

June 13, 2023

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, June 13, 2023, with Chair Shane McCampbell and Member Jim Cary present. Vice-Chair Tom Broeker was present via Webex. 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: Safety Director Angela Vaughan stated her office is busy. County Recorder Natalie Steffener reported she is busy preparing for the upcoming Recorder's School she is hosting the remainder of the week at Fun City. The DNR has made an increase in their fees beginning July 1. SEIL CDS Director Ken Hyndman reported the Region has a meeting tomorrow in Fairfield for Mental Health Agency of Southeast Iowa. County Treasurer Janelle Nalley-Londquist stated the last day for tax payments in the Treasurer's Office is this Friday at 4:30 P.M. Monday, June 19<sup>th</sup> they will hold their annual tax sale. Conservation Director Chris Lee stated Summer Camp started yesterday at Starr's Cave. Assistant Land Use Administrator Jarred Lassiter reported they have a couple subdivisions out for review and are staying busy. County Attorney Lisa Schaeffer reported her office is very busy. She has a couple Assistant County Attorneys at the Spring Conference in Okoboji this week. Sheriff Kevin Glendening reported his Deputies have been very busy as well. The jail population is 94. County Auditor Sara Doty reported her office is busy. Next week, she and Cheryl McVey will be attending the ISACA Conference in Des Moines. County Engineer Brian Carter attended a DOT Meeting this morning. The Highway 99 project will begin Monday. There will be full closure for traffic on Highway 99. Golf Course Road will be closed at some point during the project but not right away.

No correspondence was received.

Approval of Payroll Reimbursement Claims in the amount of \$2,485.73 was presented. Cary made a motion to approve and was seconded by Broeker.

Approval of the Memorandum of Understanding with Community Action of Southeast Iowa for General Assistance was presented. Lisa Nafziger, Neighborhood Center Director with Community Action of Southeast Iowa spoke on this. Broeker made a motion to approve and was seconded by Cary.

Approval of Resolution #2023-031 Establishing an Administrator for the General Assistance Program was presented. Cary made a motion to approve and was seconded by Broeker.

#### **RESOLUTION 2023-031**

#### **A RESOLUTION ESTABLISHING AN ADMINISTRATOR FOR THE GENERAL ASSISTANCE PROGRAM IN DES MOINES COUNTY, IOWA**

WHEREAS THROUGH, Iowa Code Chapter 252, Des Moines County Board of Supervisors is empowered to provide for the poor and needy of Des Moines County, Iowa; and,

Iowa Code Section 252.25 requires the Board of Supervisors to establish general rules as the Board deems necessary to properly discharge its responsibility under Iowa Code Chapter 252; and,

Iowa Code Section 252.26 requires Des Moines County Board of Supervisors to appoint or designate a general assistance administrator for the county, who shall have the powers and duties conferred by Iowa Code Chapter 252.

Des Moines County Ordinance #5 establishes general rules in accordance with Iowa Code Section 252.25 and allows for the appointment of general assistance administrator in accordance with Iowa Code Section 252.26.

THEREFORE, IT IS RESOLVED that Des Moines County Board of Supervisors hereby declare in the best interest of the residents of Des Moines County, Iowa, to appoint Southeast Iowa Community Action to administer the General Assistance program for the fee of \$12,000 per fiscal year.

IT IS FURTHER RESOLVED that reimbursements will be paid monthly upon verification of receipts provided for qualified claims paid for those persons of limited means to provide for themselves and their households.

Qualified claims will be paid in accordance with Des Moines County Ordinance #5, the 28E agreement between Des Moines County and Southeast Iowa Community Action, and in no event more than the budgeted amount for general assistance without prior approval.

Passed and adopted this 13<sup>th</sup> day of June 2023

Shane McCampbell, Chair  
Tom Broeker, Vice-Chair  
Jim Cary, Member

ATTEST: Sara Doty, County Auditor

Approval of a Request for Suspension of Taxes on Parcel 16-05-240-016 was presented. Cary made a motion to approve and was seconded by Broeker.

Personnel Actions – Sheriff – Theresa Tripp, Administrative Assistant, 6-month step increase, new rate of \$45,785.31 yearly, effective 6/12/23; Brandon McLeland, Deputy, 36-month step increase, new rate of \$65,164.87 yearly, effective 3/8/23. Broeker made a motion to approve both personnel actions and was seconded by Cary. DESCOM – Coleton Zahner, Telecommunicator 1, moving to Step D, new rate of \$26.15 hourly effective 6/1/23; Kathy Houlton, Part Time Telecommunicator 1, moving to Step C per contract. New rate of \$25.52 hourly effective 6/5/23; Caili Rodeffer, Telecommunicator 1, resignation effective 6/2/23. Broeker made a motion to approve all three personnel actions and was seconded by Cary.

Reports received and filed in the Auditor’s Office:  
Clerk’s Report of Fees Collected, May 2023

Cary motioned to approve the June 6, 2023, regular meeting minutes and seconded by Broeker.

Tracie Gibler, Public Affairs Manager at Navigator CO2 was present wanting to introduce herself and let the County know she is here to answer any questions we may have about the pipeline project as it moves along.

The meeting was adjourned at 9:26 AM.

Following the meeting a project tour was held with County Engineer Brian Carter.

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

Approved June 20<sup>th</sup>, 2023  
Shane McCampbell, Chair  
Attest: Sara Doty, Auditor