

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, March 21st, 2023** 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. Approval of Contracts – DMC Highway 99 T-17 PCC Pavement FM-CO29(92)—55-29
 - B. Resolution #2023-013to Fix a Date for Public Hearings on Proposals to Enter Into General Obligation County Purpose Loan Agreements and to Borrow Money Thereunder
 - C. Payroll Reimbursement Claims
 - D. Accounts Payable Claims
 - E. Personnel Actions
 1. Sheriff (1)
 2. Maintenance (1)
 3. IT (1)
 4. Auditor (1)
 5. GIS (1)
 - F. Minutes for Regular Meeting on March 14th, 2023
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

RESOLUTION NO.2023-013

Resolution to fix a date for public hearings on proposals to enter into General Obligation County Purpose Loan Agreements and to borrow money thereunder

WHEREAS, the Board of Supervisors (the "Board") of Des Moines County, Iowa (the "County"), proposes to enter into a loan agreement (the "Essential Purpose Loan Agreement") in a principal amount not to exceed \$4,165,000, pursuant to the provisions of Sections 331.402, 331.441 and 331.443 of the Code of Iowa, for the purpose of paying the costs, to that extent, of (1) undertaking the County Jail roof repair project (\$400,000); (2) undertaking the County Jail façade repair project (\$600,000); (3) acquiring insurance for County operations (\$2,700,000); (4) acquiring and installing peace officer and emergency communications equipment (\$15,000); and (5) improving, repairing and equipping County public facilities and grounds (\$450,000) (the "Essential Purpose Projects"), and it is necessary to fix a date of meeting of the Board at which it is proposed to take action to enter into the Essential Purpose Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, the Board also proposes to enter into a loan agreement (the "General Purpose Loan Agreement #1") in a principal amount not to exceed \$60,000, pursuant to the provisions of Sections 331.402, 331.441 and 331.442 of the Code of Iowa, for the purpose of acquiring a skid loader for use by the County conservation department (the "General Purpose Project #1"), and it is now necessary to fix a date of meeting of the Board at which it is proposed to take action to enter into the General Purpose Loan Agreement #1 and to give notice thereof as required by such law, including notice of the right to petition for an election on such proposal pursuant to the provisions of Section 331.442 of the Code of Iowa; and

WHEREAS, the Board also proposes to enter into a loan agreement (the "General Purpose Loan Agreement #2") (together with the Essential Purpose Loan Agreement and the General Purpose Loan Agreement #1, the "Loan Agreements") in a principal amount not to exceed \$200,000, pursuant to the provisions of Sections 331.402, 331.441 and 331.442 of the Code of Iowa, for the purpose of acquiring and equipping vehicles for the County sheriff's department (the "General Purpose Project #2") (together with the Essential Purpose Projects and the General Purpose Project #1, the "Projects"), and it is now necessary to fix a date of meeting of the Board at which it is proposed to take action to enter into the General Purpose Loan Agreement #2 and to give notice thereof as required by such law, including notice of the right to petition for an election on such proposal pursuant to the provisions of Section 331.442 of the Code of Iowa;

NOW, THEREFORE, Be It Resolved by the Board of Supervisors of Des Moines County, Iowa, as follows:

Section 1. This Board will meet on April 4, 2023, at the Des Moines County Courthouse Board of Supervisors Meeting Room, Burlington, Iowa, at 9:00 o'clock a.m., at which time and place hearings will be held and proceedings will be instituted and action to enter into the Loan Agreements.

Accounts Payable Claims

03/21/2023 MEETING

\$845,508.76

Checks

\$0.00

Wire Transfer Pmnt

\$845,508.76

GRAND TOTAL

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Corey Michael Whitaker 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 _____

TRANSFER

- Permanent Voluntary
 Temporary Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate \$67,282.72 New Rate _____
Effective Transfer Date _____

Final Termination Date 3/21/2023
Final Rate of Pay \$32.22
Permanent Address _____
City, State, Zip _____

LAY OFF

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

LEAVE OF ABSENCE

- Maternity Educational
 Medical Military
 Other, Explain

Dates of Absence _____ to _____

SALARY ADJUSTMENT

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

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

Authorized by: *Kerwin Glenderson* Department: Sheriff's Office Date: 3/14/23
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: April 1, 2023 Payroll Date: April 7, 2023

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: GAUGE JOHNSON Employee #: _____
Title: LEAD MAINTENANCE Department: MAINTENANCE

STATUS CHANGES

TERMINATION

Resignation Unsatisfactory Probation
 Discharge Death
 Retirement Other, Explain

TRANSFER

Permanent Voluntary
 Temporary 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 Educational
 Medical Military
 Other, Explain _____

SALARY ADJUSTMENT

Reclassification Demotion
 Anniversary Reducation
 Promotion Suspension
 Probationary Other, Explain

36 Month Step Increase

Previous rate \$38,934.74 NEW RATE \$39,713.41

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 _____
Previous Job Title: (if changed) _____
Effective Date: March 23, 2023

Authorized by: *Rodney Blumstein* Department: MAINTENANCE Date: 3-15-2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Susan Poling Employee # : _____
Title: Payroll 1st Deputy Department: Auditor

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: _____ Department: Auditor Date: 03/13/2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll 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

3 Hours Unpaid Time – 3/10/23

Previous Rate _____ New Rate _____
Previous Job Title: (if changed) _____
Effective Date: 03/10/2023

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Jesse Miller Employee #: 922
Title: Network Administrator Department: IT Department

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: Colin Gerst
Authorized by: _____

Department: IT Dept
Department: _____

Date: 03/13/23
Date: _____

Pay Period Ending: _____ Payroll Date: _____

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
 Anniversary
 Promotion
 Probationary
 Demotion
 Reduction
 Suspension
 Other, Explain

End of Probation 03/13/23

Previous Rate _____ New Rate _____
Previous Job Title: (if changed) _____
Effective Date: 03/13/23

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Alexander Engel Employee #: _____
Title: GIS Technician Department: GIS

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 3/10/23 to 3/10/23

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

- Reclassification Demotion
 Anniversary Reduction
 Promotion Suspension
 Probationary Other, Explain

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

Authorized by: *Alexander Engel* Department: GIS Date: 03/17/2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

March 14, 2023

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, March 14, 2023, with Chairman Shane McCampbell, Vice-Chair Tom Broeker and Member Jim Cary 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.

Item 6.A. Approval of Contracts-DMC Highway 99 T-17 PCC Pavement was removed from the agenda.

Meet with Department Heads: Safety Director Angie Vaughan stated that there is nothing new to report. Recorder Natalie Steffener attended ISAC and Iowa Land Records Conference last week. Maintenance Director Rodney Bliesener stated that he is catching up and thanked those who assisted in his absence. He stated that the parking spots on the south side on Columbia will be closed from March 13th to April 14th. It will be congested during construction. Treasurer Janelle Nalley-Londquist stated that they are busy with tax collections and motor vehicles. County Attorney Lisa Schaefer stated that it is business as usual as usual as their business is. Sheriff Kevin Glendenning said that there's a lot going on. The Jail population is 87 with 12 out-of-county with several going out this week. IT Director Colin Gerst reported that he attended good meetings at ISAC. Land Use Administrator Zach James reported that they have a larger subdivision in the works. Conservation Director Chris Lee reported that April 1 is the opening day for parks. March 30th at 5:00 p.m. there will be an open house at Big Hollow at the Hickory Shelter. On March 22nd, there will be a field tour for the Conservation Board and Board of Supervisors. Conservation is looking for four camp hosts. Budget Director Cheryl McVey stated that there was discussion at ISAC regarding proposed legislation that could impact cities and counties. County Engineer Brian Carter reported that he went to ISAC a day early for some legislative stuff. He spoke to Legislators regarding proposed legislation with not all of the proposals beneficial to cities and counties. Highway 99 bridge project is progressing. The contractor is setting deck steel and could pour the deck next week, weather permitting. Received a bid from Spectra for the motor grader shop yesterday for just under \$200,000. The shop has to be demolished first. They are still hauling rock as weather allows and have a project tour for March 28th scheduled with the Board.

No correspondence was received.

Approval of contract for the courthouse south parking lots paving project was awarded to Jones Contracting Corp. in the amount of \$123,777. Broeker made the motion to approve and seconded by Cary.

Class C Liquor License for Harvest View Farms was presented. Cary made the motion to approve and seconded by Broeker.

Class C Liquor License for Fat Annie's Augusta Tap was presented. Broeker made the motion to approve and seconded by Cary.

Personnel Actions – Sheriff: Wayne Smith and Brett Grimshaw, Rehires, Courthouse Security/Transport Officers effective 3/6/23 at the rate of \$19.95 per hr. Broeker made a motion to approve and seconded by Cary.

Cary motioned to approve the March 7th, 2023 regular meeting minutes and seconded by Broeker.

Cary attended a RUSS meeting. The pump truck is paying for itself. New water contracts were approved with a 2 ½ - 3% increase. Broeker attended a SEIL and South Central region meeting. They are going to merge to become a 12 county region. McCampbell attended a Youth board meeting. He showed concern of spending dollars on programs unless there is proof that it is helping.

Meeting was adjourned at 9:28 AM.

Two work sessions were held after the meeting. The first work session was with Jordan Frahm, Regional Planner with SEIRPC and Chad Bird, Burlington City Manager to discuss the downtown WIFI project. The second work session was with SEIRPC regarding a wind & solar ordinance. Land Use Administrator Zach James and Assistant Land Use Administrator Jarrod Lassiter presented changes to the proposed ordinance. Swati Dandekar with Thirty-Ninth Street Strategies LLC and Dan Beeding with the International Brotherhood of Electrical Workers were present from the public.

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

Date Approved

Attest: Budget Director

Chairman