

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, June 14<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. Changes to Tentative Agenda
3. Meet with Department Heads / Elected Officials
4. Correspondence
5. Discussion / Vote:
  - A. Resolution #2022-042 Setting Time & Date of FY22 Budget Amendment Hearing
  - B. Assignment of Tax Sale – Compromise Agreement
  - C. Payroll Claims Reimbursement
  - D. Fireworks Permit – Spirit Hollow Golf Course 7/4/22
  - E. Personnel Actions
    1. Descom (1)
    2. Sheriff (5)
    3. Local Health (1)
  - F. Reports:
    1. Records Report of Fees Collected, May 2022
  - G. Minutes for Regular Meeting on June 7<sup>th</sup>, 2022
  - H. Canvass 2022 Primary Election
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions held after the meeting:

BOS / Pioneer Cemetery

RE: Old Danville Cemetery

### NOTE:

**The 2022 Primary Post-Election Audit will be held in the public meeting room on the 2<sup>nd</sup> floor of the Courthouse on Thursday, June 16<sup>th</sup> @ 10:00 A.M.**

**RESOLUTION SETTING TIME AND DATE OF FY22 BUDGET AMENDMENT HEARING**

**Resolution # 2022-042**

BE IT RESOLVED:

- 1) The Board of Supervisors hereby fixes the time and place for a public hearing on the FY22 budget amendment for Tuesday, June 21st, 2022 at 9:00 a.m. in the Board Room at the Des Moines County Courthouse.
- 2) The Des Moines County Budget Director is hereby directed to publish the notice and estimated summary as required by law.
- 3) This resolution shall take effect immediately.

APPROVED this 14th day of June, 2022.

DES MOINES COUNTY  
BOARD OF SUPERVISORS

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

\_\_\_\_\_  
Shane McCampbell, Vice-Chairman

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

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

# Des Moines County Treasurer's Office

Janelle Nalley-Londquist, Treasurer  
513 N Main St., Ste 13 - P.O. Box 248  
Burlington, IA 52601  
[www.iowatreasurers.org](http://www.iowatreasurers.org)

## Property Tax Department

Debra Moore, Deputy  
Julie Howe, Deputy  
Phone: (319) 753-8252  
[dmctax@dmcounty.com](mailto:dmctax@dmcounty.com)



## Motor Vehicle Department

Michelle Reynolds, Deputy  
Gina Beckman, Deputy  
Phone: (319) 753-8273  
[dmcvm@dmcounty.com](mailto:dmcvm@dmcounty.com)

June 9, 2022

Board of Supervisors  
Court House  
Burlington, IA 52601

Re: Parcel: 16-05-160-004 (518 S Adams St - Burlington)

Gentlemen:

Situs Cultivation, LLC, 18025 Oak St, Ste B, Omaha, NE would like Des Moines County to assign over their interest in Tax Sale Certificate #17-0385 to them. This is any empty lot, and they are interested in this lot so they can get it back on the tax rolls and keep it maintained.

They are offering a compromise of \$2,246.00 for the \$3,655.00 currently due for the back real estate taxes on this parcel, as well as the \$10.00 assignment fee. Break down of this payment is as follows:

\*\*Certificate: \$1,174.00 of the \$2,583.00 currently due. This is the original amount of the lien when Des Moines Co was issued the tax lien on 6-19-17.

\*\*Pay all other taxes not included in the certificate: presently being for the years 2016-2020, currently due and payable in the amount of \$1,072.00

I am respectfully recommending that the County honor their request for the assignment of Certificate #17-0385. If you agree, please sign where indicated on both the Assignment of Certificate and Tax Sale Certificate, which you will find attached.

Sincerely,

Debra L Moore - Deputy Treasurer  
Des Moines County Treasurer's Office

**ASSIGNMENT OF TAX SALE CERTIFICATE  
COMPROMISE AGREEMENT**

Date: 5-20-22

Tax Sale Cert. # 17-0385

Currently due on Cert. \$ 2,583.00

Parcel # 16-05-160-004

Current Owner: Eric Wixom

Property address: 518 S. Adams ST, Burlington IA 52601

Legal Description: Lot 298 Smith add + N 1/2 Lot 29 S 20'

Compromise Assignment Requested By: Situs Cultivation, LLC  
18025 OAK ST Ste B  
Omaha NE 68130

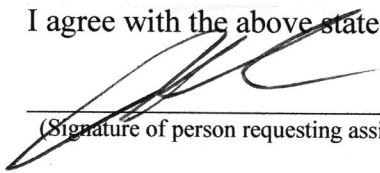
I would like to purchase the above-described tax sale certificate for \$ 1,174.00, which is the original amount due without the accrued interest from the time the tax sale certificate was issued.

Reason for purchase: TO Bring property back on the tax rolls  
and keep property maintained

I understand that I will be responsible for all other taxes not included in the certificate: presently being for the years 2016-2020, and currently in the amount of \$ 1,072.00, which I will pay upon assignment of the certificate.

Assignment fee \$ 10.00

I agree with the above stated terms.

  
\_\_\_\_\_  
(Signature of person requesting assignment)

Board of Supervisors  
Compromise Assignment

APPROVED OR NOT APPROVED

Date: \_\_\_\_\_

\_\_\_\_\_  
(Board Member)

\_\_\_\_\_  
(Board Member)

\_\_\_\_\_  
(Board Member)







Des Moines County Iowa

Certificate of purchase at tax sale number 17-0385
Treasurer's Office, Des Moines County, State of Iowa

I, Janelle Nalley-Londquist, Treasurer, do hereby certify that on 19 June 2017, at the Public Bidder tax sale publicly held on that date, the following property situated in Des Moines County was sold to:

DES MOINES COUNTY, IOWA

For the amount of taxes, interest and costs due and remaining unpaid.

Taxed To: ADAIR HOLDINGS LLC

Tax District: 001 - BURL/BURL

Address: 518 S ADAMS ST BURLINGTON

Legal: BURLINGTON SMITHS ADD LOT:298 N1/2 & LOT 299 S20'

Parcel: 16-05-160-004

Table with 8 columns: BILL NUMBER, TYPE, YEAR, FIRST HALF, SECOND HALF, INTEREST, COSTS, TOTAL. Rows include tax and special assessments for years 2014 and 2015.

TAX SALE SUBTOTAL: \$1,154.00
CERTIFICATE FEE: \$20.00
TAX SALE TOTAL: \$1,174.00

This bid was for a 100.00% interest in the property.

Witness my hand
June 19, 2017

Janelle Nalley-Londquist (Signature)

Janelle Nalley-Londquist, Treasurer
Des Moines County, Iowa

Assignment: For the payment of \$ \_\_\_\_\_ As per agreement, I hereby assign all rights, title and interest in this certificate to:

Tax ID \_\_\_\_\_

Date: 17-0385

Assignor: \_\_\_\_\_

**Payroll Claims  
Reimbursements**

**APPLICATION FOR FIREWORKS PERMIT  
UNINCORPORATED AREAS OF DES MOINES COUNTY, IOWA**

Submit To: Des Moines County Auditor, Courthouse, 513 N. Main, Burlington, Iowa 52601

**APPLICANT (MUNICIPALITY, FAIR ASSOCIATION, AMUSEMENT PARK, ORGANIZATION, GROUP OF INDIVIDUALS)** J&M Displays, Inc. applying for Spirit Hollow Golf Course PHONE: 319-394-3890

ADDRESS OF APPLICANT: 18064 170th Ave., Yarmouth, IA 52660

NAME OF APPLICANT'S REPRESENTATIVE COMPLETING APPLICATION: Susan Skalinski

REPRESENTATIVE'S DATE OF BIRTH (DOB): 1958

**FILED**

DATE/TIME OF DISPLAY INCL. RAIN DATE: July 4th, 2022 9:30 pm, Rain Date: July 5th, 2022

LOCATION OF DISPLAY: Spirit Hollow Golf Course See attached site diagram

**JUN 08 2022**

DETAILED DESCRIPTION OF DISPLAY see attached

**DES MOINES CO. AUDITOR  
BURLINGTON, IOWA**

**OPERATOR (Name and DOB)** Chad Reckling

PHONE: 319-430-1427

ADDRESS: 11375 147th St., West Burlington, IA 52655

Qualifications of Operator (Copy of proof must be attached)

1. Pyrotechnic Guild International, Inc. / American Pyrotechnic Association certification
2. Other formal fireworks safety training. Please specify: J&M Trained - shot about 2-3 Bees show/summer

Fire Prevention Measures: Water Extinguishers, cell phones, spotters

Mark Crooks, being Fire Marshal of the Burlington Fire Department, Concordia/Union Township, do hereby approve of the display, location and fire prevention measures for this Fireworks display. Fire Chief/ Designee Signature & Date Mark Crooks 6/7/22

I hereby affirm that I understand that no person shall handle or explode Fireworks while under the influence of alcohol, narcotics, or drugs which could adversely affect judgment, movements, or stability; that no person will set up or explode Fireworks after 11:00 pm; that no person will set up or explode Fireworks who is not 18 and qualified as set out above or who is not under the direct supervision of the Operator; that the Operator will conduct a thorough search for any unexploded Fireworks or fuses; that any unexploded Fireworks will be stored or disposed of in a safe manner; and that the Sponsor, Operator, and I will follow its terms and the laws of the State of Iowa. Further, I specifically agree to protect, defend, and hold Des Moines County, Iowa, its officers and employees, and the Fire Chief/designee who signs this application harmless from any and all damages or claims for damages that might arise or accrue by reason of the granting of the permit for which I am applying.

Signature of Applicant & Date Susan Skalinski 6-6-22

This Application (is) (is not) approved by the Des Moines County Board of Supervisors on the \_\_\_\_\_ day of \_\_\_\_\_.

Chairperson, Des Moines County Board of Supervisors

Copy to: Des Moines County Sheriff; Fire Chief; Police Dispatch

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Roger Cook 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 \_\_\_\_\_  
\_\_\_\_\_

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

Authorized by: Shanna Krogmeier Department: Descom Date: 06/08/2022  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: 06/10/2022 Payroll Date: 06/17/2022

### 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

5 Year Anniversary, Move from Step C to Step D

Previous Rate \$24.60 New Rate \$25.20  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: \_\_\_\_\_



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Monika Ryan Employee #: 0649  
Title: Clerk II Department: Sheriff's Office

## STATUS CHANGES

### TERMINATION

Resignation     Unsatisfactory Probation  
 Discharge     Death  
 Retirement     Other, Explain

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

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

### LEAVE OF ABSENCE

Maternity     Educational  
 Medical     Military  
 Other, Explain

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

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

### TRANSFER

Permanent     Voluntary  
 Temporary     Involuntary

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

### LAY OFF

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

### SALARY ADJUSTMENT

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

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

Previous Rate \$33,596.25 **New Rate:** \$35,685.88  
Previous Job Title: (if changed) \_\_\_\_\_  
**Effective Date:** 07-01-22

Authorized by: *Kevin Clendinning* Department: Sheriff's Office Date: 6/6/22  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: July 9, 2022 Payroll Date: July 15, 2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Erica Thomson Employee #: 00068  
Title: Clerk II Department: Sheriff's Office

## STATUS CHANGES

### TERMINATION

Resignation     Unsatisfactory Probation  
 Discharge     Death  
 Retirement     Other, Explain

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

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

### LEAVE OF ABSENCE

Maternity     Educational  
 Medical     Military  
 Other, Explain

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

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

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

### TRANSFER

Permanent     Voluntary  
 Temporary     Involuntary

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

### LAY OFF

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

### SALARY ADJUSTMENT

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

**Promoted to Clerk I**

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

Previous Rate \$36,534.67 **New Rate:** \$39,799.96  
Previous Job Title: (if changed) Clerk II  
**Effective Date:** 07-01-22

Authorized by: *Kevin Glendon* Department: Sheriff's Office Date: 6/6/22  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: July 9, 2022 Payroll Date: July 15, 2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Gwen Baltisberger Employee #: \_\_\_\_\_  
Title: PT Clerk Department: Sheriff's Office

## STATUS CHANGES

### TERMINATION

Resignation  
 Discharge  
 Retirement  
 Unsatisfactory Probation  
 Death  
 Other, Explain

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

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

### LEAVE OF ABSENCE

Maternity  
 Medical  
 Other, Explain  
 Educational  
 Military

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

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

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary

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

### LAY OFF

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

### SALARY ADJUSTMENT

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

**1 year step increase**

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

Previous Rate \$16.00 **New Rate:** \$17.00  
Previous Job Title: (if changed) \_\_\_\_\_  
**Effective Date:** June 23, 2022

Authorized by: *G. Clendinning* Department: Sheriff's Office Date: 6/6/22  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: June 25, 2022 Payroll Date: July 1, 2022



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Blake Cheesman Employee #: \_\_\_\_\_  
Title: Deputy Department: Sheriff's Office

## STATUS CHANGES

### TERMINATION

Resignation     Unsatisfactory Probation  
 Discharge     Death  
 Retirement     Other, Explain

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

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

### LEAVE OF ABSENCE

Maternity     Educational  
 Medical     Military  
 Other, Explain

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

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

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

Authorized by: Kevin Glendening Department: Sheriff's Office Date: 6/6/22  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: July 9, 2022 Payroll Date: July 15, 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 (Check # of Hours)     Probationary  
 74.77 Hours     Demotion  
 80 Hours     Reduction  
 Anniversary     Suspension  
 Promotion     Other, Explain

6 month step increase

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

Previous Rate \$47,107.10 **New Rate:** \$50,247.60  
Previous Job Title: (if changed) \_\_\_\_\_  
**Effective Date:** 06-28-22

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Keaton Hoschek Employee #: 0865  
Title: Deputy Department: Sheriff's Office

## STATUS CHANGES

### TERMINATION

Resignation  Unsatisfactory Probation  
 Discharge  Death  
 Retirement  Other, Explain

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

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

### LEAVE OF ABSENCE

Maternity  Educational  
 Medical  Military  
 Other, Explain

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

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

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

Authorized by: *Ken Cleveland* Department: Sheriff's Office Date: 6/6/22  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: July 9, 2022 Payroll Date: July 15, 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 (Check # of Hours)  Probationary  
 74.77 Hours  Demotion  
 80 Hours  Reduction  
 Anniversary  Suspension  
 Promotion  Other, Explain

18 month step increase

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

Previous Rate \$53,388.05 **New Rate:** \$56,528.51  
Previous Job Title: (if changed) \_\_\_\_\_  
**Effective Date:** 06-28-22



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Inger McClellan Employee #: \_\_\_\_\_  
Title: Certified Nurse 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: 6/9/22  
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

New hire-full-time CNA. Annual salary \$30,000.87  
Effective 6/9/2022

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





DES MOINES CO TREASURER

-----  
 DATE : 6/2/2022 3:12 PM  
 OPER : 4-Jodie  
 TERM : 4  
 REC# : R00391960  
 -----

400 Miscellaneous Receipt	23306.29
DMC RECORDER	23306.29
AFFIDAVITS & ARTICLES	390.00
0001-1-07-8110-400010	-390.00
CONTRACTS	330.00
0001-1-07-8110-400015	-330.00
DEEDS	1840.00
0001-1-07-8110-400020	-1840.00
EASEMENTS	175.00
0001-1-07-8110-400025	-175.00
MISCELLANEOUS	255.00
0001-1-07-8110-400030	-255.00
MORTGAGES	9965.00
0001-1-07-8110-400035	-9965.00
PLATS	245.00
0001-1-07-8110-400040	-245.00
TAX LIENS	45.00
0001-1-07-8110-400045	-45.00
TRADE NAMES	30.00
0001-1-07-8110-400050	-30.00
FIN STMTS FIXTURE FILING	35.00
0001-1-07-8110-400055	-35.00
SNOWMOBILE TITLE & LIENS	190.00
0001-1-07-8110-401000	-190.00
BOAT LIEN	20.00
0001-1-07-8110-402000	-20.00
BOAT/SNOW WRITING FEES	598.75
0001-1-07-8110-403000	-598.75
HUNT/FISH WRITING FEES	6.50
0001-1-07-8110-403001	-6.50
REVENUE STAMPS	4534.68
0001-1-07-8110-404000	-4534.68
TRANSFER FEES - AUDITOR	1020.00
0001-1-07-8110-410000	-1020.00
VITAL RECORDS	1356.00
0001-1-07-8110-413000	-1356.00
OTHER MISC FEES & COPIES	966.45
0001-1-07-8110-550000	-966.45
RECORDER'S REC MGT FEE	578.00
0024-1-07-8110-414000	-578.00
TRB - INT ON CK'G	0.91
0001-1-07-8110-600000	-0.91
REC'S NON-REF OVER PYMT	20.00
0001-4-99-9030-822000	-20.00
BOAT TITLES	230.00
0001-1-22-6110-412000	-230.00
PUBLIC - COUNTY UTV PERMIT	475.00
0001-1-07-8110-407000	-475.00

Paid By:DMC RECORDER  
 2-Check 23306.29 REF:4961

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 APPLIED 23306.29  
 TENDERED 23306.29

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 CHANGE 0.00  
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**MISCELLANEOUS RECEIPTS TO TREASURER**

DATE: 2-Jun-22

<u>DOC NO.</u>	<u>PAID BY/DESCRIPTION</u>		<u>ACCOUNT NO.</u>	<u>AMOUNT</u>	<u>ACCURE DATE</u>
1636	Public - Affidavits & Articles of Inc	AA	0001-1-07-8110-400010	\$390.00	5/31/2022
"	Public - Contracts	CT	0001-1-07-8110-400015	\$330.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,840.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$175.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$255.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$9,965.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$245.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$45.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$30.00	"
"	Public - Fin. Stmt's - Fixture Filings	FSF	0001-1-07-8110-400055	\$35.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$190.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$20.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$598.75	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$6.50	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$4,534.68	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$1,020.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,356.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$966.45	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$578.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$0.91	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$20.00	"
"	DNR - Boat Title Fee	BT	0001-1-22-6110-412000	\$230.00	"
	Public - County UTV Permit	CAP	0001-1-07-8110-407000	\$475.00	"

**TOTAL      \$23,306.29**

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

BY \_\_\_\_\_  
INITIALS

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION: \_\_\_\_\_

June 7, 2022

The Des Moines County Board of Supervisors met in regular session at the Courthouse in Burlington at 9:00 AM on Tuesday, June 7<sup>th</sup>, 2022, with 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: County Engineer Brian Carter reported the Pleasant Grove Road project is complete and the road is open. Upper Flint Road project is moving along, and the crew is hoping to pour concrete next week. County Auditor Terri Johnson stated it is Election Day. The Auditor's Office has received 597 Absentee Ballots so far. The polls are open until 8:00 p.m. Maintenance Director Rodney Bliesener stated the front steps project of the Courthouse is complete. The steps are now open for use. Deputy Auditor Sara Doty stated she remains busy. Land Use Administrative Assistant Jarred Lassiter reported his office is busy. Safety Director Angela Vaughan was in attendance. Conservation Director Chris Lee reported the Youth Jamboree went well at Big Hollow. The campgrounds continue to stay busy. County Assistant Attorney Trent Henkelvig reported the Attorney's Office remains busy. IT Director Colin Gerst stated the office is busy. Sheriff Kevin Glendening reported the population at the jail is 70.

No correspondence was received.

3<sup>rd</sup> Public Hearing was held for Amendment to Zoning Ordinance #34 to change the Official Zoning Map. Broeker made a motion to open the public hearing and seconded by McCampbell. Land Use Assistant Administrator Jarred Lassiter spoke on the Ordinance. McCampbell asked if there were any public comments. None received. Broeker made a motion to close the public hearing and seconded by McCampbell. Broeker made a motion to approve the 3<sup>rd</sup> reading of the Amendment to Zoning Ordinance #34 and seconded by McCampbell.

Resolution #2022-040 for Inter-Fund Transfer FY2022/2023 was presented. Broeker made a motion to approve and seconded by McCampbell.

#### **INSERT RESOLUTION #2022-040**

Resolution #2022-041 to Dispose of Real Estate Property by Auction, Secondary Roads shop sites at Pleasant Grove & Mediapolis locations was presented. Broeker made a motion to approve and seconded by McCampbell.

#### **INSERT RESOLUTION #2022-041**

Class C Liquor License for the Kendall Wedding at the Barn on the Ridge on 6/16 was presented. Broeker made a motion to approve and seconded by McCampbell.

Class C Liquor License for the Chubb Wedding at the Barn on the Ridge on 6/11 was presented. Broeker made a motion to approve and seconded by McCampbell.

Class C Liquor License for the Kelly Reception at the Barn on the Ridge on 6/23 was presented. Broeker made a motion to approve and seconded by McCampbell.

Fireworks permit for the Gletty Family Reunion on 7/2 was presented. Broeker made a motion to approve and seconded by McCampbell.

Accounts Payable Claims in the amount of \$1,308,339.94 was presented. Broeker made a motion to approve and seconded by McCampbell.

Courthouse & Public Building Security Policy was presented. Broeker made a motion to approve and seconded by McCampbell.



Personnel Actions: Correctional Center – Patrick Ogorzalek, New Hire, Full Time Correctional Officer, New Rate of \$39,867.37 yr. effective 6/8; Romonna Crabtree, Retirement effective 4/29/22. Broeker made a motion to approve both personnel actions and seconded by McCampbell. Local Health – Morgan Jessie, New Hire, Secretary, New Rate of \$35,459.27 yr. effective 6/1/22. Broeker made a motion to approve and seconded by McCampbell. Conservation – Cade Roland, New Hire, Part Time Conservation Tech, New Rate of \$15.00 hr. effective 5/31/22. Broeker made a motion to approve and seconded by McCampbell.

Reports received and filed in the Auditor’s Office: General Assistance Monthly Report, May 2022; Veterans Affairs Monthly Report, May 2022.

Broeker motioned to approve the May 31<sup>st</sup>, 2022, regular meeting minutes and seconded by McCampbell.

Broeker attended a County Safety Committee Meeting.

Meeting was adjourned at 9:48 a.m.

A work session was held after the meeting with the Board of Supervisors and County Department Heads.

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

Shane McCampbell, Vice-Chairman

Attest: Sara Doty, Deputy Auditor