

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, January 16<sup>th</sup>, 2024** 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. Accounts Payable Claims
  - B. Resignation of Tama Township Clerk
  - C. Appointment of Tama Township Clerk
  - D. Approval of Contract for DMC Highway 99 Bridge H-14  
LFM-CO29(H14)—7X-29
  - E. Approval of Contract for Upper Flint Road Bridge FR-11  
LFM-CO29(FR-11)—7X-29
  - F. Personnel Actions:
    1. Sheriff (1)
  - G. Reports:
    1. Southeast Iowa Regional Planning Commission Annual Report, FY23
  - H. Minutes for Regular Meeting on January 2<sup>nd</sup>, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

**NOTE: Exempt Session pursuant to Iowa Code 20.17(3) to Discuss Negotiations Strategy**

January 8, 2024

Des Moines County Board of Supervisors:

Please accept my resignation as Tama Township Clerk effective with the approval of my successor Randy Meeker. If there are any questions please give me a call at 319 759 2848.

Thank you for your attention to this matter!

Regards,

  
Randall Pflum

**FILED**

**JAN 10 2024**

DES MOINES COUNTY CLERK  
BURLINGTON, IOWA

January 8, 2024

Des Moines County Board of supervisors:

My name is Randy Meeker and I'm seeking to replace Randy Pflum as Tama Township clerk. I attended the annual meeting of the trustees and am comfortable with taking on the clerk responsibilities. I will await your approval before starting the transition.

Regards,

Randy Meeker



**FILED**  
**JAN 10 2024**  
DES MOINES CO AUDITOR  
BURLINGTON, IOWA

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Theresa Tripp Employee #: \_\_\_\_\_  
Title: Administrative Assistant 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 \_\_\_\_\_

### 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 \_\_\_\_\_  
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  
 Medical  
 Other, Explain  
 Educational  
 Military

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

### SALARY ADJUSTMENT

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

One year step increase

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

Previous Rate \$45,785.31 New Rate \$49,761.40  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: \_\_\_\_\_

Authorized by: Kevin Cleary Department: Sheriff's Office Date: 1/10/24  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: January 20, 2024 Payroll Date: January 26, 2024

January 9, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, January 9, 2024, with Chair Tom Broeker, Vice-Chair Jim Cary, and Member Shane McCampbell 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: IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening stated his department is busy. He wants to remind the public that with the winter weather we have in the forecast, slow down and give yourself plenty of time if you must travel. If you do not have to go out in this weather, stay home and stay safe. The jail population is 89. Assistant Land Use Administrator Jarred Lassiter reported he has a couple items on the agenda today. County Treasurer Janelle Nalley-Londquist stated her office is busy. County Auditor Sara Doty reported her office is working on payroll, budget, and preparing for the upcoming Caucuses. County Recorder Natalie Steffener reported her office is busy. Maintenance Director Rodney Bliesener stated his crews are busy with snow removal. He also has a work session on the agenda today. County Engineer Brian Carter reported his crews have been out since 5:00 AM plowing the County roads. He also would like to reiterate what Sheriff Glendening stated regarding safety while traveling in this weather. Treat this more like ice, rather than snow. It slushes underneath, and as it gets driven on, it gets packed down and slick. Conservation Director Chris Lee reported his staff is also busy removing snow.

No Correspondence was received.

Approval of Resolution #2024-004 Approval of Bottom View Subdivision was presented. Assistant Land Use Administrator Jarred Lassiter spoke on this and recommended approval. Cary made a motion to approve and was seconded by McCampbell.

#### **INSERT RESOLUTION #2024-004**

Approval of Resolution #2024-005 Reappointment of Ryan Nagrocki to Des Moines County Zoning Commission was presented. Assistant Land Use Administrator Jarred Lassiter spoke ok this and recommended approval. McCampbell made a motion to approve and was seconded by Cary.

#### **INSERT RESOLUTION #2024-005**

Approval Payroll Reimbursement Claims was presented. The Claims totaled \$0 this pay period. No vote was conducted.

Personnel Actions – Conservation – Tanner Grimm, Promotion to Operations Supervisor, \$52,439.84 yearly effective 1/2/24. McCampbell made a motion to approve and was seconded by Cary.

Reports:

Recorder's Report of Fees Collected, December 2023

Cary motioned to approve the January 2<sup>nd</sup>, 2024, regular meeting minutes and was seconded by McCampbell.

No public input was received.

The meeting was adjourned at 9:29 AM.

Following the meeting, a work session was held with Maintenance regarding the Public Health Department & Conservation Buildings.

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

Tom Broeker, Chair  
Attest: Sara Doty, County Auditor