

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, December 12<sup>th</sup>, 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 <https://desmoinescounty.iowa.gov/live/> 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. Resolution #2023-047 Appointing Jim Cary to SEIRPC Borad of Directors
  - B. Approval of Official Newspapers for 2024
  - C. Personnel Actions:
    1. Public Health (1)
  - D. Reports:
    1. Recorder's Monthly Report of Fees Collected, November 2023
    2. Veterans Affairs Monthly Report of Fees Collected, November 2023
    3. Sheriff's Monthly Report of Fees Collected, November 2023
    4. Clerk's Monthly Report of Fees Collected, November 2023
  - E. Minutes for Regular Meeting on December 5<sup>th</sup>, 2023
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions following the meeting:

BOS / Greater Burlington Partnership

RE: Budget

RESOLUTION #2023-047

Southeast Iowa Regional Planning Commission (SEIRPC)  
Board of Directors

**WHEREAS**, the Des Moines County Board of Supervisors has recommended Jim Cary to serve on SEIRPC's Board of Directors, and

**WHEREAS**, the SEIRPC Board of Directors has reviewed the Des Moines County membership status and is in good standing,

**BE IT RESOLVED** that Jim Cary is hereby appointed to a one-year term to the SEIRPC Board of Directors, which term will expire on January 1, 2025.

Approved and adopted this 12<sup>th</sup> day of December 2023.

**DES MOINES COUNTY BOARD OF SUPERVISORS**

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Shane McCampbell, Chair

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Tom Broeker, Vice Chair

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Jim Cary, Member

ATTEST:

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Sara Doty, Auditor

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# THE HAWK EYE

*Iowa's Oldest Newspaper*

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P.O. Box 10

Burlington, Iowa 52601-0010

319/754-8461

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December 04, 2023

Des Moines County Treasurer  
Sara Doty

The Hawk Eye Newspaper, located in Des Moines County, City of Burlington, IA 52601 request to be selected as Newspaper of Record in Des Moines County for the calendar year 2024. The Hawk Eye is currently published Tuesday through Saturday with the exception of the federal holiday's New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas. Also, any postal holiday's that fall in the Tuesday through Saturday we will not publish. The Hawk Eye Newspaper, as of Dec 6, 2022, is now distributed by the United States Postal Service for accurate and reliable delivery with established permit number 079-960.

The 2023 certified statement of ownership is attached and show our total publication counts.

The Hawk Eye has a list of subscribers who have paid or promise to pay at more than a nominal rate, for copies to be received in 2024.



William Helenthal  
Publisher  
The Hawk Eye

**RECEIVED**

DEC 07 2023

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

# The Mediapolis News

**Danny Davis, Publisher**

[meponews@mepotelco.net](mailto:meponews@mepotelco.net)

**Phone 319-394-3174**

**PO Box 548 - 521 Main Street, Mediapolis, IA 52637**

**FAX # 319-394-3134**


December 1, 2023

Board of Supervisors  
Des Moines County  
PO Box 784  
Burlington, IA 52601

Dear Sirs:

The *Mediapolis News* wishes to express its appreciation to the county for its business during the past year, and requests that we again be named an official newspaper for the county during 2024.

Thank you.



Danny Davis, Publisher

**RECEIVED**

**DEC 05 2023**

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

# Des Moines County Auditor/Supervisors


513 North Main Street  
Burlington, Iowa 52601

November 13, 2023

County Auditor and Board of Supervisors,

I am submitting this letter as our application to be considered as a newspaper of record for Des Moines County and the Board of Supervisors. We are Burlington's only locally-owned newspaper, and our goal is first and foremost to provide coverage of our community.

Sincerely yours,



Jeff Abell

Owner/Publisher

The Burlington Beacon

1604 Mount Pleasant St.

Burlington, Iowa 52601



# Sycamore Media

301 James L. Hodges Ave So - P. O. Box 286 - Wapello, Iowa 52653 - Ph. 319-523-4631 - Fax 319-523-8167 - E-mail [lpc@louisacomm.net](mailto:lpc@louisacomm.net)

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December 7, 2023

Des Moines County Board of Supervisors  
Courthouse  
P.O. Box 784  
Burlington, Iowa 52601

Dear Members,

On behalf of **Des Moines County News** we respectfully request to be designated as your official newspaper of record in 2024.

Thank you very much for your consideration. We look forward to the opportunity to continue serving you, your constituents and our communities.

Sincerely,

Joanne Doherty, General Manager/Finance Director

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Central Office Wapello, IA - Three Weekly Newspapers

THE  
WAPELLO MORNING SUN  
Wapello, IA 52653  
Ph. 319-523-4631  
[lpc@louisacomm.net](mailto:lpc@louisacomm.net)

THE  
VAN BUREN COUNTY REGISTER  
Keosauqua, IA 52565  
Ph. 319-293-3197  
[vbregister@iucnms.net](mailto:vbregister@iucnms.net)

THE  
DES MOINES COUNTY NEWS  
West Burlington, IA 52655  
Ph. 319-367-2366  
[lpc@louisacomm.net](mailto:lpc@louisacomm.net)

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Kerry Crouch Employee #: \_\_\_\_\_  
 Title: Public Health Nurse Department: Local Health

## STATUS CHANGES

### TERMINATION

- |   |   |
|---|---|
| <input checked="" 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           |

Resignation effective 12/12/2023

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

- |   |                                      |
|---|--------------------------------------|
| <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 \_\_\_\_\_  
 Effective Transfer Date \_\_\_\_\_

### LAY OFF

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

### SALARY ADJUSTMENT

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

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

Authorized by: Christa Poggemiller Department: Local Health Date: 12/1/2023  
 Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

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

# MISCELLANEOUS RECEIPTS TO TREASURER

DATE: December 4, 2023

PLEASE ATTACH TAPE OF TOTAL AND ENTER AMOUNT HERE \_\_\_\_\_

DOC NO.	PAID BY/DESCRIPTION	ACCOUNT NO.	AMOUNT	ACCRUE DATE
	Dmc Rec-Public			
	Electronic Transfer Fee	RET/5300-1-07-8110-416000	\$411.00	11/30/2023
	DES MOINES CO TREASURER			
	-----			
	DATE : 12/4/2023 12:09 PM			
	OPER : 3-Julie			
	TKBY : Julie Howe			
	TERM : 3			
	REC# : R00447112			
	-----			
	400 Miscellaneous Receipt	411.00		
	DMC RECORDER OFFICE	411.00		
	ELECTRONIC TRANSFER FEE - NOV 23			
	411.00			
	5300-1-07-8110-416000	-411.00		
	Paid By:DMC RECORDER OFFICE			
	2-Check 411.00 REF:5013			
	-----			
		APPLIED	411.00	
		TENDERED	411.00	
		CHANGE	0.00	

THE REVENUE LISTED ABOVE WAS RECEIVED FROM \_\_\_\_\_

BY \_\_\_\_\_

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



DES MOINES CO TREASURER

-----  
DATE : 12/4/2023 12:14 PM  
OPER : 3-Julie  
TKBY : Julie Howe  
TERM : 3  
REC# : R00447113  
-----

400 Miscellaneous Receipt	17233.09
DMC RECORDER OFFICE	17233.09
AFFIDAVITS & ARTICLES	385.00
0001-1-07-8110-400010	-385.00
CONTRACTS	515.00
0001-1-07-8110-400015	-515.00
DEEDS	1850.00
0001-1-07-8110-400020	-1850.00
EASEMENTS	100.00
0001-1-07-8110-400025	-100.00
MISCELLANEOUS	540.00
0001-1-07-8110-400030	-540.00
MORTGAGES	5310.00
0001-1-07-8110-400035	-5310.00
PLATS	155.00
0001-1-07-8110-400040	-155.00
TAX LIENS-ST OF IA	35.00
0001-1-07-8110-400045	-35.00
FIN STMTS FIXTURE FILING	55.00
0001-1-07-8110-400055	-55.00
SNOWMOBILE TITLE & LIENS-DNR	150.00
0001-1-07-8110-401000	-150.00
BOAT LIEN -DNR	25.00
0001-1-07-8110-402000	-25.00
BOAT/SNOW WRITING FEES-DNR	216.00
0001-1-07-8110-403000	-216.00
HUNT/FISH WRITING FEES-DNR	15.50
0001-1-07-8110-403001	-15.50
REVENUE STAMPS-IA DEPT REV	3484.36
0001-1-07-8110-404000	-3484.36
TRANSFER FEES - AUDITOR	985.00
0001-1-07-8110-410000	-985.00
VITAL RECORDS-DEPT HEALTH	1412.00
0001-1-07-8110-413000	-1412.00
PASSPORTS-US DEPT STATE	1080.00
0001-1-07-8110-415000	-1080.00
OTHER MISC FEES & COPIES	486.70
0001-1-07-8110-550000	-486.70
RECORDER'S REC MGT FEE	411.00
0024-1-07-8110-414000	-411.00
TRB - INT ON CK'G	1.25
0001-1-07-8110-600000	-1.25
REC'S NON-REF OVER PYMT	1.28
0001-4-99-9030-822000	-1.28
DNR - BOAT TITLE FEE	20.00
0027-1-22-6110-412000	-20.00

Paid By:DMC RECORDER OFFICE  
2-Check 17233.09 REF:5014

-----  
APPLIED 17233.09  
TENDERED 17233.09  
-----  
CHANGE 0.00  
-----

**MISCELLANEOUS RECEIPTS TO TREASURER**

DATE: December 2024 \_\_\_\_\_

<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	\$385.00	11/30/2023
"	Public - Contracts	CT	0001-1-07-8110-400015	\$515.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,850.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$100.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$540.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$5,310.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$155.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$35.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$0.00	"
"	Public - Fin. Stmt's - Fixture Filings	FSF	0001-1-07-8110-400055	\$55.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$150.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$25.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$216.00	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$15.50	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$3,484.36	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$985.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,412.00	"
"	US Dept of State - Passports	PP	0001-1-07-8110-415000	\$1,080.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$486.70	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$411.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$1.25	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$1.28	"
"	DNR - Boat Title Fee	BT	0027-1-22-6110-412000	\$20.00	"
"	Public - County UTV Permit	CAP	0001-1-07-8110-407000	\$0.00	"

**TOTAL      \$17,233.09**

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

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

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

# COMMISSION OF VETERANS AFFAIRS



We, the undersigned members of the Commission of Veterans Affairs, hereby certify that the following is a correct statement of the names, and assistance given to persons entitled to financial assistance under Chapter 35B of the Code of Iowa, as amended, for the month of **November 2023**.

NAME	WAR	AMOUNT	FOR
L.J.	Peacetime	\$224.00	Utility
Salvation Army Food Pantry	July, Aug., Sept.	\$400.00	Food

**TOTAL**

**\$624.00**

*Arne Hausknecht*

Arne Hausknecht

*Marilyn Box*

Marilyn Box

\_\_\_\_\_

Francis McAllister



# COMMISSION OF VETERANS AFFAIRS

## DES MOINES COUNTY

STATISTICS FOR THE MONTH OF NOVEMBER 2023

Total spent on Direct Financial Aid to Vets:

**\$624.00**

Total Budgeted

**\$33,050.00**

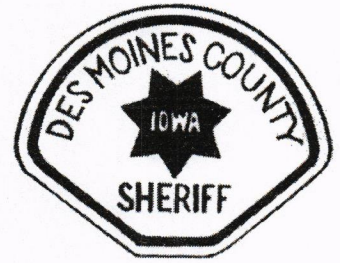
SPENT:		WAR-TIME PERIOD				BALANCE
						\$33,050.00
Food	\$400.00	WWII	\$0.00	July	\$491.77	\$32,558.23
Medical	\$0.00	Korean	\$0.00	August	\$550.00	\$32,008.23
Rent	\$0.00	Vietnam	\$0.00	September	\$582.41	\$31,425.82
Utilities	\$224.00	Lebanon	\$0.00	October	\$294.60	\$31,131.22
Clothing	\$0.00	Panama	\$0.00	November	\$624.00	\$30,507.22
Personal	\$0.00	Grenada	\$0.00	December		\$30,507.22
Education	\$0.00	Persian Gulf	\$0.00	January		\$30,507.22
Burial	\$0.00	Peace Time	\$224.00	February		\$30,507.22
Misc.	\$0.00	Food Pantry	\$400.00	March		\$30,507.22
				April		\$30,507.22
				May		\$30,507.22
<b>Total</b>	<b>\$624.00</b>			June		\$30,507.22





**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**

11/01/2023 thru 11/30/2023

SHERIFF FEES	9,736.88
MILEAGE	633.55
R & B	4,237.90
INTEREST	7.15
TOTAL	<u>\$14,615.48</u>

*10,370.43*

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

CLERK'S REPORT OF FEES COLLECTED

STATE OF IOWA )  
DES MOINES COUNTY)

TO THE DES MOINES COUNTY BOARD OF SUPERVISORS:

I, JACKIE A MYERS, CLERK OF DISTRICT COURT OF THE ABOVE NAMED COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOLLOWING IS A TRUE AND CORRECT STATEMENT OF THE FEES COLLECTED BY ME IN MY OFFICE FOR THE MONTH OF NOVEMBER, 2023 AND THE SAME HAS BEEN PAID TO THE COUNTY TREASURER, AS PER DUPLICATE VOUCHER HERETO ATTACHED.

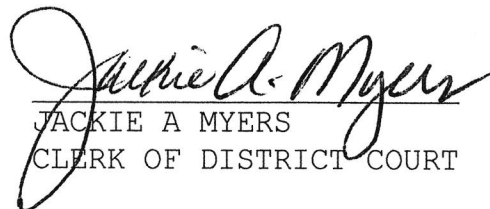
DES MOINES COUNTY TREASURER:

5% OF STATE FINE SURCHARGE	\$ -13.50
SHERIFF FEES	782.66
INFRACTIONS	2530.12
TOBACCO	0.00
COUNTY ENFORCEMENT SURCHARGE	5.00
LAW LIBRARY	0.00
RECORD SECURITIES FEES	5.00
PRE-PD FEES TO SHERIFF	0.00

TOTAL FEES \$3,309.28

TOTAL PAID \$3,309.28 CHECK No 189002

RESPECTFULLY SUBMITTED THIS 7<sup>th</sup> DAY OF DECEMBER, 2023.

  
JACKIE A MYERS  
CLERK OF DISTRICT COURT

December 5, 2023

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, December 5, 2023, with Chair 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.

Meeting with Department Heads: Public Health Director Christa Poggemiller reported her office is busy. County Attorney Lisa Schaefer stated her office is busy. Maintenance Director Rodney Bliesener reported his staff continues to prepare for the winter months. Emergency Management Assistant Shannon Prado wants to remind everyone that the winter months are ahead of us and to be mindful of the weather. Slow down and take your time when traveling in these hazardous conditions. MHSEI CDS Director Ken Hyndman gave a Mental Health update. County Recorder Natalie Steffener stated all OHV registrations expire on December 31<sup>st</sup>. Sheriff Kevin Glendening stated his Deputies will be partaking in the Shop with a Cop event will be taking place this Saturday. The jail population is 97. IT Director Colin Gerst reported his office is busy. Conservation Director Chris Lee stated the ribbon cutting for the land the Conservation Department recently purchased took place last weekend. The Conservation Board will hold their regular meeting tomorrow evening. The Nature Center staff have a few openings for winter camp for 7-9 year olds interested in attending. Assistant Land Use Director Jarred Lassiter stated the 50 year Anniversary celebration for SEIRPC will take place at their office on Thursday at 3:30 P.M. The Zoning Commission has one member who is interested in resigning, so they are looking for a replacement. If interested, please reach out to the SEIRPC office. County Auditor Sara Doty reported her office remains busy. Her office is currently collecting peanut butter, granola bars, and chunky soup for the food pantry. The food will be delivered to the food pantry on December 19<sup>th</sup>. The final day for donations in the Auditor's office will be December 18<sup>th</sup> at 4:30 P.M. There is also a hat/mitten tree in the hallway on the 2<sup>nd</sup> floor of the Courthouse that is accepting donations for our local children in need of hats, mittens, socks, or scarves. These will also be delivered to our local children on the 21<sup>st</sup>. Thank you in advance for helping our community! County Engineer Brian Carter reported that the company that will be working on the road grader rebuilds have started receiving parts in. The Secondary Roads Department continues to stay busy working on getting projects lined up for the next year.

No Correspondence was received.

Approval of Accounts Payable Claims in the amount of \$1,039,622.77 were presented. Broeker motioned to approve and was seconded by Cary.

Approval of Tax Suspension for Parcel # 16-06-480-004 was presented. Broeker made a motion to approve and was seconded by Cary.

Resolution #2023-045 Setting Time & Date of FY24 Budget Amendment Hearing was presented. Broeker made a motion to approve and was seconded by Cary.

Resolution # 2023-046 Reappointing of John Wiberg to the Des Moines County Zoning Board of Adjustment was presented. Cary made a motion to approve and was seconded by Broeker.

Personnel Actions approved for the County Attorney's Office include Danielle Cassiday, Records Legal Assistant, 3-month probationary period completed as of 12/11; Kollan Kolthoff, Assistant County Attorney, Resignation effective 12/1. Broeker made a motion to approve both personnel actions and was seconded by Cary.

Cary motioned to approve the November 28<sup>th</sup>, 2023, regular meeting minutes and was seconded by Broeker.

McCampbell attended a Workforce Development Board Meeting, as well as the 5<sup>th</sup> District Winter Meeting.

No public input was received.

The meeting was adjourned at 9:34 AM.

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, Chair  
Attest: Sara Doty, County Auditor