

Des Moines County Conference Board

Courthouse – 513 N Main Burlington, Iowa 52601
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Meeting of Tuesday, February 1, 2022

On Tuesday, February 1, 2022, the members of the Des Moines County Conference Board assembled in the County Supervisor meeting room, Second Floor of the Courthouse in Burlington, Iowa. Chairperson, Jim Cary, called the meeting to order at 5:15 p.m.

Those Board members present were:

Mayors:

Danville	Jerry Strause
Mediapolis	Tom Young
West Burlington	Ron Teater

School Board Representatives:

Mediapolis	Tim Zurmuehlen
West Burlington	Mike Davis

Supervisors:

Jim Cary	Chairperson
Tom Broeker	
Shane McCampbell	

Others:

Matt Warner	County Assessor
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No public or press was present.

Chairman Jim Cary declared a quorum.

Strause made motion to approve agenda. Second by Zurmuehlen. All Aye, motion carried.

Zurmuehlen made motion to approve minutes of the last meeting held August 21, 2021. Second by Broeker. All Aye, motion carried.

Zurmuehlen made the motion to approve the Board of Review to hire council outside of the County Attorney's office with the approval of the County Attorney's office if the need would occur to do so. Second by Strause. The individual votes were as follows: Supervisors – All Aye, Mayors – All Aye, School Board – All Aye. The units of the Board voted as follows: Supervisors – All Aye, Mayors – All Aye, School Board Representatives – Aye. Motion carried.

Warner discussed the information packet that was presented to the board prior to the meeting. Warner highlighted some current future projects the Assessor's office is working on. Warner then discussed the executive summary for the 2021 revaluation year. Warner explained that the county did not receive an equalization order for the 2021 assessment year. Warner stated that the Residential and Commercial sales ratio fell within the tolerance the state looks for in determining the need for equalization, so a mass reassessment was not performed on those classes of property. Warner stated the office would be converting to the 2020 Real Property Appraisal Manual as required by the Iowa Department of Revenue. Warner stated these changes would take effect for the 2023 assessment year.

Warner then presented the Assessor's 2022-2023 budget. Warner began with salary recommendation of 5% increase for the positions of Assessor, Chief Deputy Assessor, and Property Appraiser. Warner also discussed the salary of Deputy Assessor Brandi Martin. The prior conference board had committed to set the salary of Deputy Assessor Martin to 75% of the salary of the Assessor over a 3-year period. Warner stated that this was the second year of that arrangement and proposed a salary reflecting 72.5% of the Assessor salary. Broeker explained that the county was looking at a 3.75% salary increase for County employees.

Broeker made the motion to increase the salaries of Assessor, Chief Deputy Assessor, and Property Appraiser at 3.75%. Strause commented the City of Danville was looking at between 4%-5% for City employees. Young commented the City of Mediapolis was in the 5% range. There was not a second to the motion. Motion died.

Broeker made the motion to increase the salaries of Assessor, Chief Deputy Assessor, and Property Appraiser at 4% and Deputy Assessor Martin to 72.5% of the Assessor salary. Second by Zurmuehlen. The individual votes were as follows: Supervisors – All Aye, Mayors – All Aye, School Board – All Aye. The units of the Board voted as follows: Supervisors – All Aye, Mayors – All Aye, School Board Representatives – Aye. Motion carried.

Warner discussed other changes in the budget. Zurmuehlen asked if the office expected more mailing for this coming fiscal budget. Warner stated that the increase in the postage line item was due to the conversion of the 2020 manual and the resulting changes in value prompting more assessment notice to be mailed in 2023. Warner stated that all the other line items showed minimal change.

Broeker stated that the county insurance rates were decreasing about 4.6% and that he would provide Warner with those numbers following the meeting.

Warner discussed the line item for the reappraisal expense and the reserved amount for the project. Warner stated that the reason for the difference in tax asking and expenses was because of the Conference Board's desire to continue to budget for future reappraisal project. Warner stated that \$100,000 was reserved for this future project. It was estimated that the ending fund balance would be \$824,562. With \$400,000 reserved for a future county wide reappraisal.

Broeker made the motion to approve the budget with changes to salary for Assessor, Chief Deputy Assessor, Deputy Assessor, Property Appraiser. Also reflecting changes to FICA, IPERS, and insurance accordingly. The budget amount of \$540,012 with tax asking of \$640,012 (\$617,842 to be raised by taxation and \$22,170 in utility tax replacement excise taxes) with a levy of .36514. Second by Strause. The individual votes were as follows: Supervisors – All Aye, Mayors – All Aye, School Board – All Aye. The units of the Board voted as follows: Supervisors – All Aye, Mayors – All Aye, School Board Representatives – Aye. Motion carried.

The budget was unanimously approved for publication. It was noted by Chairman Cary that the budget could be lowered at the public hearing but could not be raised.

The Board set the date for Public Hearing on the 2022-2023 budget of February 22, at 5:15 pm for the next Conference Board meeting. Davis motion. Second by McCampbell. All Aye, motion carried.

Teater made motion to adjourn the meeting. Second by McCampbell. All Aye, motion carried. Meeting was adjourned at 6:05 p.m.



Jim Cary, Chairman



Matthew J. Warner, Clerk

date 2/22/2022