

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, October 28th, 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@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. Payroll Reimbursement Claims
 - B. Bid opening for 522 N. 3rd St., Burlington – Former Public Health Building
 - C. Public Hearing and 1st Reading of Amendment to Zoning Ordinance #34 to Change the Official Zoning Map
 - D. Resolution #2025-055 Extending the Current Moratorium
 - E. Termination of Properties from Current Contract with Imagine the Possibilities
 - F. Request for Assignment of County Held Tax Sale Certificate #23-0360
 - G. Personnel Actions:
 1. Correctional Center (2)
 2. Treasurer (1)
 - H. Reports:
 1. Auditor's Report of Fees Collected, Qtr 3 2025
 - I. Minutes for Regular Meeting on October 14th, 2025
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions Following the Meeting:

BOS / County Engineer

RE: Road Tour

AMENDMENT TO ZONING ORDINANCE #34

An ordinance amending Division 10, Section E of the Des Moines County Zoning Ordinance to change the Official Zoning Map so that the following legally described property:

Auditor's Parcel "F", in part of the E1/2 of the SE1/4 of Section 20, Township 70 North, Range 2 West of the 5th P.M., Des Moines County, Iowa, as per plat filed November 22, 2024, as instrument 2024-004741, in the Office of the Recorder of Des Moines County, Iowa, more particularly described as follows:

Commencing at the NW corner of Parcel "C", said point being also the POINT OF BEGINNING; thence South 88°45'13" West, along the centerline of 113th Street, 173.07 feet; thence South 01°51'29" East, 937.37 feet to a point the north corporate limits of the City of Burlington; thence along said line, North 88°39'45" East, 279.33 feet to a point where said line intersects the west line of Tama Road; thence, along said line, 183.27 feet along a 758.50 foot radius curve, concave westerly with a 182.83 foot chord, bearing North 05°06'10" East; thence, continuing along said line, North 01°50'32" West, 113.76 feet to a point on the south line of Parcel "C"; thence, along said line, North 85°12'58" West, 150.28 feet to the SW corner of Parcel "C"; thence North 00°02'54" East, 625.78 feet to the POINT OF BEGINNING, containing 4.43 acres, of which, 0.08 acre is public road right-of-way.

Also

Auditor's Parcel "G", in part of the SE1/4 of the SE1/4 of Section 20, Township 70 North, Range 2 West of the 5th P.M., City of Burlington, Des Moines County, Iowa, as per Plat filed November 22, 2024, as instrument 2024-004741, in the Office of the Recorder of Des Moines County, Iowa, more particularly described as follows:

Commencing at the NW corner of Parcel "C", thence South 88°45'13" West, along the centerline of 113th Street, 173.07 feet; thence South 01°51'29" East, 937.37 feet to a point the north corporate limits of the City of Burlington said point being also the POINT OF BEGINNING; thence along said line, North 88°39'45" East, 279.33 feet to a point where said line intersects the west line of Tama Road; thence, along said line, 517.16 feet along a 758.50 foot radius curve, concave westerly with a 507.20 foot chord, bearing South 31°33'27" West; thence North 01°51'29" West, 425.90 feet to the POINT OF BEGINNING, containing 1.71 acres.

is hereby rezoned from the "A-1" Agricultural District to the "I-1" Industrial District.

EFFECTIVE DATE. This ordinance shall be in effect after final passage, approval and publication as provided in the Code of Iowa 331.302.

Approved and Adopted this 4th day of November, 2025.

DES MOINES COUNTY BOARD OF SUPERVISORS

Jim Cary, Chair

Shane McCampbell, Vice Chair

Tom Broeker, Member

ATTEST: _____
Sara Doty, County Auditor

RESOLUTION NO. 2025-055

RESOLUTION EXTENDING THE CURRENT MORATORIUM ON
ACCEPTING/APPROVING PERMIT APPLICATIONS FOR COMMERCIAL WIND
ENERGY CONVERSION SYSTEMS THRU DECEMBER 31, 2025

WHEREAS, THE DES MOINES COUNTY BOARD OF SUPERVISORS REQUIRE
ADDITIONAL TIME TO FINALIZE AMENDMENTS TO COUNTY ORDINANCE #62, THE
REGULATIONS FOR THE SITING AND OPERATION OF WIND ENERGY CONVERSION
SYSTEMS; AND

WHEREAS, THE CURRENT MORATORIUM ON ACCEPTING/APPROVING PERMIT
APPLICATIONS FOR COMMERCIAL WIND ENERGY CONVERSION SYSTEMS
EXPIRES ON OCTOBER 31, 2025

WHEREAS, THE CONDITIONS AND BENEFITS THAT PROMPTED THE CURRENT
MORATORIUM STILL EXIST; AND

NOW, THEREFORE; BE IT RESOLVED, BY THE DES MOINES COUNTY BOARD OF
SUPERVISORS THAT THE CURRENT MORATORIUM ON THE ACCEPTANCE OR
APPROVAL OF CWECS SITING PERMITS SHALL BE EXTENDED THRU DECEMBER
31, 2025

APPROVED AND ADOPTED THIS 28TH DAY OF OCTOBER 2025

Jim Cary, Chairman

Attest: _____
Sara Doty, Auditor

Shane McCampbell, Vice-Chairman

Tom Broeker, Member



Office of the
Des Moines County Attorney

100 Valley Street • Burlington, Iowa 52601
Office (319) 753-8209 • Fax (319) 753-8219
E Mail: dmca@dmcounty.com

September 23, 2025

Imagine the Possibilities
828 North 7th St.
Burlington, IA 52601

To whom it may concern,

The following letter is formal 30-Day notice that Des Moines County Terminate properties from the lease agreement between Imagine the Possibilities and Des Moines County:

Parcel 10-25-431-012
Parcel 10-25-431-013
Parcel 10-25-431-014
Parcel 10-25-431-043 1804 Douglas Ave Burlington, Iowa 52601

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Trent Henkelvig".

Trent Henkelvig
Assistant Des Moines County Attorney

Copies to: Tom Broeker
Jim Cary
Shane McCampbell

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Kathy Manley Employee #: _____
Title: PT Cook - Kitchen 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 _____

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

LAY OFF

Final Resignation 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

☐ Paternity ☐ 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

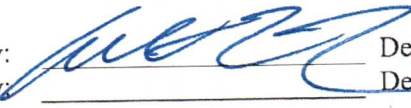
SALARY ADJUSTMENT

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

Previous Rate _____ **New Rate** \$16.08

Previous Job Title: (if changed) _____

Effective Date: October 31, 2025

Authorized by:  Department: Correctional Center Date: October 22, 2025
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: November 8, 2025 Payroll Date: November 14, 2025

Emailed Payroll: 10-22-25

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Chantel Docherty Employee #: _____
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 _____

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary
Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New Rate _____
Effective Transfer Date _____

LAY OFF

Final Resignation 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

☐ Paternity ☐ Educational
☐ Medical ☐ Military
☐ Other, Explain

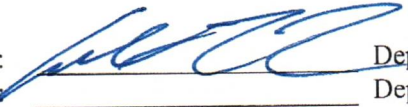
Dates of Absence _____ to _____

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

SALARY ADJUSTMENT

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

Previous Rate _____ New Rate \$50,072.77
Previous Job Title: (if changed) _____
Effective Date: October 27, 2025

Authorized by:  Department: Correctional Center Date: October 22, 2025
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: November 8, 2025 Payroll Date: November 14, 2025

Emailed Payroll: 10-22-25

October 21, 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, October 21, 2025, with Chair Jim Cary, Member Tom Broeker, and Vice-Chair 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 her office remains busy working on the City/School Election. Absentee voting is available in the office from 8:00 am – 4:30 pm until November 3rd at 4:30 pm. On November 4th you will vote at your precinct. County Attorney Lisa Schaefer stated she attended a job expo on Thursday last week. Met a lot of potentially good interns. Her office remains busy. IT Director Brandon Mehmert reported his office is busy. Sheriff Kevin Glendening reported the jail population is at 85. Emergency Management Director Shannon Prado stated the hazard mitigation plan is still in the works. Maintenance Director Rodney Bliesener stated the job posting for a Lead Maintenance position is still available. You can find an application on our county website. Public Health Director Christa Poggemiller stated there will be an additional flu clinic this week on the 23rd from 10:00 am – 2:00 pm. Walk ins are welcome. Assistant Land Use Administrator Jarred Lassiter reported he has received a few new inquiries on subdivisions. County Recorder Natalie Steffener stated passports and real estate recordings are on the rise currently. Her office remains working on back indexing. Assistant County Attorney Trent Henkelvig is in attendance. Safety Director Angela Vaughan was present. County Engineer Brian Carter reported Northfield Rd. in Mediapolis will be closing this morning and will be closed for a couple of days to work on a culvert. 260th Rd., the far north gravel road off of Highway 61 is now open.

No correspondence was received.

Approval of Accounts Payable Claims in the amount of \$1,307,537.40 was presented. Broeker made a motion to approve and was seconded by McCampbell.

Approval of a Letter of Support for Great River Housing Trust Fund was presented. Broeker made a motion to approve and was seconded by McCampbell.

Approval of Resolution #2025-054 and Final Plat for Hillside Acres Subdivision was presented. Assistant Land Use Administrator Jarred Lassiter spoke on this and recommended approval. McCampbell made a motion to approve and as seconded by Broeker.

INSERT RESOLUTION #2025-054

Approval of a Compensation Contract for the Des Moines County Medical Director was presented. Broeker made a motion to approve and was seconded by McCampbell.

Approval of Personnel Actions were presented. Emergency Management – Shannon Prado, Emergency Management Director, 24-month step increase, new rate of \$77,867.28 effective 11/6/25. McCampbell made a motion to approve and was seconded by Broeker. County Attorney – Mandi Spencer, Office Manager, New Hire, \$51,875 yearly effective 10/27; Danielle Cassidy, Records Legal Assistant, 24-month step increase, \$41,942.59 yearly effective 9/11. Broeker made a motion to approve and was seconded by McCampbell. Local Health – Wendi Noble, Public Health Nurse, 8 hours unpaid for 10/13 and resignation effective 10/14. McCampbell made a motion to approve and was seconded by Broeker.

Reports:

Dewey Byar Trust, 7/1/25 – 9/30/25

Sheriff's Report of Fees Collected, September 2025

McCampbell motioned to approve October 14th, 2025, regular meeting minutes and was seconded by Broeker.

Bid Opening for 522 N. 3rd St., Burlington – Former Public Health Building was presented. Cary stated that bids will not be open due to the dates being published incorrectly. They will publish a new publication and leave bids open until October 27th at 4:30 pm with bids being opened on October 28th at 9:00 am at the Board of Supervisors meeting.

During public input, Charles Tonkinson, Yarmouth, asked if the public would be able to speak at the work session. Cary stated there will be no public input. He informed the board of the bat population and the danger of the bats and wind turbines. Allison Mohr, Yarmouth, also spoke regarding the wind turbines. She asked Public Health Director, Christa Poggemiller if the Board of Health would be bringing any recommendations to the Board of Supervisors regarding wind turbines.

The meeting was adjourned at 9:29 A.M.

Following the meeting a work session was held regarding Wildlife Monitoring and Mitigation of the Wind/Solar Ordinance.

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

Jim Cary, Chair

Attest: Sara Doty, County Auditor