

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, November 1, 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](http://www.dmcounty.com/youtube). Anyone with questions during the meeting may email the Board of Supervisors at [board@dmcounty.com](mailto: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. Payroll Reimbursement Claims
  - B. Accounts Payable Claims
  - C. Resolution #2022-071 Supporting Operation Green Light for Veterans
  - D. Agreement with CMBA Architects
  - E. Personnel Action:
    1. Descom (1)
    2. Correctional Center (2)
  - F. Reports:
    1. Jail Stats, September 2022
  - G. Minutes for Regular Meeting on October 25<sup>th</sup>, 2022
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work session following meeting:

BOS / Public Health / Board of Health / County Attorney

RE: Discuss State Nuisance Ordinance

BOS / Conservation Board

RE: Budget

**Payroll Claims  
Reimbursements**

# **Accounts Payable Claims**

## **Resolution #2022-071**

### **Supporting Operation Green Light for Veterans**

WHEREAS, the residents of Des Moines County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Des Moines County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, the Des Moines County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; therefore be it

RESOLVED, with designation as a Green Light for Veterans County, Des Moines County hereby declares from October through Veterans Day, November 11<sup>th</sup> 2022 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Des Moines County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

APPROVED this 1<sup>st</sup> day of November 2022.  
DES MOINES COUNTY BOARD OF SUPERVISORS

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

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

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

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

 **AIA**® Document B132™ – 2019

**Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition**

**AGREEMENT** made as of the Twenty Sixth day of October in the year Two Thousand Twenty-Two  
*(In words, indicate day, month, and year.)*

**BETWEEN** the Architect's client identified as the Owner:  
*(Name, legal status, address, and other information)*

Des Moines County  
513 North Main  
Burlington, Iowa 52601

and the Architect:  
*(Name, legal status, address, and other information)*

Cannon Moss Brygger & Associates, PC  
d/b/a CMBA Architects PC  
302 Jones Street, Suite 200  
Sioux City, Iowa 51101

for the following Project:  
*(Name, location, and detailed description)*

New Public Health Building  
NW Corner of Agency and Curran Streets  
Burlington, Iowa 52601

This Project Includes spaces for offices, clinic, testing, education, fitness, storage, and drive-thru capability for vaccine distribution and testing.

The Construction Manager:  
*(Name, legal status, address, and other information)*

Carl A. Nelson & Company  
1815 Des Moines Avenue  
Burlington, Iowa 52601

The Owner and Architect agree as follows.

**ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Documents A132™–2019, Standard Form of Agreement Between Owner and Contractor, Construction Manager as Adviser Edition; A232™–2019, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition; and C132™–2019, Standard Form of Agreement Between Owner and Construction Manager as Adviser. AIA Document A232™–2019 is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Lance Dunblazier Employee #: \_\_\_\_\_  
Title: Telecommunicator 1 Department: Descom

## STATUS CHANGES

### TERMINATION

Resignation  
 Discharge  
 Retirement  
 Unsatisfactory Probation  
 Death  
 Other, Explain

\_\_\_\_\_  
Last Day Worked 10/26/2022  
Add Vacation Days \_\_\_\_\_ to \_\_\_\_\_  
Add Sick Days \_\_\_\_\_ to \_\_\_\_\_  
Add Other Days \_\_\_\_\_ to \_\_\_\_\_  
Last Day Paid 10/26/2022  
Unpaid Days \_\_\_\_\_ to \_\_\_\_\_

### TRANSFER

Permanent  
 Temporary  
 Voluntary  
 Involuntary  
Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_  
Effective Transfer Date \_\_\_\_\_

### LAY OFF

Final Termination Date 10/26/2022  
Final Rate of Pay \$21.01  
Permanent Address 2111 S Central Ave  
City, State, Zip Burlington, IA 52601  
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

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

### SALARY ADJUSTMENT

New Hire  
 Anniversary  
 Promotion  
 Probationary  
 Demotion  
 Reduction  
 Suspension  
 Other, Explain

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

Authorized by: Shanna Krogmeier Department: Descom Date: 10/26/2022  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: 10/28/2022 Payroll Date: 11/4/2022

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Belknap, Cassandra J. Employee #: \_\_\_\_\_  
Title: Dietary Manager 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 _____     |

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

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

- |   |                                      |
|---|--------------------------------------|
| <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"/> 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 _____ |

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_  
**6 months step increase**

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

Previous Rate \$39,300.65/yr New Rate \$41,484.01/yr  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: November 3, 2022

Authorized by: /s/ Colter J. Levinson Department: Correction. Center Date: October 28, 2022  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

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



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Pleasant, James Employee #: J153  
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 |

**12 months step increase**

Previous Rate \$42,429.10/yr New Rate \$43,501.25/yr  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: November 1, 2022

Authorized by: /s/ Colter J. Levinson Department: Correction. Center Date: October 28, 2022  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

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

Facility Name: <b>Des Moines</b>	Date Report Completed: <b>10/27/2022</b>
Completed by: <b>Doris Krogmeier</b> Contact No: <b>319-753-8288</b>	Report Month: <b>September, 22</b>

**Iowa Department of Corrections  
County Jail and Lockup Monthly Prisoner Statistical Report**

Actual number of prisoners in the jail as of 00:01 a.m. on the first day of report month:		Actual number of prisoners in the jail as of 00:01 on first day of the following month (Formula A + B - C = D)																																							
Adult Males	66	<b>Section A</b>	Adult Males	83	<b>Section D</b>																																				
Adult Females	12		Adult Females	17																																					
Juvenile Males	0		Juvenile Males	0																																					
Juvenile Females	0		Juvenile Females	0																																					
Juveniles (Adult Waivers)	2		Juveniles (Adult Waivers)	2																																					
<b>TOTAL</b>	<b>80</b>		<b>TOTAL</b>	<b>102</b>																																					
Number of prisoners processed into the jail between 00:01 on the first of the month until 00:01 on first day of following report month:		<b>Section E</b>																																							
Adult Males	122	<b>Section B</b>	1. Total jail capacity:	80																																					
Adult Females	45		a. Total temporary holding cell capacity	12																																					
Juvenile Males	0		b. Total permanent jail bed capacity	68																																					
Juvenile Females	0		2. Total report month suicides:	0																																					
Juveniles (Adult Waivers)	0		3. Total report month attempted suicides:	0																																					
<b>TOTAL</b>	<b>167</b>		4. Has jail/lockup been certified by Department of Corrections to hold juveniles?	No																																					
Number of prisoners released from custody between 00:01 on the first of the month until 00:01 on first day of following report month:		5. Highest number of prisoners held each day of the month in your jail:																																							
Adult Males	105	<b>Section C</b>	<table border="1"> <tr> <th>Sun</th> <th>Mon</th> <th>Tue</th> <th>Wed</th> <th>Thu</th> <th>Fri</th> <th>Sat</th> </tr> <tr> <td>04 84</td> <td>05 86</td> <td>06 89</td> <td>07 87</td> <td>08 90</td> <td>09 91</td> <td>10 89</td> </tr> <tr> <td>11 91</td> <td>12 94</td> <td>13 93</td> <td>14 87</td> <td>15 98</td> <td>16 96</td> <td>17 97</td> </tr> <tr> <td>18 96</td> <td>19 98</td> <td>20 99</td> <td>21 93</td> <td>22 96</td> <td>23 95</td> <td>24 96</td> </tr> <tr> <td>25 97</td> <td>26 101</td> <td>27 99</td> <td>28 101</td> <td>29 104</td> <td>30 102</td> <td></td> </tr> </table>	Sun	Mon	Tue	Wed	Thu	Fri	Sat	04 84	05 86	06 89	07 87	08 90	09 91	10 89	11 91	12 94	13 93	14 87	15 98	16 96	17 97	18 96	19 98	20 99	21 93	22 96	23 95	24 96	25 97	26 101	27 99	28 101	29 104	30 102				
Sun	Mon	Tue	Wed	Thu	Fri	Sat																																			
04 84	05 86	06 89	07 87	08 90	09 91	10 89																																			
11 91	12 94	13 93	14 87	15 98	16 96	17 97																																			
18 96	19 98	20 99	21 93	22 96	23 95	24 96																																			
25 97	26 101	27 99	28 101	29 104	30 102																																				
Adult Females	40		Average daily population (Divide combined total of prisoners held in question "5" by number of days in report month): <b>93.03</b>																																						
Juvenile Males	0																																								
Juvenile Females	0																																								
Juveniles (Adult Waivers)	0																																								
<b>TOTAL</b>	<b>145</b>																																								

**Section F**

Complete for all juveniles released during the report month and only on juveniles held securely at your facility (i.e. in a locked cell, room or other secure method). Juveniles include all persons under the age of 18, regardless if juvenile or adult court had jurisdiction.

Age	Sex	Race	Admit	Release	Specific Offense	Holding Authority	County/Municipality	Warrant (Y/N)
16	M	B	09/01/22 00:01	09/30/22 00:00	707.2(1)(b)	AC		No
17	M	W	09/01/22 00:01	09/30/22 00:00	711.2, 711.2	AC		No

Race Codes: W=White/Caucasian, B=Black/African American, NA=Native American, H=Hispanic, A=Asian and O=Other  
 Specific Offense can either be Iowa Code or name of offense (e.g. 711.3 or Robbery 2nd)  
 Holding Authority: LE = Law Enforcement, AC = Adult/District/Magistrate Court, JC = Juvenile Court, INS, O = Other  
 Please indicate whether the juvenile was held pursuant to a verbal/written court order.  
 County/Municipality: Indicate what county/municipality if holding for other than your own.

**Section G**

Complete for all prisoners under control of Sheriff but not in your facility/jail.

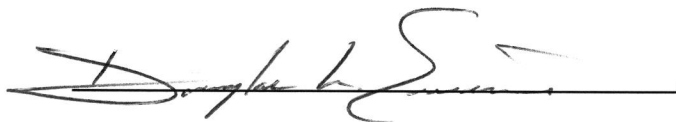
	Number of prisoners during the reporting month.	Prisoner days during reporting month.
Prisoners in other counties	2	60
Prisoners on electronic monitoring or house arrest	0	0
Prisoners in other institutions (Hospital, MHI, etc.)	0	0
Prisoners housed out of state	0	0
Prisoners on other type of release but under Sheriff control	0	0
<b>TOTALS</b>	<b>2</b>	<b>60</b>

BILL FOR BOARDING AND LODGING PRISONERS

DES MOINES COUNTY, BURLINGTON, IOWA  
KEVIN GLENDENING, SHERIFF  
BOARDING AND LODGING PRISONERS,  
SEPTEMBER 1, 2022 TO SEPTEMBER 30, 2022

STATE OF IOWA, DES MOINES COUNTY, SS:

I DO SOLEMNLY SWEAR THAT THE SEVERAL ITEMS  
MENTIONED IN THE ANNEXED ACCOUNT ARE JUST AND TRUE  
AND WHOLLY UNPAID.

 \_\_\_\_\_, SHERIFF OR DESIGNEE

SUBSCRIBED AND SWORN TO ME THIS 27TH DAY OF OCTOBER, 2022.

October 25<sup>th</sup>, 2022

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, October 25<sup>th</sup>, 2022, with Chairman 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: Deputy Auditor Sara Doty reported she remains busy. IT Director Colin Gerst reported the office is busy. Sheriff Kevin Glendening reported testing was held to hire for a new Deputy. Civil Service interviews will take place November 1<sup>st</sup>. Jail population is at 103. Maintenance Supervisor Rodney Bliesener reported his department is busy. County Auditor Terri Johnson reported her office is busy with the election. As of today, 2,770 absentee requests for ballots have been received. Poll Worker training will be held November 2<sup>nd</sup>. Land Use Administrator Jarred Lassiter stated their office is busy. County Treasurer Janelle Nalley-Londquist reported her office will be sending out delinquent tax notices the beginning of next week. County Attorney Lisa Schaefer stated her office remains busy. She would like to remind the public that their cooperation is very important for trial. She would like to thank those who attended the Domestic Violence Vigil that was held last Wednesday. Conservation Administrative Assistant Jeff Breuer stated they are starting to button up the parks this week. County Engineer Brian Carter reported the Hwy 99 Dry Branch Creek bridge project will be down to one lane. There have been a few light change glitches for the side road. The site has changed drastically with culverts installed, etc. He thanked his shop crew for their work. They will start interviews this week for the motor grader position. County Recorder Natalie Steffener reported her office is busy. Safety Director Angie Vaughan reported her office is busy.

Correspondence. Chairman Jim Cary read a letter the Board of Supervisors received from County Auditor Terri Johnson. Terri would like to announce her retirement as of December 30, 2022, after serving Des Moines County for 28 ½ years. The Board of Supervisors would like to thank Terri for her hard work and dedication and wish her the best of luck in her retirement. Congratulations Terri! Supervisor Broeker also received a letter from Kelly Russell regarding her appreciation for the summer camps put on by Conservation at Big Hollow.

Red Ribbon Week Proclamation was presented. Broeker made a motion to approve and seconded by McCampbell.

Personnel Actions: Correctional Center – Elizabeth Grobstitch, Full Time Correctional Officer, 12-month step increase with a new rate of \$43,501.25 yr., effective 10/27. McCampbell made a motion to approve and seconded by Broeker.

McCampbell motioned to approve the October 18<sup>th</sup>, 2022, meeting minutes and seconded by Broeker.

Future agenda item – work session with Local Health on vaping.

Committee Reports – Broeker attended an Emergency Management tabletop meeting. McCampbell attended a Workforce Development Meeting. Cary attended a Board of Health Meeting and a meeting with Hope Haven.

Meeting was adjourned at 9:33 AM.

Following the meeting two work sessions were held. The first work session was with the City of Danville, Conservation, and the County Attorney regarding Waters Park located in Danville. The second work session was with the County Attorney regarding the Animal Control Ordinance.

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

Jim Cary, Chair  
Attest: Sara Doty, Deputy Auditor