesener reported busy. Public Health Administrator Christa Poggemiller reported they are still busy with Covid vaccines. The current 7-day COVID positivity rate is 9% with 58 positive cases. Jail Administrator Doug Ervine stated that the population at the jail continues to decrease. Safety Director Angela Vaughan was present. Conservation Director Chris Lee reported his office is busy preparing for a work session with the Conservation Board next week to go over the budget. Shotgun deer season comes to an end this week. IT Director Colin Gerst reported his office as busy.

Account Payable Claims were presented in the amount of \$1,261,322.23. Broeker made a motion to approve and seconded by McCampbell.

A contract for the County Medical Examiner Dr. Meghan Wooster was presented. McCampbell made a motion to approve and seconded by Broeker.

Approval of Official Newspapers for 2022 were presented. Broeker made a motion to approve and seconded by McCampbell.

Resolution #2021-057 and Final Plat – Raid Subdivision was presented. This is a three-lot subdivision containing 46.34 acres located in part SE ¼ Section 13 of Section 13 Township 69 North. Owner/Subdividers are Melvin E Raid Family Trust, c/o Farmers & Merchants Bank & Trust of 221 Jefferson St., Burlington. Broeker made a motion to approve and seconded by Cary.

**(Insert Resolution #2021-057)**

Digitization of records for the Auditor and Recorder's office was presented. This purchase will be funded by the American Rescue Plan (ARP). Broeker made a motion to approve and seconded by McCampbell.

Personnel Actions: County Attorney – Terri Quartucci, Assistant County Attorney, New Hire with a rate of \$72,500.00 effective 01/03/2022. McCampbell motioned to approve and seconded by Broeker. Sheriff – Chad McCune, Promotion to Chief Deputy, salary of \$82,988.25 effective 1/1/22. Brad Siegfried, Promotion to Lieutenant, salary of \$76,627.60 effective 1/1/22. Dave Hamma, Promotion to Sergeant, salary of \$69,718.56 effective 1/1/22. Blake Cheesman, New Hire with a salary of \$47,107.10 effective 12/28/21. Keaton Hoschek, Patrol Deputy, 12-month step increase with a salary of \$53,388.05 effective 12/28/21. Monika Ryan, Clerk II, 18-month step increase, new salary of \$33,596.25 effective 1/1/22. Brett Grimshaw, Chief Deputy, Retirement effective 12/31/21. Mark McIntyre, Patrol Deputy, Retirement effective 12/30/21. Broeker made a motion to approve all eight of the Sheriff's Office Personnel Actions and McCampbell seconded.

Reports received and filed in the Auditor's Office:  
-Sheriff's monthly Report, November 2021

McC Campbell made a motion to approve the December 14<sup>th</sup>, 2021, meeting minutes and seconded by Broeker.

Broeker made a motion to approve the December 15<sup>th</sup>, 2021, special meeting minutes and seconded by McC Campbell.

Future Agenda Items: County Engineer Brian Carter stated we need to make some headway on the Inspection Consultant for the new pipeline. He is going to get some clarification on what needs to be addressed. Brian also stated he is going to bring in the Quit Claim deeds for Sullivan Slough.

Committee Reports: Jim Cary attended a Conservation Board Meeting and SEI Juvenile Crime Commission Meeting. Tom Broeker attended a Conservation Board Meeting and a Greater Burlington Partnership Meeting.

Meeting was adjourned at 9:51 a.m.

This Board meeting is recorded. The meeting minutes and audio are posted on the county's website [www.dmcountry.com](http://www.dmcountry.com)

Tom Broeker, Chairman  
Attest: Sara Doty, Deputy Auditor