

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, September 23<sup>rd</sup>, 2025** 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. City of Danville / Des Moines County Law Enforcement Agreement FY2025/2026
  - B. Class C Liquor License – The Topsy Traveler – Oct 4, 2025
  - C. Annual Liquor License – Spirit Hollow Clubhouse
  - D. Appointment to Tama Township Trustee
  - E. Bid Invitation for the Public Health Building
  - F. Personnel Actions:
    1. Local Health (1)
    2. County Attorney (1)
  - G. Minutes for Regular Meeting on September 16<sup>th</sup>, 2025
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions Following the Meeting:

BOS / SEIRPC

RE: Wind Ordinance Review

**DANVILLE / DES MOINES COUNTY  
LAW ENFORCEMENT AGREEMENT  
2025 / 2026 FISCAL YEAR**

THIS AGREEMENT, entered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Des Moines County, Iowa and the City of Danville, in Des Moines County, Iowa;

WITNESSETH that:

WHEREAS, the City of Danville, 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 Danville 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 Danville, including, but not limited to the following:
  - A. Patrolling within the corporate limits of the City of Danville such hours as may be necessary to provide adequate protection and law enforcement. The Sheriff's Office will have a patrol vehicle and officer patrolling within the corporate limits not less than **20 hours each week**. The Sheriff's Office shall maintain a log which shall show the actual time that the Sheriff's Office has an officer within the corporate limits of Danville.
  - B. Answering calls at all times for police assistance in the City of Danville.
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 Danville, 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 Danville. The Sheriff or his designated representative shall attend the monthly council meeting of the Danville City Council.
3. In consideration of the services to be performed as herein set forth, the City of Danville agrees to pay Des Moines County, Iowa, (through the County Auditor of Des Moines County) the sum of **Seventy-Seven Thousand, Seven Hundred and Ninety-Two Dollars (\$77,792)** per year with monthly installments of **\$6,482.67** commencing on the 1<sup>st</sup> day of July 2025.
4. This agreement shall become effective **July 1, 2025** through **June 30, 2026**. The new agreement shall be negotiated prior to **March 1, 2026**, for the following fiscal year.

DATE 12/17/2024

CITY OF DANVILLE

  
MAYOR

DES MOINES COUNTY, IOWA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

  
CITY CLERK

ATTEST:

\_\_\_\_\_  
COUNTY AUDITOR



# State of Iowa

Alcoholic Beverages Division

## Applicant

App-229055

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
THE TIPSY TRAVELER'S LLC	The Tippy Travelers	(319) 201-0470		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
18876 111th Avenue		Sperry	Des Moines	52650
MAILING ADDRESS	CITY	STATE	ZIP	
1919 Dogwood Avenue	Keota	Iowa	52248	

## Contact Person

NAME	PHONE	EMAIL
Megan Libe	(319) 201-0470	smlibe2016@gmail.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	5 Day	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Oct 3, 2025	Oct 7, 2025	

SUB-PERMITS

Class C Retail Alcohol License

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PRIVILEGES

Outdoor Service

## **Status of Business**

BUSINESS TYPE

Limited Liability Company

## **Ownership**

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Megan Libe	Keota	Iowa	52248	Owner	100.00	Yes

## **Insurance Company Information**

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Oct 3, 2025

POLICY EXPIRATION DATE

Oct 8, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE  
DATE

OUTDOOR SERVICE EXPIRATION  
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE





# State of Iowa

Alcoholic Beverages Division

## Applicant

App-226439

NAME OF LEGAL ENTITY

Double Eagle Golf, Inc.

NAME OF BUSINESS(DBA)

Spirit Hollow Clubhouse

BUSINESS

(319) 754-0653

ADDRESS OF PREMISES

5592 Clubhouse Dr

PREMISES SUITE/APT NUMBER

CITY

Burlington

COUNTY

Des Moines

ZIP

52601-0000

MAILING ADDRESS

3000 Kirkwood St

CITY

Burlington

STATE

Iowa

ZIP

52601-0000

## Contact Person

NAME

Randy Winegard

PHONE

(319) 754-0653

EMAIL

mkenn@winegard.com

## License Information

LICENSE NUMBER

LC0030179

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Submitted to Local Authority

TENTATIVE EFFECTIVE DATE

Oct 1, 2025

TENTATIVE EXPIRATION DATE

Sep 30, 2026

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

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# State of Iowa

Alcoholic Beverages Division

## PRIVILEGES

Outdoor Service

## Status of Business

### BUSINESS TYPE

Corporation

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Nancy Winegard	Longmont	Colorado	80503	Owner	49.00	Yes
John Randall (Randy) Winegard	Burlington	Iowa	52601	Owner	51.00	No
Melodee Kennedy	Burlington	Iowa	52601	Officer	0.00	Yes

## Insurance Company Information

### INSURANCE COMPANY

Westfield Insurance

### POLICY EFFECTIVE DATE

Oct 1, 2025

### POLICY EXPIRATION DATE

Oct 1, 2026

### DRAM CANCEL DATE

### OUTDOOR SERVICE EFFECTIVE DATE

### OUTDOOR SERVICE EXPIRATION DATE

### BOND EFFECTIVE DATE

### TEMP TRANSFER EFFECTIVE DATE

### TEMP TRANSFER EXPIRATION DATE

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Township Officials Request for Appointment

Date: 8-1-25

To: Des Moines County Board of Supervisors

I am requesting your approval to be appointed to complete the remainder of a four-year term expiring on December 31, 2028 for:

Tama Township Laverne R Neal  
(Name of Township) (Clerk or Trustee)

Thank You

Carl Gerst  
Please Print your Name

8381 125<sup>th</sup> St  
Address

Burlington 52601  
City & Zipcode

319-759-5073  
Phone Number

Carl.gerst@gmail.com  
Email Address (optional)

Laverne Neal  
Trustee

Chris T. Rhoads  
Trustee

\_\_\_\_\_  
Clerk

27-1-9

and

and

27-1-9

and

27-1-9

and



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Wendi Noble Employee #: \_\_\_\_\_  
Title: LPN Department: Local Health

## 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 \_\_\_\_\_  
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 \_\_\_\_\_  
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

☐ Reclassification ☐ Demotion  
☐ Anniversary ☐ Reduction  
☐ Promotion ☐ Suspension  
☐ Probationary ☒ Other, Explain \_\_\_\_\_

New hire LPN- \$49,150.40 annually

Effective 9/15/2025

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

Authorized by: Christa Poggemiller Department: Local Health Date: 9/15/2025  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_ Payroll Date: \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Cassie Kilby Employee #: 00  
Title: Assistant County Attorney Department: County Attorney

## STATUS CHANGES

### TERMINATION

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

\_\_\_\_\_  
Last Day Worked \_\_\_\_\_  
Add Vacation Days 0 to \_\_\_\_\_  
Add Sick Days 0 to \_\_\_\_\_  
Add Other Days 0 to \_\_\_\_\_  
Last Day Paid \_\_\_\_\_  
Unpaid Days \_\_\_\_\_ Personal hrs \_\_\_\_\_

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 hourly 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

☐ Reclassification ☐ Demotion  
☐ Anniversary ☐ Reduction  
☐ Promotion ☐ Suspension  
☐ Probationary ☒ Other, Explain \_\_\_\_\_

Unpaid leave – 26.0 hours (9/2 – 9/5/2025)

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

Authorized by: \_\_\_\_\_  
Authorized by: \_\_\_\_\_

Department: \_\_\_\_\_  
Department: \_\_\_\_\_

Lisa K. Schaefer  
County Attorney

Date: 9-18-25  
Date: \_\_\_\_\_

Pay Period Ending: 9/12/2025 Payroll Date: 9/19/2025



September 16, 2025

The Des Moines County Board of Supervisors met in a regular session at the Court House in Burlington at 9:00 AM on Tuesday, September 16<sup>th</sup>, 2025, with Chair Jim Cary, Vice-Chair Shane McCampbell, and Member Tom Broeker 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 absentee voting for the Primary Election will take place beginning tomorrow. Voting will be available in the Auditor's Office through Monday, October 6<sup>th</sup>. IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening stated the jail population is at 78. Glendening and Assistant County Attorney Trent Henkelvig discussed the issues with transitioning inmates to the halfway house or prison in a timely manner and cost that is affected by this. Maintenance Director Rodney Bliesener reported his crew is busy. Safety Director Angela Vaughan reported her office is busy. County Treasurer Janelle Nalley-Londquist reported her office has been busy processing tax payments. Assistant Land Use Administrator Jarred Lassiter stated he has items on the agenda. There are several subdivisions in the works currently. County Recorder Natalie Steffener reported her office is busy. County Engineer Brian Carter reported projects are moving along. Washboards on the gravel roads are hard to manage with the dry weather currently. Concrete patching is still taking place by the Des Moines County landfill and on Iowa City Road. Please use caution when traveling in these areas.

No correspondence was received.

Approval of Payroll Reimbursement Claims in the amount of \$564.25 was presented. McCampbell made a motion to approve and was seconded by Broeker.

Approval of Accounts Payable Claims in the amount of \$407,688.69 were presented. Broeker made a motion to approve and was seconded by McCampbell.

Approval of Resolution #2025-048 and Final Plat for Hawkeye Ridge Subdivision was presented. Assistant Land Use Administrator Jarred Lassiter spoke on this and recommended approval. Broeker made a motion to approve and was seconded by McCampbell.

#### **INSERT RESOLUTION #2025-048**

Approval of Resolution #2025-049 and Final Plat for First Addition to Kroll Farms Subdivision was presented. Assistant Land Use Administrator Jarred Lassiter spoke on this and recommended approval. McCampbell made a motion to approve and was seconded by Broeker.

#### **INSERT RESOLUTION #2025-049**

Approval of HHS Tenant Estoppel Agreement was presented. Assistant County Attorney Trent Henkelvig spoke on this and recommended approval. Broeker made a motion to approve and was seconded by McCampbell.

Approval of Resignation from Washington Township Trustee was presented. Justin Myers submitted a letter of resignation read by Cary. McCampbell made a motion to approve and was seconded by Broeker.

Approval of Appointment to Washington Township Trustee was presented. John Crouch submitted a letter requesting appointment read by Cary. Broeker made a motion to approve and was seconded by McCampbell.

#### **Reports:**

Sheriff's Report of Fees Collected, August 2025

Clerk's Report of Fees Collected, August 2025

Broeker motioned to approve September 9<sup>th</sup>, 2025, regular meeting minutes and was seconded by

McCampbell.

Cary attended a RUSS and Juvenile Detention meeting.

Future Agenda Items – Work Session regarding the Wind Ordinance.

The meeting was adjourned at 9:30 A.M.

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

Jim Cary, Chair

Attest: Sara Doty, County Auditor