

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, February 22nd, 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.dmcounty.com/youtube. Anyone with questions during the meeting may email the Board of Supervisors at board@dmcounty.com OR call 319-753-8203, Ext 4

TENTATIVE AGENDA:

1. Pledge of Allegiance
2. Changes to Tentative Agenda
3. Meet with Department Heads / Elected Officials
4. Correspondence
5. Discussion / Vote:
 - A. Resolution #2022-011 to Add Locally Funded Project LFM-P114PCC22—7X-29 PCC Paving on Upper Flint Road
 - B. Resolution #2022-012 Declaring Des Moines County to be a Second Amendment Sanctuary County
 - C. 2nd Public Hearing for Subdivision Ordinance #29
 - D. 2nd Public Hearing for Zoning Ordinance #34
 - E. 2nd Public Hearing for Airport Approach Regulations Ordinance #58
 - F. Payroll Reimbursement Claims
 - G. Personnel Actions:
 1. Local Health (3)
 2. Sheriff (3)
 3. Descom (1)
 - H. Reports:
 1. Sheriff's Monthly Report, January 2022
 - I. Minutes for Regular Meeting on February 15th, 2022
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Closed Session - Maintenance Director's Employee Evaluation per Iowa Code 21.5(1)(i)
11. Closed Session - IT Director's Employee Evaluation per Iowa Code 21.5(1)(i)
12. Closed Session - County Engineer's Employee Evaluation per Iowa Code 21.5(1)(i)
13. Adjournment

Work Session following the meeting:

BOS / Rodney Bliesener, Maintenance Director

RE: Courthouse and Public Building Security Policy

Resolution to add Farm-to-Market (FM) or Locally Funded Project(s) not in the current program.

Des Moines County Resolution No. 2022-011

BE IT RESOLVED: That the Board of Supervisors of Des Moines County, Iowa, initiates and recommends that the following project(s) be approved by the Iowa Department of Transportation (Iowa DOT) for improvement with the funds as shown below for the period covering the current secondary road construction program.

Funding Source	Project Number	Type of Work and Location of Project	Length Miles	Estimated Costs
Local	LFM-PI 14PCC22--7X-29	PCC - Upper Flint Road 2022	.516	770,000

Date

Chair, Board of Supervisors

I, Terri Johnson, Auditor in and for Des Moines County, Iowa, do hereby certify the above and foregoing to be a true and exact copy of a resolution passed and approved by the Board of Supervisors of Des Moines County, Iowa, at their meeting held on the 22nd day of February, 2022.

County Auditor

RESOLUTION 2022-012
A RESOLUTION DECLARING DES MOINES COUNTY TO BE A
SECOND AMENDMENT SANCTUARY COUNTY

WHEREAS, the right of the people to keep and bear arms is guaranteed as an individual right under the Second Amendment to the United States Constitution, “A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed”. and

WHEREAS, the right of the people to keep and bear arms for the defense of life, liberty and property is regarded as an inalienable right by the people of Des Moines County; and

WHEREAS, the people of Des Moines County derive economic benefit from all safe forms of firearms recreation, hunting and shooting conducted within Des Moines County using all types of firearms allowable under the United States Constitution and the laws of the State of Iowa, and

WHEREAS, the Des Moines County Board of Supervisors was elected to represent the citizens of Des Moines County, and have sworn by their Oath of Office to uphold the United States Constitution and the Constitution of the State of Iowa, and

WHEREAS, Iowa State Senators and State Representatives have also sworn by their Oath of Office to uphold the United States Constitution and the Constitution of the State of Iowa; and

WHEREAS, legislation is currently being considered and expected to be proposed by both the Iowa State Legislature and Federal Legislature that potentially seeks to infringe on the constitutionally protected right of citizens to keep and bear arms; and

WHEREAS, it is desirable to declare that Des Moines County is a Second Amendment Sanctuary County, as Des Moines County opposes the enactment of any legislation that would infringe upon the constitutional right of the people of Des Moines County to keep and bear arms.

NOW, THEREFORE IT BE RESOLVED that the Des Moines County Board of Supervisors hereby declares Des Moines County to be a Second Amendment Sanctuary County, and hereby states its opposition to the enactment of any legislation that would infringe upon the constitutional right of the people of Des Moines County to keep and bear arms.

Passed and adopted this 22nd day of February 2022

Jim Cary, Chair

Shane McCampbell, Vice-Chair

Tom Broeker, Member

ATTEST:

Terri Johnson, County Auditor

**Payroll Claims
Reimbursements**

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Judith Weatherwax Employee #: _____
Title: Certified Nurses Aide Department: Local Health

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 _____
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: Christa Poggemiller Department: Local Health Date: 2/18/2022
Authorized by: _____ Department: Local Health Date: _____

Pay Period Ending: _____ Payroll Date: _____

TRANSFER

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

9.96 unpaid time off 2/18 & 2/19

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

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brigitte Davis Employee #: _____
Title: Public Health Nurse Department: Local Health

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 _____
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 _____
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 Demotion
 Anniversary Reduction
 Promotion Suspension
 Probationary Other, Explain

1.63 hours of unpaid leave 2/17/22

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

Authorized by: Christa Poggemiller Department: Local Health Date: 2/17/2022
Authorized by: _____ Department: Local Health Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Jon Gates Employee #: _____
 Title: Deputy Department: Sheriff's Office

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 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

- | | |
|--|---|
| <input type="checkbox"/> New Hire (Check # of Hours) | <input type="checkbox"/> Probationary |
| <input type="checkbox"/> 74.77 Hours | <input type="checkbox"/> Demotion |
| <input type="checkbox"/> 80 Hours | <input type="checkbox"/> Reduction |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Other, Explain |

6 month anniversary

Previous Rate \$47,107.10 **New Rate:** \$50,247.60

Previous Job Title: (if changed) _____
Effective Date: 02-23-2022

Authorized by:  Department: Sheriff's Office Date: 02/17/22
 Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: March 5, 2022 Payroll Date: March 11, 2022

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Zander Schweiss Employee #: _____
 Title: Deputy Department: Sheriff's Office

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 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

- | | |
|--|---|
| <input type="checkbox"/> New Hire (Check # of Hours) | <input type="checkbox"/> Probationary |
| <input type="checkbox"/> 74.77 Hours | <input type="checkbox"/> Demotion |
| <input type="checkbox"/> 80 Hours | <input type="checkbox"/> Reduction |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Other, Explain _____ |

6 month anniversary

Previous Rate **\$47,107.10** New Rate: **\$50,247.60**

Previous Job Title: (if changed) _____
 Effective Date: **02-24-2022**

Authorized by: [Signature] Department: Sheriff's Office Date: 02/17/22
 Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: March 5, 2022 Payroll Date: March 11, 2022

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brandon McLeland Employee #: _____
 Title: Deputy Department: Sheriff's Office

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 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

- | | |
|--|---|
| <input type="checkbox"/> New Hire (Check # of Hours) | <input type="checkbox"/> Probationary |
| <input type="checkbox"/> 74.77 Hours | <input type="checkbox"/> Demotion |
| <input type="checkbox"/> 80 Hours | <input type="checkbox"/> Reduction |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Other, Explain |

1 year anniversary

Previous Rate \$56,528.51 **New Rate:** \$59,669.00

Previous Job Title: (if changed) _____
Effective Date: 03-08-2022

Authorized by:  Department: Sheriff's Office Date: 02/17/22
 Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: March 19, 2022 Payroll Date: March 25, 2022

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brandall Diaz Employee # : _____
Title: Telecommunicator 1 Department: Descom

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 1/22/22 to TBD

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

Authorized by: Shanna Krogmeier
Authorized by: _____

Department: Descom
Department: _____

Date: 02/16/2022
Date: _____

Pay Period Ending: 02/4/2022 Payroll Date: 02/11/2022

TRANSFER

Permanent Voluntary
 Temporary Involuntary

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

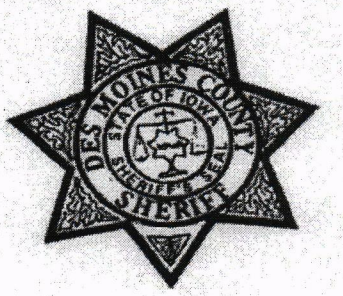
LAY OFF

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

SALARY ADJUSTMENT

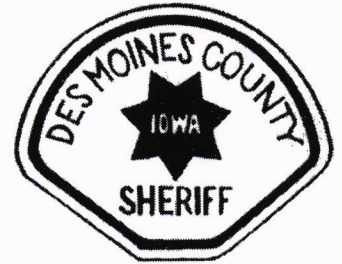
New Hire Demotion
 Anniversary Reduction
 Promotion Suspension
 Probationary Other, Explain

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



KEVIN GLENDENING, SHERIFF

512 N. Main Street
Burlington, IA 52601
Phone: 319-753-8289 (Civil)
Fax: 319-754-6910



SHERIFF'S MONTHLY REPORT TO THE BOARD OF SUPERVISORS

01/01/2022 thru 01/31/2022

SHERIFF FEES	5,331.42
MILEAGE	644.97
R & B	2,563.59
INTEREST	1.36
TOTAL	<u>\$8,541.34</u>

5976.36

I, Kevin Glendening, Sheriff of Des Moines County, Iowa, do hereby certify that the above report is correct of monies collected by me as Sheriff during the period therein specified.

Kevin Glendening

KEVIN GLENDENING, SHERIFF

February 15th, 2022

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, February 15th, 2022, with Chair Jim Cary, Vice-Chair Shane McCampbell, and Member Tom Broeker 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.

Meet with Department Heads: Payroll Deputy Sara Doty reported she is continuing to stay busy. County Attorney Lisa Schaeffer stated her office remains busy. IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening reported everything is going well at the Sheriff's Office. The jail currently has a population of 65 with one adult housed out of county. County Auditor Terri Johnson reported her office is busy. Budget Director Cheryl McVey was in attendance for an agenda item. She also has a work session following the meeting. Land Use Assistant Director Zach James reported they have public hearings for the Zoning, Subdivision, and Airport Ordinances on the agenda for today. CSD Director Ken Hyndman reports his office is busy. County Treasurer Janelle Nalley-Londquist stated her office continues to stay busy. They are receiving a lot of the 2022 Iowa Property Tax Credits back for property taxes. She stated the Department of Revenue threw in another eligibility factor. She encourages anyone 70 years old and older to contact her office to see if they are eligible. Maintenance Director Rodney Bliesener reports he has an item on the agenda. Conservation Director Chris Lee is in attendance for an item on the agenda. County Engineer Brian Carter reported his crew is preparing for the upcoming weather we are supposed to receive later this week. He would also like to thank his crew for the nice job they did plowing the light dusting of snow we received Sunday. Safety Director Angela Vaughan stated her office is busy. County Recorder Natalie Steffener reported her office is busy.

The Board of Supervisors received Correspondence regarding making Des Moines County a 2nd Amendment Sanctuary County.

Approval of Accounts Payable Claims in the amount of \$531,257.35 were presented. McCampbell made a motion to approve and seconded by Broeker.

1st Public Hearing for Subdivision Ordinance #29. Broeker made a motion to open the public hearing and seconded by McCampbell. Land Use Assistant Director Zach James and Assistant Administrator Jarred Lassiter presented the Ordinance. Chairman Jim Cary asked if there were any public comments. None received. Broeker motioned to close the public hearing and seconded by McCampbell. Broeker motioned to approve the 1st reading for Subdivision Ordinance #29 and seconded by McCampbell.

1st Public Hearing for Zoning Ordinance #34. Broeker made a motion to open the public hearing and seconded by McCampbell. Land Use Assistant Director Zach James and Assistant Administrator Jarred Lassiter presented the Ordinance. Chairman Jim Cary asked if there were any public comments. None received. Broeker motioned to close the public hearing and seconded by McCampbell. Broeker motioned to approve the 1st reading for Zoning Ordinance #34 and seconded by McCampbell.

1st Public Hearing for Airport Approach Regulations Ordinance #58. McCampbell made a motion to open the public hearing and seconded by Broeker. Land Use Assistant Director Zach James and Assistant Administrator Jarred Lassiter presented the Ordinance. Chairman Jim Cary asked if there were any public comments. None received. Broeker motioned to go out of public hearing and seconded by McCampbell. McCampbell motioned to approve the 1st reading for Airport Approach Regulations Ordinance #58 and seconded by Broeker.

Construction Manager Agreement with Carl A Nelson for the Public Health Building was presented. McCampbell made a motion to approve and seconded by Broeker.

River Mart Liquor & Beer License Renewal was presented. McCampbell made a motion to approve and seconded by Broeker.

Annual Firework Display Permit for J&M Displays was presented. McCampbell made a motion to approve and seconded by Broeker.

Janitorial Agreements with Porter Cleaning were presented. Broeker made a motion to approve and seconded by McCampbell.

Resolution #2022-009 Compensation Board Salary Recommendations for FY2022/2023. Broeker made a motion to reduce recommendations by 45% and seconded by McCampbell.

The board agreed upon pending budget requests for personnel and bond projects.

INSERT RESOLUTION #2022-009

Resolution #2022-008 Approving Allocation of ARPA Funds to Des Moines County Conservation in the amount of \$100,000.00 was presented. Broeker made a motion to approve and seconded by McCampbell.

INSERT RESOLUTION #2022-008

Rock Surfacing contracts with Douds Stone LLC and L&W Quarries were presented. McCampbell made a motion to approve and seconded by Broeker.

Resolution #2022-010 and Final Plat for Darbyshire Subdivision was presented by Assistant Land Use Administrator Jarred Lassiter. This is a one-lot subdivision containing 1.99 acres in part of SE1/4 of the NW1/4 of Section 16, Township 72 North. Owners Darbyshire Limited Partnership, 24565 205th Avenue., Yarmouth, Ia. Lassiter recommended approval. McCampbell motioned to approve and seconded by Broeker.

INSERT RESOLUTION #2022-010

Personnel Action: Maintenance – Alex Schnedler, Lead Maintenance, 6-month step increase, \$33,937.48 effective 2/23/22. Broeker made a motion to approve and seconded by McCampbell.

Reports received and filed in the Auditor's Office: Cost Advisory Services Inc Allocation Plan, FY2021 and Southeast Iowa Regional Planning Commission Annual Report, FY2021.

McCampbell motioned to approve the February 8th, 2022, regular meeting minutes and seconded by Broeker.

Broeker attended a SEIL meeting this past week. Cary stated he attended a RUSS meeting.

No public input was received.

Meeting was adjourned at 10:05 a.m.

Following the board meeting was a work session held with Cheryl McVey, Budget Director. She discussed wrapping up the department's budgets with the Department Heads.

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

Jim Cary, Chairman
Attest: Sara Doty, Deputy Auditor