

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, June 18th, 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. Accounts Payable Claims
 - B. Approval of FY24/25 Worker's Compensation Renewal
 - C. Sheriff's Amended Appointment Letter
 - D. Treasurer's Checks Over 1 Year Old as of 6/30/2023 Cancelled
 - E. Resolution #2024-033 for Conservation Inter-Fund Transfer FY2024/2025
 - F. Resolution #2024-034 for Secondary Roads Inter-Fund Transfer FY2024/2025
 - G. Personnel Actions:
 1. Conservation (1)
 2. Recorder (1)
 3. Correctional Center (3)
 - H. Reports –
 1. Clerk's Report of Fees Collected, May 2024
 - I. Minutes for Regular Meeting on June 11th, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Session Following the Meeting:

BOS / County Engineer

RE: Project Funding Update

Accounts Payable Claims

06/18/2024 MEETING

\$1,166,609.58

Checks

\$65,399.31

Wire Transfer Pmnt

\$1,232,008.89

GRAND TOTAL



**Ruhl
& Ruhl**
INSURANCE
ESTABLISHED 1862

212 N. Brady St., Ste 4B
Davenport, IA 52801
(563) 324-1981
(563) 324-3410 - fax

Des Moines County

2024-2025 Workers Compensation renewal

Executive Summary

Expiring premium: \$165,302
Renewal premium: \$175,759
Premium increase: \$10,457

Net premium per \$100 of payroll:
Expiring: \$1.65
Renewal: \$1.75

The figures above do not contemplate any applicable dividend payments.

Des Moines County has recently seen some claims activity which has caused our experience mod to increase from a 0.85 to a 0.96.

As you can see in the attached loss ratio analysis, our 5 year average is 96% which has caused some credits to be removed from the renewal.

The County has received a dividend payment nearly every year making their premiums incredibly stable and competitive. This dividend plan will remain the same for the coming year.



Des Moines County Iowa

WORKERS COMPENSATION

| POLICY YEAR | ORDERED/OBTAINED | MEDICAL | | INDEMNITY | | LEGAL EXPENSES | | RESERVES | RECOVERY | INCURRED | NO OF CLAIMS | OPEN | CLOSED | VALUE DATE | CARRIER | PREMIUM | LOSS RATIO |
|----------------------|------------------|------------|------------|-----------|------------|----------------|----------|----------|----------|------------|--------------|------|--------|------------|-----------|------------|------------|
| | | PAID | RESERVES | PAID | RESERVES | PAID | RESERVES | | | | | | | | | | |
| 07/01/23 to 07/01/24 | WBI Agent Portal | \$ 13,817 | \$ 64,827 | \$ - | \$ 61,290 | \$ 350 | \$ - | \$ - | \$ - | \$ 140,284 | 3 | 2 | 1 | 4/2/2024 | West Bend | \$ 165,302 | 84.87% |
| 07/01/22 to 07/01/23 | WBI Agent Portal | \$ 33,608 | \$ 25,000 | \$ 5,263 | \$ 263,112 | \$ 40,348 | \$ - | \$ - | \$ - | \$ 367,531 | 11 | 1 | 10 | 4/2/2024 | West Bend | \$ 184,151 | 199.58% |
| 07/01/21 to 07/01/22 | WBI Agent Portal | \$ 21,084 | \$ 40,000 | \$ - | \$ 16,353 | \$ 292 | \$ - | \$ - | \$ - | \$ 77,739 | 10 | 1 | 9 | 4/2/2024 | West Bend | \$ 167,260 | 46.48% |
| 07/01/20 to 07/01/21 | WBI Agent Portal | \$ 40,633 | \$ - | \$ 19,365 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 59,998 | 15 | 0 | 15 | 4/2/2024 | West Bend | \$ 151,466 | 39.61% |
| 07/01/19 to 07/01/20 | WBI Agent Portal | \$ 128,859 | \$ - | \$ 6,981 | \$ - | \$ 163 | \$ - | \$ - | \$ - | \$ 136,003 | 9 | 0 | 9 | 4/2/2024 | West Bend | \$ 142,021 | 95.76% |
| TOTALS | | \$ 238,201 | \$ 129,827 | \$ 31,609 | \$ 340,765 | \$ 41,153 | \$ - | \$ - | \$ - | \$ 781,555 | 48 | 4 | 44 | | | \$ 810,200 | 96.46% |

Des Moines County, Iowa

Auditor and Commissioner of Elections

Sara Doty, Auditor

513 N Main Street

PO Box 784

Burlington, IA 52601

Phone: 319-753-8232

Fax: 319-753-8227

Date: May 23, 2024
Department: Sheriff's Office
To: Board of Supervisors
RE: FY2024/2025 Salaries and Annual Appointments

| Employee/Position | Hours in Pay Period | FY25 Hourly Rate | FY25 Salary |
|--|------------------------|---------------------|-------------|
| Matthew Breckon 8/24/2005 0001-05-1000-000-10020 | 80.00 | \$34.35 | \$71,727.17 |
| Sean Phillips 4/4/2016 0001-05-1000-000-10020 | 80.00 | \$34.35 | \$71,727.17 |
| Dilan Beaird 8/14/2017 0001-05-1000-000-10020 | 74.77 | \$36.85 | \$71,727.17 |
| Thomas Seitz 4/23/2019 0001-05-1000-000-10020 | 74.77 | \$36.85 | \$71,727.17 |
| Keaton Hoschek 12/28/2020 0001-05-1000-000-10020 | 74.77 | \$35.69 | \$69,469.41 |
| Brandon McLeland 3/8/2021 0001-05-1000-000-10020 | 74.77 | \$35.69 | \$69,469.41 |
| Jon Gates 8/23/2021 0001-05-1000-000-10020 | 74.77 | \$33.90 | \$65,995.90 |
| Zander Schweiss 8/24/2021 0001-05-1000-000-10020 | 74.77 | \$33.90 | \$65,995.90 |
| Blake Cheesman 12/28/2021 0001-05-1000-000-10020 | 74.77 | \$33.90 | \$65,995.90 |
| Joshua Fane 1/3/2023 (started at 36mo) 0001-05-1000-000-10020 | 74.77 | \$35.69 | \$69,469.41 |
| Klay Foster 4/27/2023 0001-05-1000-000-10020 | 74.77 | \$30.33 | \$59,048.96 |
| Brett Haubrich 4/28/2023 0001-05-1000-000-10020 | 74.77 | \$30.33 | \$59,048.96 |
| Kenny Zahner 4/28/2023 0001-05-1000-000-10020 | 80.00 | \$34.35 | \$71,727.17 |
| Kolton Atkins 4/22/2019 0011-05-1000-000-10020 | 74.77 | \$36.85 | \$71,727.17 |
| Adam Plein 9/2/2008 | 74.77 | \$40.90 | \$79,617.16 |

| Employee/Position | Hours in Pay Period | FY25 Hourly Rate | FY25 Salary |
|--|------------------------|---------------------|--------------|
| 0001-05-1000-000-10080 Dave Hamma 3/11/2004 0001-05-1000-000-10080 | 74.77 | \$40.90 | \$79,617.16 |
| Eric Blodgett 8/30/2004 0001-05-1000-000-10090 | 80.00 | \$41.91 | \$87,507.15 |
| Ryan Luttenegger 12/21/2009 0001-05-1010-000-10020 | 80.00 | \$34.35 | \$71,727.17 |
| Derek Gordy 8/27/2012 0001-05-1010-000-10020 | 80.00 | \$34.35 | \$71,727.17 |
| David Murguia 8/26/2012 0001-05-1010-000-10020 | 80.00 | \$38.13 | \$79,617.16 |
| Mary Beik 0001-05-1060-000-10030 | 75.00 | \$26.25 | \$51,378.65 |
| Erica Thomson 0001-05-1060-000-10030 | 75.00 | \$21.68 | \$42,429.00 |
| Katie Meeker 0001-05-1060-000-10030 | 75.00 | \$20.64 | \$40,408.57 |
| Monika Ryan 0001-05-1060-000-10030 | 75.00 | \$20.24 | \$39,616.21 |
| Gwen Baltisberger 0001-05-1060-000-10100 | 59.50 | \$19.15 | PT / hourly |
| Theresa Tripp 0001-05-1060-000-10050 | 75.00 | \$26.25 | \$51,378.65 |
| Bradley Siegfried 4/2/2001 0001-05-1060-000-10090 | 80.00 | \$41.91 | \$87,507.15 |
| Chad McCune 9/6/1994 0001-05-1060-000-10020 | 80.00 | \$53.56 | \$111,839.21 |
| Kevin Glendening 4/2/2001 0001-05-1060-000-10010 | 80.00 | \$63.01 | \$131,575.54 |
| Stephen Heyland | 42.00 | \$21.27 | PT / hourly |
| Mark Lumbeck | 40.00 | \$21.27 | PT / hourly |
| Charles Thompson | 17.00 | \$21.27 | PT / hourly |
| Wayne Smith | 17.00 | \$21.27 | PT / hourly |

| Employee/Position | Hours in Pay Period | FY25 Hourly Rate | FY25 Salary |
|---------------------------|------------------------|---------------------|-------------|
| Kevin Glendening, Sheriff | | | |

AGENDA ITEM

FOR BOARD MEETING ON 6-18-24

Title of Document: Treas. checks over 1 yr old as
of 6-30-23 incl'd

After approval by the Supervisors, this document should be:

☐

Recorded in Recorder's Office

☐

Send copy to:

☐

Send original to:

☐

Return original to:



Call to pick-up:



Mail to:

☐

Other:

Department and name of person submitting item:

Treas. Office - Debbie

I prefer to keep the original document on file in my office. If you want an original copy also, please bring two for the Board to sign.

Agenda items are due by **10 AM on the Friday** before the next Tuesday's meeting. If the documents are not in my office by 1PM, the item will be removed from the agenda. The Board needs some time to look over items that you are asking to be approved so please give them the courtesy of allowing them time to read and discuss them.

Des Moines County Treasurer's Office

Janelle Nalley-Londquist, Treasurer

www.iowatreasurers.org

PO Box 248
Burlington, IA 52601
Tax Phone 319-753-8252
Vehicle Phone 319-753-8273
Fax 319-753-8729



Deputies

Tax - Debra Moore

Tax - Julie Howe

Vehicle - Michelle Reynolds

Vehicle - Gina Beckman

June 12, 2024

Des Moines County Auditor
Court House
Burlington, IA 52601

Dear Sara:

The following Treasurer's checks have been outstanding for more than 1 year as of June 30th and are hereby cancelled. The amount of these checks total \$1,400.00 and has been deposited into General Basic - Fund 0001-1-03-9020-847010 today as a journal entry.

| Check #: | To: | For: |
|----------|--------------|----------|
| 76551 | Arti B Jani | 1,391.00 |
| 76616 | Silva Purvis | 9.00 |

Grand Total: \$1,400.00

Sincerely,

Debra L. Moore

Debra L Moore, Dep Treas
Tax Dept



Des Moines County

Bank Transaction Report

Transaction Detail

Issued Date Range: - 03/31/2024

Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
|------------------------------------|--------------|----------------------------|--|----------------|-------------|------------|-----------|
| Bank Account: 6043590 - TREAS CK'G | | | | | | | |
| Bank Draft | | | | | | | |
| 03/29/2024 | | DFT0003340 | REIMB TO ISCTA FOR NSF CK (TAX) - COOPER | General Ledger | Outstanding | Bank Draft | -686.00 |
| Bank Draft Total: (1) | | | | | | | -686.00 |
| Check | | | | | | | |
| 03/25/2022 | | 76551 | TAX REF CK - ARTI B JANI | General Ledger | Outstanding | Check | -1,391.00 |
| 05/24/2022 | | 76616 | MV REF CK - SILVIA PURVIS | General Ledger | Outstanding | Check | -9.00 |
| 10/24/2022 | | 76952 | TAMMY & RONALD RANKIN - TAX REF CK | General Ledger | Outstanding | Check | -8.00 |
| 03/02/2023 | | 77070 | AYANA WYLIE - MV REF CK | General Ledger | Outstanding | Check | -10.00 |
| 03/02/2023 | | 77071 | SHOTTENKIRK - MV REF CK | General Ledger | Outstanding | Check | -9.00 |
| 03/03/2023 | | 77072 | JEFFREY BECKMAN - MV REF CK | General Ledger | Outstanding | Check | -1.00 |
| 03/08/2023 | | 77076 | BRANDI HELMS - MV REF CK | General Ledger | Outstanding | Check | -11.00 |
| 03/21/2023 | | 77091 | CHRISTOPHER WILSON - MV REF CK | General Ledger | Outstanding | Check | -1.00 |
| 03/29/2023 | | 77101 | NICHOLAS LARSON - MV REF CK | General Ledger | Outstanding | Check | -1.00 |
| 04/06/2023 | | 77113 | JANELLE HARTMAN - MV REF CK | General Ledger | Outstanding | Check | -10.00 |
| 04/28/2023 | | 77132 | SHOTTENKIRK - MV REF CK | General Ledger | Outstanding | Check | -10.00 |
| 05/04/2023 | | 77136 | KYLE HAMELTON - MV REF CK | General Ledger | Outstanding | Check | -3.00 |
| 08/16/2023 | | 77313 | WILLIAM STOUTT - MV REF CK | General Ledger | Outstanding | Check | -2.00 |
| 10/23/2023 | | 77404 | MARTHA DAMERON - MV REF CK | General Ledger | Outstanding | Check | -5.00 |
| 11/02/2023 | | 77423 | CODY YOUNG - MV REF CK | General Ledger | Outstanding | Check | -15.00 |
| 01/02/2024 | | 77476 | ERIN CARTER - MV REF CK | General Ledger | Outstanding | Check | -21.00 |
| 01/08/2024 | | 77479 | JORDIN HINMAN - MV REF CK | General Ledger | Outstanding | Check | -35.00 |
| 01/25/2024 | | 77494 | CLAYTON HAFFNER - MV REF CK | General Ledger | Outstanding | Check | -25.00 |
| 02/05/2024 | | 77497 | NEWLINE HOLDINGS LLC SERIES 7 | General Ledger | Outstanding | Check | -1,044.00 |
| 02/06/2024 | | 77502 | CHRISTOPHER EDGINGTON - MV REF CK | General Ledger | Outstanding | Check | -1.00 |
| 02/16/2024 | | 77507 | CRYSTAL KIMBROUGH - MV REF CK | General Ledger | Outstanding | Check | -51.00 |
| 02/27/2024 | | 77512 | TAX REF CK - RYAN LLC | General Ledger | Outstanding | Check | -1,568.00 |
| 02/28/2024 | | 77513 | HEAVENS GATE CHRISTIAN TRUST | General Ledger | Outstanding | Check | -139.00 |
| 02/28/2024 | | 77514 | FIG SERIES 2021-41 LLC | General Ledger | Outstanding | Check | -5,304.00 |
| 03/04/2024 | | 77516 | ACC 83 LLC | General Ledger | Outstanding | Check | -757.00 |
| 03/11/2024 | | 77518 | ACC 940 LLC | General Ledger | Outstanding | Check | -4,679.00 |
| 03/11/2024 | | 77519 | ACC 195 LLC | General Ledger | Outstanding | Check | -1,014.00 |
| 03/13/2024 | | 77520 | ACC 737 LLC | General Ledger | Outstanding | Check | -563.00 |
| 03/13/2024 | | 77521 | CLINTON HOLDINGS LLC | General Ledger | Outstanding | Check | -7,196.00 |
| 03/13/2024 | | 77522 | OLIVE GROVE INVESTMENTS INC | General Ledger | Outstanding | Check | -614.00 |
| 03/14/2024 | | 77524 | ACC 481 LLC | General Ledger | Outstanding | Check | -4,527.00 |

RESOLUTION #2024-033
Inter-Fund Transfer
2024 / 2025

WHEREAS: IT IS DESIRED TO AUTHORIZE the County Auditor to periodically transfer sums from the General Basic Fund to the Conservation Reserve Fund during the 2024 / 2025 fiscal year, and;

WHEREAS: Therefore be it resolved by the Des Moines County Board of Supervisors as follows:

SECTION 1. THE TOTAL MAXIMUM TRANSFER from the General Basic Fund to the Conservation Reserve Fund for the fiscal year beginning July 1, 2024, shall not exceed \$461,112. The total maximum expenses from General Supplemental will not exceed \$198,888.

SECTION 2. WITHIN FIVE (5) WORKING DAYS of being notified of the apportionment of current property taxes to the General Basic Fund, the County Auditor shall order a transfer from said funds to the Conservation Reserve Fund.

SECTION 3. NOTWITHSTANDING THE PROVISIONS of Section 2, the amount of any transfer SHALL NOT EXCEED AVAILABLE FUND BALANCES in the transferring fund.

SECTION 4. THE COUNTY AUDITOR is directed to correct her books when said operating transfers are made and to notify the Treasurer and the Conservation Director of the amounts transferred.

The above and foregoing resolution is submitted to the Board of Supervisors by the County Auditor on the 18th day of June 2024, the vote thereon being as follows:

_____ moved for approval. Seconded by _____.

AYES:

NAYS:

ATTEST: _____
County Auditor

RESOLUTION #2024-033
Inter-Fund Transfer
2024 / 2025

WHEREAS: IT IS DESIRED TO AUTHORIZE the County Auditor to periodically transfer sums from the General Basic Fund to the Conservation Reserve Fund during the 2024 / 2025 fiscal year, and;

WHEREAS: Therefore be it resolved by the Des Moines County Board of Supervisors as follows:

SECTION 1. THE TOTAL MAXIMUM TRANSFER from the General Basic Fund to the Conservation Reserve Fund for the fiscal year beginning July 1, 2024, shall not exceed \$461,112. The total maximum expenses from General Supplemental will not exceed \$198,888.

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_____ moved for approval. Seconded by _____.

AYES:

NAYS:

ATTEST: _____
County Auditor

RESOLUTION #2024-034
Inter-Fund Transfer
2024 / 2025

WHEREAS: IT IS DESIRED TO AUTHORIZE the County Auditor to periodically transfer sums from the General Basic Fund and Rural Services Fund to the Secondary Road Fund during the 2024 / 2025 fiscal year, and;

WHEREAS: SAID TRANSFERS must be in accordance with Section 331.429, 2017 Code of Iowa. Now, therefore be it resolved by the Des Moines County Board of Supervisors as follows:

SECTION 1. THE TOTAL MAXIMUM TRANSFER from the General Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2024, shall not exceed \$332,743. And the total maximum transfer from the Rural Services Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2024, shall not exceed \$2,156,131.

SECTION 2. WITHIN FIVE (5) WORKING DAYS of being notified of the apportionment of current property taxes to the General Basic and Rural Services Funds, the County Auditor shall order a transfer from said funds to the Secondary Road Fund.

SECTION 3. NOTWITHSTANDING THE PROVISIONS of Section 2 of this resolution, total transfers to the Secondary Road Fund SHALL NOT EXCEED the amounts in Section 1.

SECTION 4. NOTWITHSTANDING THE PROVISIONS of Section 2, the amount of any transfer SHALL NOT EXCEED AVAILABLE FUND BALANCES in the transferring fund.

SECTION 5. THE COUNTY AUDITOR is directed to correct her books when said operating transfers are made and to notify the Treasurer and the County Engineer of the amounts transferred.

The above and foregoing resolution is submitted to the Board of Supervisors by the County Auditor in accordance with Section 331.429, 2017 Code of Iowa on the 18th day of June 2024, the vote thereon being as follows:

_____ moved for approval. Seconded by _____.

AYES:

NAYS:

ATTEST: _____
County Auditor

RESOLUTION #2024-034
Inter-Fund Transfer
2024 / 2025

WHEREAS: IT IS DESIRED TO AUTHORIZE the County Auditor to periodically transfer sums from the General Basic Fund and Rural Services Fund to the Secondary Road Fund during the 2024 / 2025 fiscal year, and;

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SECTION 2. WITHIN FIVE (5) WORKING DAYS of being notified of the apportionment of current property taxes to the General Basic and Rural Services Funds, the County Auditor shall order a transfer from said funds to the Secondary Road Fund.

SECTION 3. NOTWITHSTANDING THE PROVISIONS of Section 2 of this resolution, total transfers to the Secondary Road Fund SHALL NOT EXCEED the amounts in Section 1.

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The above and foregoing resolution is submitted to the Board of Supervisors by the County Auditor in accordance with Section 331.429, 2017 Code of Iowa on the 18th day of June 2024, the vote thereon being as follows:

_____ moved for approval. Seconded by _____.

AYES:

NAYS:

ATTEST: _____
County Auditor

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Aron Kehoe Employee # : _____
Title: Community Outdoor Recreation Department: Conservation
And Education Specialist (Full time
Seasonal, End date 08/30/2024)

STATUS CHANGES

TERMINATION

☐ Resignation ☐ Unsatisfactory Probation
☐ Discharge ☐ Death
☐ Retirement ☐ Other, Explain _____

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

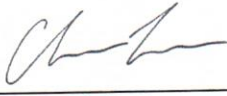
Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

☐ Maternity ☐ Educational
☐ Medical ☐ Military
☐ Other, Explain _____

Dates of Absence _____ to _____

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

Authorized by: 
Authorized by: Chris Lee

Department: Conservation Date: 5/31/2024
Department: _____ Date: _____

Pay Period Ending: 6/7/2024 Payroll Date: 6/14/2024

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New 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

☒ New Hire ☐ Demotion
☐ Anniversary ☐ Reduction
☐ Promotion ☐ Suspension
☐ Probationary ☐ Other, Explain _____

Previous Rate _____ New Rate \$20.00/hr
Previous Job Title: (if changed) _____
Effective Date: June 6, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Renae Hardin Employee # : 00787
Title: 2nd Deputy Department: Recorder

STATUS CHANGES

TERMINATION

☐ Resignation ☐ Unsatisfactory Probation
☐ Discharge ☐ Death
☐ Retirement ☐ Other, Explain

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

☐ Maternity ☐ Educational
☐ Medical ☐ Military
☐ Other, Explain _____

Dates of Absence _____ to _____

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New 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

☐ New Hire ☐ Demotion
☐ Anniversary ☐ Reduction
☐ Promotion ☐ Suspension
☐ Probationary ☒ Other, Explain

27.11 hours unpaid time

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

Authorized by: Natalie Steffener Department: _____ Date: 6-10-24
Authorized by: Natalie Steffener Department: _____ Date: _____

Pay Period Ending: 6/7/2024

Payroll Date: 6/14/2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Angela Coey Employee #: 0920
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

☐ Resignation ☐ Unsatisfactory Probation
☐ Discharge ☐ Death
☐ Retirement ☐ Other, Explain

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

☐ Maternity ☐ Educational
☒ **Medical** ☐ Military
☐ Other, Explain

FMLA - Unpaid - 73.30 hours

Dates of Absence _____ to _____

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New 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

☐ New Hire ☐ Probationary
☐ 77.11Hours ☐ Demotion
☐ 80 Hours ☐ Reduction
☐ Anniversary ☐ Suspension
☐ Promotion ☐ Other, Explain

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

Authorized by:  Department: Correctional Center Date: June 7, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: June 8, 2024 Payroll Date: June 14, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Kenyetta Rooks Employee #: 0906
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

☐ Resignation ☐ Unsatisfactory Probation
☐ Discharge ☐ Death
☐ Retirement ☐ Other, Explain _____

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

☐ Maternity ☐ Educational
☐ Medical ☐ Military
☐ Other, Explain _____

Dates of Absence _____ to _____

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New Rate _____
Effective Transfer Date _____

LAY OFF

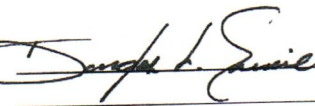
Does the employee Want
Health Insurance Continued ☐ Yes ☐ No
Does Employee Want Life
Insurance Continued ☐ Yes ☐ No
Last Day Worked _____

SALARY ADJUSTMENT

☒ New Hire ☐ Probationary
☒ 77.11 Hours ☐ Demotion
☐ 80 Hours ☐ Reduction
☐ Anniversary ☐ Suspension
☐ Promotion ☐ Other, Explain _____

Will work June 19, 20, 21 & 22, 2024 for the pay period
ending June 22, 2024.

Previous Rate _____ New Rate \$48,204.09
Previous Job Title: (if changed) _____
Effective Date: June 19, 2024

Authorized by:  Department: Correctional Center Date: June 13, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: June 22, 2024 Payroll Date: June 28, 2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brandon Thye Employee #: 0959
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

☒ Resignation
☐ Discharge
☐ Retirement
☐ Unsatisfactory Probation
☐ Death
☐ Other, Explain

Last Day Worked 06-12-24
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date 06-13-24
Final Rate of Pay \$45,998.45
Permanent Address 1300 South St
City, State, Zip Burlington IA 52601

LEAVE OF ABSENCE

☐ Maternity
☐ Medical
☐ Other, Explain
☐ Educational
☐ Military

Dates of Absence _____ to _____

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

TRANSFER

☐ Permanent
☐ Temporary
☐ Voluntary
☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New Rate _____
Effective Transfer Date _____

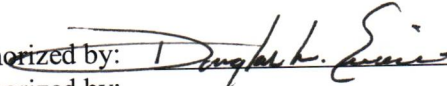
LAY OFF

Does the employee Want
Health Insurance Continued ☐ Yes ☐ No
Does Employee Want Life
Insurance Continued ☐ Yes ☐ No
Last Day Worked _____

SALARY ADJUSTMENT

☐ New Hire
☐ 77.11Hours
☐ 80 Hours
☐ Anniversary
☐ Promotion
☐ Probationary
☐ Demotion
☐ Reduction
☐ Suspension
☐ Other, Explain

Previous Rate _____ New Rate _____
Previous Job Title: (if changed) _____
Effective Date: June 13, 2024

Authorized by:  Department: Correctional Center Date: June 13, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: June 22, 2024 Payroll Date: June 28, 2024

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 MAY, 2024 AND THE SAME HAS BEEN PAID TO THE COUNTY TREASURER, AS PER DUPLICATE VOUCHER HERETO ATTACHED.

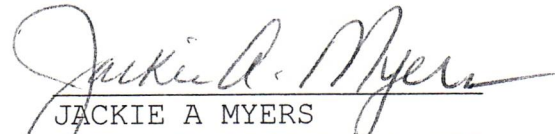
DES MOINES COUNTY TREASURER:

| | |
|--|-------------------|
| 5% OF STATE FINE SURCHARGE | \$ 19.58 |
| SHERIFF FEES | 2,041.86 |
| INFRACTIONS | 3,355.90 |
| TOBACCO | 310.00 |
| COUNTY ENFORCEMENT SURCHARGE | 15.00 |
| LAW LIBRARY | 6.00 |
| RECORD SECURITIES FEES | 10.00 |
| PRE-PD FEES TO SHERIFF | 0 |
| MISC. REIMBURSEMENT (INDIGENT DEFENSE) | 79.00 |
| TOTAL FEES | <u>\$5,837.34</u> |

TOTAL PAID \$5,837.34

CHECK No. 190494

RESPECTFULLY SUBMITTED THIS 11th DAY OF JUNE, 2024.


JACKIE A MYERS
CLERK OF DISTRICT COURT

June 11, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, June 11, 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 reported she is working on getting the Election cleaned up. The Canvass is on the agenda for today. Her office remains busy. Sheriff Kevin Glendening stated the jail population is 86. The Correctional Center will be working on testing for future command staff this week. Assistant Land Use Administrator Jarred Lassiter stated a Board of Adjustment meeting will take place tomorrow. The office remains busy. Conservation Director Chris Lee stated summer camps have begun. The construction at Big Hollow is in full swing. The contractors have finished pouring concrete at the three campsites that are included in this project. They have worked hard getting the algae out of the swim area, and it is currently the cleanest it has been in a long time. County Treasurer Janelle Nalley-Londquist reported her office has been busy collecting property tax payments. The notice of tax sale was in the paper last week. The last day to pay delinquent taxes is Friday at 4:30 PM in the Treasurer's office, to avoid the tax sale on Monday. MHASEI CDS Director Ken Hyndman stated there will be Region meetings this week to discuss contracts for the new fiscal year approaching. Emergency Management Director Shannon Prado reported Ragbrai will be coming through Des Moines County. Therefore, she is busy preparing arrangements for the riders. It is possible we could receive some severe weather at the end of this week. Safety Director Angela Vaughan reported her office is busy. Public Health Director Christa Poggemiller stated her office remains busy as well. County Engineer Brian Carter reported the far north end of Highway 99 is closed for bridge construction. Dust control has been completed in the County. Upper Flint Road will be closed immediately east of Highway 61 for a bridge project as well. This project will take roughly 4 months, weather permitting.

No correspondence was received.

Approval of Payroll Reimbursement Claims in the amount of \$1,823.90 were presented. McCampbell made a motion to approve and was seconded by Cary.

Canvass of the 2024 Primary Election was conducted. Auditor Doty presented the canvass. Cary motioned to approve the 2024 Primary Election Canvass and was seconded by McCampbell. The County Offices and political party with nominations are as follows:

| | |
|-----------------------|--|
| Board of Supervisors: | Democratic – Jim Cary Republican – No Candidate Libertarian – No Candidate |
| County Auditor: | Democratic – Sara Doty Republican – No Candidate Libertarian – No Candidate |
| County Sheriff: | Democratic – No Candidate Republican – No Candidate Libertarian – No Candidate |

Approval of the Howard E. Nyhart Company Services FY24/25 Actuarial Services Agreement was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of Fireworks permit for the Gletty Family Reunion was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of a Liquor License Renewal for Flint Hills Municipal Golf Course was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of a Liquor License for Backpocket Brewing, LLC for Ragbrai was presented. Cary made a motion to approve and was seconded by McCampbell.

Reports-

Recorder's monthly report of fees collected, May 2024

Sheriff's monthly report of fees collected, May 2024

McC Campbell motioned to approve the June 5th, 2024, regular meeting minutes and was seconded by Cary.

McC Campbell attended a Youth Board meeting.

Nick Gavin, 1110 Spring St., Burlington, spoke during public speaking. He stated he is the new Logistics Captain for the CERT Team and there will be CERT Team training that will take place at Big Hollow this Saturday. The team is always looking for volunteers. If anyone is interested, contact Emergency Management Director Shannon Prado.

The meeting was adjourned at 9:29 AM.

Following the meeting, a work session road 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.dmcourty.com

Tom Broeker, Chair

Attest: Sara Doty, County Auditor