

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, February 13th, 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@dmccounty.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 DHS Tax Suspension List
 - B. Class E Liquor License – River Mart
 - C. City of Middletown / Des Moines County Law Enforcement Agreement FY2024/2025
 - D. Approval of Contract Rock Documents
 - E. Approval of Contract for Golf Course Road PCC Pavement 29-CO29-096
 - F. Proposed Personnel Increases FY25
 - G. Requested Bond Projects FY25
 - H. Personnel Actions:
 1. Maintenance (1)
 2. Treasurer (1)
 - I. Minutes for Regular Meeting on February 6th, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Session to follow meeting:

BOS / Sheriff, Kevin Glendening

RE: Construction Estimate for Jail Exercise Area Remodel



State of Iowa

Alcoholic Beverages Division

App-194708

Applicant

NAME OF LEGAL ENTITY

H & M Enterprise LLC

NAME OF BUSINESS(DBA)

River Mart

BUSINESS

(916) 254-9231

ADDRESS OF PREMISES

14562 Washington Road

PREMISES SUITE/APT NUMBER

CITY

West
Burlington

COUNTY

Des
Moines

ZIP

52655

MAILING ADDRESS

14562 Washington Road

CITY

West Burlington

STATE

Iowa

ZIP

52655

Contact Person

NAME

Mohinder Dhannu

PHONE

(916) 254-9231

EMAIL

harvinderdhannu@yahoo.com

License Information

LICENSE NUMBER

LE0002440

LICENSE/PERMIT TYPE

Class E Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Feb 15, 2024

TENTATIVE EXPIRATION DATE

Feb 14, 2025

LAST DAY OF BUSINESS

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES

**MIDDLETOWN / DES MOINES COUNTY
LAW ENFORCEMENT AGREEMENT
2024 / 2025 FISCAL YEAR**

THIS AGREEMENT, entered this **8th day of January, 2024**, by Des Moines County, Iowa and the City of Middletown, in Des Moines County, Iowa;

WITNESSETH that:

WHEREAS, the City of Middletown, Iowa, desires to contract with Des Moines County, Iowa for police protection under the provision of Chapter 28E of the Code of Iowa, and

WHEREAS, Des Moines County, Iowa is willing to provide such police protection to the City of Middletown upon the terms and conditions hereinafter set forth,

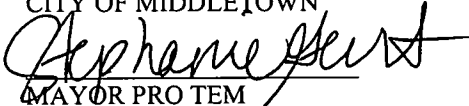
NOW THEREFORE:

In consideration of mutual covenants and agreements hereinafter set forth, the parties hereto legally intending to be bound, do hereby covenant and agree for themselves and their respective successors as follows:

1. The County of Des Moines, State of Iowa, through its Sheriff's Office will supply police protection and law enforcement services to the City of Middletown, including, but not limited to the following:
 - A. Patrolling within the corporate limits of the City of Middletown such hours as may be necessary to provide minimum protection and law enforcement.
 - B. Answering calls at all times for police assistance in the City of Middletown.
2. This understanding (while under the direct supervision of the Sheriff) shall be administered by a Joint Board consisting of the Des Moines County Sheriff and the Mayor of the City of Middletown, with law enforcement policy, regulations and other law enforcement matters, including times of patrolling, to be mutually agreed upon and determined by the Des Moines County Sheriff and the Mayor of said City of Middletown. The Sheriff or his designated representative may attend the monthly council meeting of the Middletown City Council.
3. In consideration of the services to be performed as herein set forth, the City of Middletown agrees to pay Des Moines County, Iowa, (through the County Auditor of Des Moines County) the sum of **Sixteen Thousand Two Hundred and Fifty Dollars (\$16,250)** commencing with the first half of the payment, (\$8,125) due by October 31, 2024 and the second half, (\$8,125) due by April 30, 2025.
4. This agreement shall become effective **July 1, 2024** through **June 30, 2025**. The new agreement shall be negotiated prior to **March 1, 2025**, for the following fiscal year.

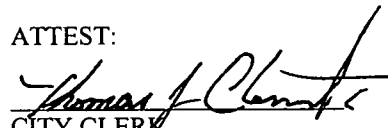
DATE January 8, 2024

CITY OF MIDDLETOWN


MAYOR PRO TEM

DES MOINES COUNTY, IOWA

ATTEST:


CITY CLERK

ATTEST:

COUNTY AUDITOR

CONTRACT

Kind of Work Rock Surfacing

Miles _____

Project No. L-ROCK24--73-29

County Des Moines

THIS AGREEMENT made and entered by and between Des Moines County, Iowa, by its Board of Supervisors

consisting of the following members: Tom Broeker, Jim Cary and Shane McCampbell Contracting Authority, and

Douds Stone LLC of Wever, IA Contractor

WITNESSETH: That the Contractor, for and in consideration of (\$ \$53,295.00)

Fifty three thousand two hundred nintey five and 00/100----- Dollars

payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Units	Unit Price	Amount
1.	Site 5 - Skunk River Road	400	TON	\$19.05	\$7,620.00
2.	Site 6 - South Gear Ave, 65th St, Augusta Rd & 60th St	2250	TON	\$20.30	\$45,675.00
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
	<input type="checkbox"/> See supplemental information on Page 2			TOTAL:	\$53,295.00

Said specifications and plans are hereby made a part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Auditor under date of NA

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor promptly and according to the requirements of the specifications the amounts set forth subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-ROCK24--73-29 in Des Moines County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties thereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
	<u>February 20, 2024</u>	<u>Completion May 17, 2024</u>	<u>70</u>

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the _____ day of _____

Des Moines County, Iowa
Contracting Authority

Approved:
IOWA DEPARTMENT OF TRANSPORTATION
By _____
Transportation Center Local Systems Engineer
Date _____

By _____
Chairperson, County Board of Supervisors
Date _____
By [Signature]
Contractor

CONTRACT

Kind of Work Rock Surfacing

Miles _____

Project No. L-ROCK24--73-29

County Des Moines

THIS AGREEMENT made and entered by and between Des Moines County, Iowa, by its Board of Supervisors

consisting of the following members: Tom Broeker, Jim Cary and Shane McCampbell Contracting Authority, and

L & W Quarries of **West Burlington, IA** Contractor

WITNESSETH: That the Contractor, for and in consideration of (\$ \$247,045.00)

Two hundred forty seven thousand fourty five and 00/100----- Dollars

payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Units	Unit Price	Amount
1.	Site 1 - Beaverville Road	3100	TON	\$18.65	\$57,815.00
2.	Site 2 - 140th Street	1400	TON	\$19.00	\$26,600.00
3.	Site 3 - Roosevelt Street & Boundary Avenue	1400	TON	\$20.75	\$29,050.00
4.	Site 4 - South Prairie Grove Road	1690	TON	\$20.75	\$35,067.50
5.	Site 7 - Irish Ridge Road	2950	TON	\$20.75	\$61,212.50
6.	Site 8 - 180th Street	1250	TON	\$18.65	\$23,312.50
7.	Site 9 - 235th Street & Northfield Road	750	TON	\$18.65	\$13,987.50
8.					
9.					
10.					
11.					
12.					
13.					
14.					
	<input type="checkbox"/> See supplemental information on Page 2			TOTAL:	\$247,045.00

Said specifications and plans are hereby made a part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Auditor under date of NA

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor promptly and according to the requirements of the specifications the amounts set forth subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-ROCK24--73-29 in Des Moines County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties thereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
	February 20, 2024	Completion May 17, 2024	70

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the _____ day of _____

Des Moines County, Iowa
Contracting Authority

Approved:
IOWA DEPARTMENT OF TRANSPORTATION
By _____
Transportation Center Local Systems Engineer

By _____
Chairperson, County Board of Supervisors

Date _____
By Brad Helmer
Contractor

Date _____

CONTRACT

Letting Date: Jan 17, 2024

Contract ID: 29-C029-096

Call Order No.: 103

County: DES MOINES

Project Engineer: DES MOINES COUNTY

Cost Center: 801000

Object Code: 890

DBE Commitment: \$0.00

Contract Work Type: PCC PAVEMENT - REPLACE

This agreement made and entered by and between the Contracting Authority,
DES MOINES COUNTY

and Contractor,

JONES CONTRACTING CORP.

Vendor ID: JO279

City: WEST POINT

State: IA

It is agreed that the notice and instructions to bidders, the proposal filed by the Contractor, the specifications, the plan, if any, for project(s) listed herein, together with Contractor's performance bond, are made a part hereof and together with this instrument constitute the contract. This contract contains all of the terms and conditions agreed upon by the parties hereto.

Contractor, for and in considerations of \$ 650,507.77 payable as set forth in the specifications constituting a part of this contract, agrees to construct various items of work and/or provide various materials or supplies in accordance with the plans and specifications therefore, and in the locations designated in the Notice to Bidders.

Contractor certifies by signature on this contract, under pain of penalties for false certification, that the Contractor has complied with Iowa Code Section 452A.17(8) as amended, if applicable, and Iowa Code Section 91C.5 (Public Registration Number), if applicable.

In consideration of the foregoing, Contracting Authority hereby agrees to pay the Contractor promptly and according to the requirements of the specifications the amounts set fourth, subject to the conditions as set forth in the specifications.

It is further understood and agreed that the above work shall also be commenced or completed in accordance with Contract Time of this Contract and assigned Notes.

To accomplish the purpose herein expressed, the Contracting Authority and Contractor have signed this instrument.

For Federal-Aid Contracts the Contractor certifies that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the contract.



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Page 1 of 4

Contract Project(s)

Contract ID: 29-C029-096

Call Order No.: 103

Letting Date: Jan 17, 2024

Project Number: FM-C029(96)--55-29

County: DES MOINES

Project Work Type: PCC PAVEMENT - REPLACE

Location: On Golf Course Road, from DMC Hwy 99 Westerly 0.3 Miles to Top of Hill, S17, T70, R02

Route: S17

Non-Federal Aid - Predetermined Wages are not in Effect



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Page 2 of 4

Contract Time

Contract ID: 29-C029-096	Call Order No.: 103
	Letting Date: Jan 17, 2024

Site ID	Site Details	Liquidated Damages
00	Late Start Date 10/14/2024 20 WORK DAYS	\$1,000.00

(*) - Indicates Cost Plus Time Site. See Schedule of Items for Cost Per Unit



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Notes

Contracts ID: 29-C029-096

Call Order No.: 103

Letting Date: Jan 17, 2024

Notes :

There are no notes for this contract.



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AASHTOWare Project™ Version 4.9 Revision 033

Page 4 of 4

Contract Addenda

Contract ID: 29-C029-096

Call Order No.: 103

Letting Date: Jan 17, 2024

The following is a list of Contract Addenda:

17JAN103.A01



Contract Specifications List

Contract ID: 29-C029-096

Call Order No.: 103

Letting Date: January 17, 2024

Note	Description
001.2023	*** STANDARD SPECIFICATIONS -- SERIES 2023 *** The Iowa Department of Transportation STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION, SERIES 2023, plus applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications AND Special Provisions shall apply to construction work on this contract.
500.01	*** WINTER WORK *** The free time allowed between November 15 and April 1 will not be permitted on this project. The Contractor shall work during the winter on all working days as defined in Article 1101.03 'Working Day'.
GS-23001	GENERAL SUPPLEMENTAL SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION



Contract Schedule

Contract ID: 29-C029-096

Awarded Vendor: JO279

JONES CONTRACTING CORP.

SECTION 0001

ROADWAY ITEMS

\$650,507.77

Alt Set ID:

Alt Mbr ID:

Contract Line Number	Item Number Item Description	Item Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cents	Dollars	Cents
0010	2102-2710070 EXCAVATION, CLASS 10, ROADWAY AND BORROW	2,093.000 CY	8.75		18,313.75	
0020	2105-8425015 TOPSOIL, STRIP, SALVAGE AND SPREAD	650.000 CY	14.50		9,425.00	
0030	2110-3825010 GRANULAR MATERIAL	2,003.000 TON	15.25		30,545.75	
0040	2123-7450020 SHOULDER FINISHING, EARTH	36.460 STA	250.00		9,115.00	
0050	2210-0475290 MACADAM STONE BASE	2,741.000 TON	25.45		69,758.45	
0060	2213-7100400 RELOCATION OF MAIL BOXES	5.000 EACH	175.00		875.00	
0070	2301-1033080 STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN.	6,172.620 SY	68.00		419,738.16	
0080	2502-8212034 SUBDRAIN, LONGITUDINAL, (SHOULDER) 4 IN. DIA.	2,534.000 LF	7.35		18,624.90	
0090	2502-8221303 SUBDRAIN OUTLET, DR-303	3.000 EACH	200.00		600.00	
0100	2502-8221305 SUBDRAIN OUTLET, DR-305	2.000 EACH	200.00		400.00	
0110	2510-6745850 REMOVAL OF PAVEMENT	6,172.620 SY	2.92		18,024.05	



Contract Schedule

Contract ID: 29-C029-096

Awarded Vendor: JO279

JONES CONTRACTING CORP.

SECTION 0001

ROADWAY ITEMS

\$650,507.77

Alt Set ID:

Alt Mbr ID:

Contract Line Number	Item Number Item Description	Item Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cents	Dollars	Cents
0120	2515-2475106 DRIVEWAY, REINFORCED P.C. CONCRETE, 6 IN.	153.400 SY	76.95		11,804.13	
0130	2515-6745600 REMOVAL OF PAVED DRIVEWAY	153.400 SY	2.80		429.52	
0140	2527-9263109 PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	36.460 STA	90.00		3,281.40	
0150	2528-2518000 SAFETY CLOSURE	3.000 EACH	225.00		675.00	
0160	2528-8445110 TRAFFIC CONTROL	LUMP SUM			5,500.00	
0170	2533-4980005 MOBILIZATION	LUMP SUM			30,737.66	
0180	2601-2634100 MULCHING	0.380 ACRE	3,000.00		1,140.00	
0190	2601-2636044 SEEDING AND FERTILIZING (URBAN)	0.380 ACRE	4,000.00		1,520.00	
Total Bid:						\$650,507.77

Doc Express® Document Signing History

Contract: 29-C029-096 Document: BO 103 29-C029-096 240117 CONTRACT

This document is in the process of being signed by all required signatories using the Doc Express® service. Following are the signatures that have occurred so far.

Date	Signed By
02/05/2024	Jennifer Wilcox Jones Contracting Corp Digital Signature (Signed by Contractor)
	(Local Public Agency Views and Signs Performance Bond)
	(Local Public Agency Signs Contract)
	(Checked by Contracts and Specifications Bureau)
	(Signed by Contracts and Specifications Bureau)
	(Marked Completed by Contracts and Specifications Bureau)

FY25 Proposed Increases

Salary

Dept.	Description	Current Salary	Salary Request	Increase	FICA	IPERS	Total	Shane	Jim	Tom
Attorney	Senior Assistant Chris 5%	\$85,065	\$89,319	\$4,254	\$325.43	\$401.58	\$4,981.01			
Attorney	Senior Assistant Erin 5%	\$85,065	\$89,319	\$4,254	\$325.43	\$401.58	\$4,981.01			
Attorney	Assistant Attorney Trent 5%	\$79,020	\$82,971	\$3,951	\$302.25	\$372.97	\$4,626.23			
Attorney	Assistant Attorney Terri 5%	\$79,902	\$83,897	\$3,995	\$305.62	\$377.13	\$4,677.75			
Attorney	Legal Assistant to Sr. Legal Assistant	\$40,286	\$46,222	\$5,936	\$454.10	\$560.36	\$6,950.46			
Recorder	2nd Deputy 57% to 59%	\$45,661	\$46,574	\$913	\$69.84	\$86.19	\$1,069.03			
Sheriff	Clerk I to Civil Administrative Assistant	\$42,429	\$51,379	\$8,950	\$684.68	\$844.88	\$10,479.56			
Auditor	Precinct Election Chairs per hr	\$12	\$14	\$2	\$0.15	\$0.19	\$2.34			
Auditor	Precinct Election Workers per hr	\$10	\$12	\$2	\$0.15	\$0.19	\$2.34			

Budget Items

Dept.	Explanation	Current Amount	FY25 Request	Increase
	Domestic Violence Intervention Program	\$0	\$2,000	\$2,000
	Fair Board 6.25% increase	\$80,000	\$85,000	\$5,000

Not included: Step increases for Auditor's Payroll Deputy

Requested Bond Projects 2025

AMOUNT	DESCRIPTION	DEPARTMENT	Shane	Jim	Tom
172,000	3 Squad cars and builds	Sheriff			
12,275	Lexipol Software	Sheriff			
8,100	Lexipol Software	Jail			
50,057	2008 Chev. 2500HD replacement	Conservation			
31,122	Chevy Bolt EUV compact SUV	Conservation			
150,000	Maintenance-Capital projects all buildings-required	Maintenance			
59,400	New truck & plow	Maintenance			
13,700	New Kabota (includes trade-in)	Maintenance			
56,500	Tyler Property Management & Cashiering-required	IT			
17,000	Tyler Eagle Recorder-required	IT			
73,500	Tyler Incode-required	IT			
14,400	County Attorney Laptops	IT			
5,000	Starrs Cave Rack/Recabling	IT			
120,000	Verkada Cameras (63-65 cameras)	IT			
33,000	Windows Server 2022 License	IT			
72,000	Sheriff Vehicle Connectivity	IT			
18,000	Department Switch Upgrades	IT			
64,900	Election laptops	Auditor			
970,954					

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Alex Schnedler Employee #: _____
Title: Lead Maintenance Department: Maintenance

STATUS CHANGES

TERMINATION

- | | |
|--------------------------------------|---|
| <input 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 _____ |

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 _____ New 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

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical | <input type="checkbox"/> Military |
| <input type="checkbox"/> Other, Explain _____ | |

SALARY ADJUSTMENT

- | | |
|---|---|
| <input type="checkbox"/> New Hire | <input type="checkbox"/> Demotion |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Reduction |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Probationary | <input type="checkbox"/> Other, Explain _____ |

30 MONTH STEP INCREASE

Dates of Absence _____ to _____ Effective February 23, 2024

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

Previous Rate \$39,375.96 New Rate \$40,200.12
Previous Job Title: (if changed) _____
Effective Date: _____

Authorized by: _____ Department: Maintenance Date: August 14, 2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Jillian Allen Employee #: _____
 Title: Clerk II – MV Department Department: Treasurer

STATUS CHANGES

TERMINATION

- | | |
|--------------------------------------|---|
| <input 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 _____ |

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 _____ New 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

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Maternity | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Medical | <input type="checkbox"/> Military |
| <input type="checkbox"/> Other, Explain _____ | |

SALARY ADJUSTMENT

- | | |
|---|---|
| <input type="checkbox"/> New Hire | <input type="checkbox"/> Demotion |
| <input checked="" type="checkbox"/> Anniversary | <input type="checkbox"/> Reduction |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Probationary | <input type="checkbox"/> Other, Explain _____ |
- Step increase _____

Dates of Absence _____ to _____

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

Previous Rate \$34,018.31/yr New Rate \$34,764.90/yr
 Previous Job Title: (if changed) _____
 Effective Date: 02/13/2024

Authorized by: Janelle Kelley Lundquist Department: Treasurer Date: 02/09/2024
 Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: 02/17/2024 Payroll Date: 02/23/2024

February 6, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, February 6, 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: County Auditor Sara Doty stated she has rooms booked for the Elected Officials for the March ISAC Conference. Her office remains busy. IT Director Colin Gerst stated his office is busy. Maintenance Director Rodney Bliesener reported his staff is busy. Assistant Land Use Administrator Jarred Lassiter reported he has items on the agenda. Conservation Director Chris Lee stated he applied for a grant for the handicap accessibility to the beach at Big Hollow, and it has been approved. Therefore, he is hoping to have the work done, and it ready to use by Memorial Day Weekend. County Recorder Natalie Steffener stated her office is busy. Safety Director Angela Vaughan stated her office is busy. She would also like to give thanks to Gina Hardin for her years of service with Emergency Management. She has enjoyed working with her over the years and wishes her well on her Retirement. County Treasurer Janelle Nalley-Londquist reported her office is busy. Local Health Director Christa Poggemiller reported their refrigerator that holds their vaccines had some issues last week. She wanted to give thanks to the Maintenance and IT Departments for their assistance with getting things back up and running. MHASEI CDS Director Ken Hyndman gave a Mental Health update. Sheriff Kevin Glendening stated there was an incident this morning that involved a person running from the Deputies. He was assisting with that incident and stated someone is now in custody. County Engineer Brian Carter spoke on the situation at hand involving salting a gravel road due to slick conditions. There was a bid opening held on the 5th for Dust Control and Rock Haul.

Correspondence was received from the IAAAP regarding a permit modification.

Approval of Accounts Payable Claims in the amount of \$1,334,127.72 were presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of Payroll Reimbursement Claims in the amount of \$106.83 and Non-Cash Taxable in the amount of \$16.65 were presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of Resolution #2024-009 Appointment of Debra Carroll-Jones to Des Moines County Zoning Commission was presented. McCampbell made a motion to approve and was seconded by Cary.

INSERT RESOLUTION #2024-009

Approval of Resolution #2024-010 Reappointment of Ron Wunderlich, and Appointment of Jeff Stewart to the Des Moines County Floodplain Advisory Board was presented. Cary made a motion to approve and was seconded by McCampbell.

INSERT RESOLUTION #2024-010

Approval of Appointment to Veterans Affairs Commission was presented. McCampbell made a motion to approve Tom Rowley to serve on the Commission and was seconded by Cary.

Approval of Resolution #2024-011 Compensation Board Salary Recommendations for FY2024/2025 were presented. Cary made a motion to cut the recommendations by 67.5% and was seconded by McCampbell. Approved salary increases are as follows: County Sheriff, 6.5%; County Auditor, 3.90%; County Treasurer, County Attorney, County Recorder, and Board of Supervisors, 3.25%.

INSERT RESOLUTION #2024-011

Approval of a Fireworks Permit for the Sperry Fireworks Show on July 5th was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of a Class C Liquor License for Premier Dirt Promotions, Inc., DBA 34 Raceway was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of the Janitorial Agreement for the Courthouse, Health Department, Sheriff's Department, and

County Attorney's Office was presented. McCampbell made a motion to approve and was seconded by Cary.

Personnel Actions – Auditor – Susan Poling, Payroll 1st Deputy, 12-Month Step Increase, \$56,974.15 yearly effective 2/13/24 was presented. McCampbell made a motion to approve and was seconded by Cary.
Emergency Management – Gina Hardin, EMA Coordinator, Retirement effective 3/28/24 was presented. Broeker and the Board of Supervisors thanked Hardin for her years of service with Des Moines County and wishes her well with her retirement. Cary made a motion to approve and was seconded by McCampbell.

Reports:

Recorder's Report of Fees Collected, January 2024
Veterans Affairs Report of Fees Collected, December 2023
Veterans Affairs Report of Fees Collected, January 2024
Treasurer's Cash on Hand, December 2023
Treasurer's Semi-Annual Report, December 2023

McCampbell motioned to approve the January 30th, 2024, regular meeting minutes and was seconded by Cary.

Approval of Canvass Results of Burlington North Bottoms Levee & Drainage District Election 2024 were presented. McCampbell made a motion to approve and was seconded by Cary.

Cary attended a Juvenile Detention meeting. McCampbell attended a GIS meeting and an E911 meeting. Broeker attended a Conference Board meeting and a COBCO meeting.

During public input, Bob Hesler also wanted to thank Gina Hardin for her time over the years with Emergency Management. Bob stated that as a member of the Danville Volunteer Fire Department, he has had a lot of training and commitment from Gina. He wishes her well with her retirement.

The meeting was adjourned at 9:52 AM.

Following the meeting, the Board held an exempt session pursuant to Iowa Code 20.17(3) to discuss negotiations strategy.

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

Tom Broeker, Chair
Attest: Sara Doty, County Auditor