

****OFFICIAL NOTICE - AMENDED****

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, October 11, 2022** 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 www.dmcountry.com/youtube. Anyone with questions during the meeting may email the Board of Supervisors at board@dmcountry.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. Resolution 2022-063 Setting Hourly Rate for Attorneys Appointed by the Iowa District and Associate District Courts to serve as Guardian Ad Litem Pursuant to Iowa Code Chapter 232
 - B. Resolution 2022-064 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court Pursuant to Iowa Code Chapter 232D
 - C. Resolution 2022-065 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court to serve as Guardian Ad Litem or Attorney for a Minor Pursuant to Iowa Code Chapter 598
 - D. Resolution 2022-066 Setting Hourly Rate for Attorneys Appointed by the Iowa District Court Pursuant to Iowa Code Chapter 633
 - E. Class C Liquor License for Bar Candy for 10/15 Wedding at Myers Wedding Barn
 - F. Class C Liquor License for Camp Wedding on 11/12 at Barn on the Ridge
 - G. Resolution 2022-067 and Approval of Final Plat for Clay Hill Subdivision
 - H. ****Resolution 2022-068 Resolution ordering Construction for Des Moines County Correctional Facility Re-Roof Project and Fixing a Date for the Public Hearing and Taking Bids**
 - I. ****Resolution 2022-069 Resolution ordering Construction for Des Moines County Correctional Facility Exterior Finish Project and Fixing a Date for the Public Hearing and Taking Bids**
 - J. Personnel Actions:
 1. Recorder (1)
 2. Secondary Roads (1)
 - K. Reports:
 1. Recorder's Report of Fees Collected, September 2022
 - L. Minutes for Regular Meeting on October 4th, 2022
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

RESOLUTION #2022-063
RESOLUTION SETTING HOURLY RATE FOR ATTORNEYS APPOINTED BY THE IOWA
DISTRICT AND ASSOCIATE DISTRICT COURTS TO SERVE AS GUARDIAN AD LITEM
PURSUANT TO IOWA CODE CHAPTER 232

- a.) **WHEREAS**, Iowa Code § 232.113(2), provides that upon the filing of a petition for termination of parental rights, the court shall appoint counsel for the child identified in the petition as a party to the proceedings. The same person may serve as both the child's counsel and the guardian ad litem, and
- b.) **WHEREAS**, under Iowa Code §232.141(1), the court shall inquire into the ability of the child or the child's parent to pay expenses incurred pursuant to subsection 2 cited above, and the court may order the parent to pay all or part of the costs of the child's legal expenses, and
- c.) **WHEREAS**, Iowa Code §232.141(2)(b) provides that reasonable compensation for an attorney appointed by the court to serve as counsel to any party or as guardian ad litem for a child in juvenile court is an expense to be charged upon the county in which proceedings are held to the extent provided under Iowa Code §232.141(3), and
- d.) **WHEREAS**, Iowa Code §232.141(3)(c) requires a county, on an annual basis, to pay a base cost to the indigent defense fund created under §85.11, and
- e.) **WHEREAS**, costs incurred under Iowa Code §232.141(2) above shall be paid by the State from the appropriations to the indigent defense fund and in accordance with the rules of the State Public Defender, and
- f.) **WHEREAS**, the Iowa State Public Defender has set said claims at the rate of \$68.00 per hour for appointments made on or after July 1, 2022;

BE IT THEREFORE RESOLVED; that in matters filed pursuant to Chapter 232 of the Code of Iowa, whereby the Court has appointed counsel for a child and a parent is not ordered to pay the expenses of such attorney or wherein the parent was ordered to pay only a portion of such expenses, the Des Moines County Board of Supervisors hereby sets and establishes the hourly rate to be paid to such attorneys in the amount of \$68.00 per hour.

Approved and signed this _____ day of _____, 2022.

Jim Cary, Chair
Des Moines County Board of Supervisors

Shane McCampbell, Vice-Chair
Des Moines County Board of Supervisors

Tom Broeker, Member
Des Moines County Board of Supervisors

ATTEST:

Terri Johnson
Des Moines County Auditor

RESOLUTION #2022-064
RESOLUTION SETTING HOURLY RATE FOR ATTORNEYS APPOINTED BY THE IOWA
DISTRICT COURT PURSUANT TO IOWA CODE CHAPTER 232D

- a.) **WHEREAS**, Iowa Code § 232D.303 provides that upon the filing of a petition for appointment of a guardian for a minor pursuant to Iowa Code §232D.301, the court shall appoint an attorney for the minor if the court determines that the interests of the minor are or may be inadequately represented, and
- b.) **WHEREAS**, Iowa Code §232D.304 provides that upon the filing of a petition for appointment of a guardian for a minor, the court shall appoint an attorney for the parent identified in the petition if (1) the parent objects to the appointment of a guardian for the minor and (2) the parent requests appointment of an attorney and the court determines that the parent is indigent, and
- c.) **WHEREAS**, under Iowa Code §232D.505, the court shall inquire into the ability of the minor or the minor's parent to pay expenses incurred pursuant to the guardianship proceedings, and the court may order the minor or the parent to pay all or part of the costs of the legal expenses for the minor or the parent, and
- d.) **WHEREAS**, Iowa Code §232D.505(2) provides that if the court finds that the minor's parents are indigent, or if the minor has no parent, the costs, including the costs of legal expenses, shall be assessed against the county in which the proceeding is pending, and
- e.) **WHEREAS**, the Iowa Legislature has prescribed reasonable compensation and expenses for attorneys appointed by the court to represent indigent clients in Iowa Code §815.7 for fees to attorneys appointed for indigent defense;
- f.) **WHEREAS**, the Iowa State Public Defender has set said claims at the rate of \$68.00 per hour for appointments made on or after July 1, 2022;

BE IT THEREFORE RESOLVED; that in matters filed pursuant to Chapter 232D of the Code of Iowa, whereby the Court has appointed counsel for a minor or a parent of the minor and the minor's parent(s) are determined to be indigent or, the minor has no parent, the Des Moines County Board of Supervisors hereby sets and establishes the hourly rate to be paid to such attorneys in the amount of \$68.00 per hour.

Approved and signed this _____ day of _____, 2022.

Jim Cary, Chair
Des Moines County Board of Supervisors

Shane McCampbell, Vice-Chair
Des Moines County Board of Supervisors

Tom Broeker, Member
Des Moines County Board of Supervisors

ATTEST:

Terri Johnson
Des Moines County Auditor

RESOLUTION 2022-065
RESOLUTION SETTING HOURLY RATE FOR ATTORNEYS APPOINTED
BY THE IOWA DISTRICT COURT TO SERVE AS GUARDIAN AD LITEM OR ATTORNEY FOR
A MINOR PURSUANT TO IOWA CODE CHAPTER 598

- a.) **WHEREAS**, Iowa Code §598.12 provides that in a dissolution of marriage action involving the custody of minor children, the court may appoint a guardian ad litem to represent the best interests of the minor child(ren) of the parties; and
- b.) **WHEREAS**, Iowa Code §598.12A provides that in a dissolution of marriage action involving the custody of minor children, the court may appoint an attorney to represent the minor child(ren), and
- c.) **WHEREAS**, under Iowa Code §598.12(3), the court shall enter an order in favor of the guardian ad litem for fees and disbursements as submitted by the guardian ad litem and the amount shall be charged against the party responsible for court costs unless the court determines that the party responsible for court costs is indigent, in which event the amount shall be borne by the county.
- d.) **WHEREAS**, under Iowa Code §598.12A(3), the court shall enter an order in favor of the guardian ad litem for fees and disbursements as submitted by the guardian ad litem and the amount shall be charged against the party responsible for court costs unless the court determines that the party responsible for court costs is indigent, in which event the amount shall be borne by the county.
- e.) **WHEREAS**, the Iowa Legislature has prescribed reasonable compensation and expenses for attorneys appointed by the court to represent indigent clients in Iowa Code §815.7 for fees to attorneys appointed for indigent defense;
- f.) **WHEREAS**, the Iowa State Public Defender has set said claims at the rate of \$68.00 per hour for appointments made on or after July 1, 2022;

BE IT THEREFORE RESOLVED; that in matters filed pursuant to Chapter 598 of the Code of Iowa, whereby the Court has appointed an attorney to serve as either guardian ad litem or attorney for a minor child or children in a dissolution proceeding, the Des Moines County Board of Supervisors hereby sets and establishes the hourly rate to be paid to such attorneys in the amount of \$68.00 per hour.

Approved and signed this _____ day of _____, 2022.

Jim Cary, Chair
Des Moines County Board of Supervisors

Shane McCampbell, Vice-Chair
Des Moines County Board of Supervisors

Tom Broeker, Member
Des Moines County Board of Supervisors

ATTEST:

Terri Johnson
Des Moines County Auditor

RESOLUTION #2022-066
RESOLUTION SETTING HOURLY RATE FOR ATTORNEYS
APPOINTED BY THE IOWA DISTRICT COURT
PURSUANT TO IOWA CODE CHAPTER 633

- a.) **WHEREAS**, Iowa Code §633.561(1) provides that in a proceeding for the appointment of a guardian or conservator for an adult or a conservator for a minor, if the respondent is an adult and is not the petitioner, the respondent is entitled to representation by an attorney; and
- b.) **WHEREAS**, Iowa Code §633.561(3) provides that if the respondent is entitled to representation and is indigent or incapable of requesting counsel, the court shall appoint an attorney to represent the respondent, and
- c.) **WHEREAS**, Iowa Code 633.561(3) further provides that the cost of court appointed counsel for indigents shall be assessed against the county in which the proceedings are pending, and
- d.) **WHEREAS**, the Iowa Legislature has prescribed reasonable compensation and expenses for attorneys appointed by the court to represent indigent clients in Iowa Code §815.7 for fees to attorneys appointed for indigent defense;
- e.) **WHEREAS**, the Iowa State Public Defender has set said claims at the rate of \$68.00 per hour for appointments made on or after July 1, 2022;

BE IT THEREFORE RESOLVED; that in matters filed pursuant to Chapter 633D of the Code of Iowa, whereby the Court has appointed counsel for the respondent who the court has determined to be indigent, the Des Moines County Board of Supervisors hereby sets and establishes the hourly rate to be paid to such attorneys in the amount of \$68.00 per hour.

Approved and signed this _____ day of _____, 2022.

Jim Cary, Chair
Des Moines County Board of Supervisors

Shane McCampbell, Vice-Chair
Des Moines County Board of Supervisors

Tom Broeker, Member
Des Moines County Board of Supervisors

ATTEST:

Terri Johnson
Des Moines County Auditor



State of Iowa

Alcoholic Beverages Division

App. 165732

Applicant

NAME OF LEGAL ENTITY

Lisa Ewing

NAME OF BUSINESS(DBA)

Bar Candy

BUSINESS

(319) 334-0966

ADDRESS OF PREMISES

18876 111th Avenue

PREMISES SUITE/APT NUMBER

CITY

Sperry

COUNTY

Des Moines

ZIP

52650

MAILING ADDRESS

301 4th Ave SW

CITY

Independence

STATE

Iowa

ZIP

50644

Contact Person

NAME

Lisa Ewing

PHONE

(319) 334-0966

EMAIL

mcgrath1111@msn.com

License Information

LICENSE NUMBER

LICENSE/PERMIT TYPE

Class C Liquor License

TERM

5 Day

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Oct 15, 2022

TENTATIVE EXPIRATION DATE

Oct 19, 2022

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Liquor License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Sole Proprietor

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Lisa Ewing	Sperry	Iowa	52650	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Specialty Risk of America

POLICY EFFECTIVE DATE

Oct 15, 2022

POLICY EXPIRATION DATE

Oct 20, 2022

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

App. 169208

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
HY-VEE, INC.	Hy-Vee Keokuk Reception	(515) 267-2949		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
14133 Irish Ridge Road		Burlington	DesMoines	52601
MAILING ADDRESS	CITY	STATE	ZIP	
5820 Westown Parkway	West Des Moines	Iowa	50266	

Contact Person

NAME	PHONE	EMAIL
Kelly Palmer	(515) 267-2800	kpalmer@hy-vee.com

License Information

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

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Nov 10, 2022	Nov 14, 2022	

SUB-PERMITS

Class C Liquor License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Jeremy Gosch	Urbandale	Iowa	50323	CEO	0.00	Yes
Michael Jurgens	Urbandale	Iowa	50322	EVP, Secretary	0.00	Yes
Andrew Schroeder	Johnston	Iowa	50131	Vice President, Accounting	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

EMPLOYERS MUTUAL
CASUALTY COMPANY

POLICY EFFECTIVE DATE

Sep 27, 2022

POLICY EXPIRATION DATE

Sep 27, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2022-067

WHEREAS Section 354.8 of the Code of Iowa states that a governing body shall certify by resolution the approval of a subdivision plat, and,

WHEREAS the Final Plat for **Clay Hill Subdivision** has been reviewed for conformance to applicable County standards by the Des Moines County Auditor, Health Department, Secondary Roads Department, and Land Use Department and has been duly recommended by the aforementioned entities for approval,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby approves the Final Plat of **Clay Hill Subdivision**, with the following condition:

- A portion of Lot A is currently enrolled in the Conservation Reserve Program (CRP) through the USDA Farm Service Agency. If the ground in this area is disturbed prior to the expiration of the CRP easement, Des Moines County shall not be held responsible for any penalties associated with violating the CRP agreement.

Approved and adopted this 11th day of October, 2022.

DES MOINES COUNTY BOARD OF SUPERVISORS

Jim Cary, Chair

Shane McCampbell, Vice Chair

Tom Broeker, Member

ATTEST: _____

Terri Johnson, County Auditor

FINAL PLAT

INDEX LEGEND

Property Location: Clay Hill Subdivision in pt SW1/4 Section 9 & Lot 8, Section 16
Township 69 North, Range 4 West, Des Moines County, Iowa
Surveyor: Robert H. Lance, Iowa P.L.S. #21980, rob@lancesurveying.com
Return Document to: Lance Surveying Services (319) 986-6779
1505 North Broadway Street, Mt. Pleasant, IA 52641
Survey Requested by: Jeff Hoyer
Proprietor: Clay Hill Trust
Survey Completed: 22 August 2022

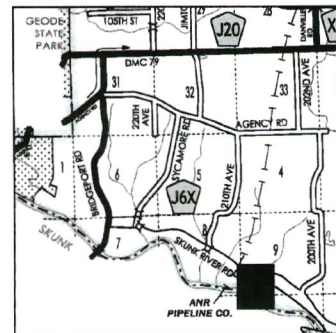
Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Clay Hill Trust.dwg

Clay Hill Subdivision

Notes required by Des Moines County or by utility company:

1. Minimum building setback for any structure:
Front yard = 30'
Side yard = 15'
2. Road waiver: In addition to the claims exempted pursuant to section 670.4(7) of the Iowa code dealing with public roads, Des Moines County is not involved in the maintenance of this private right-of-way and is further held harmless for any costs in maintaining said road system or right-of-way or for any other damages sustained pertaining to the use of said road system or right-of-way.
3. Utility easements shall consist of all platted streets or roads, and a 7.5 foot wide strip along each side of all interior lot lines, and a 25 foot wide strip along and adjacent to all platted streets and roads, and a 15 foot wide strip of land on all lots, 7.5 foot either side of the utility service as built, from the point of origin to the point of service entrance.

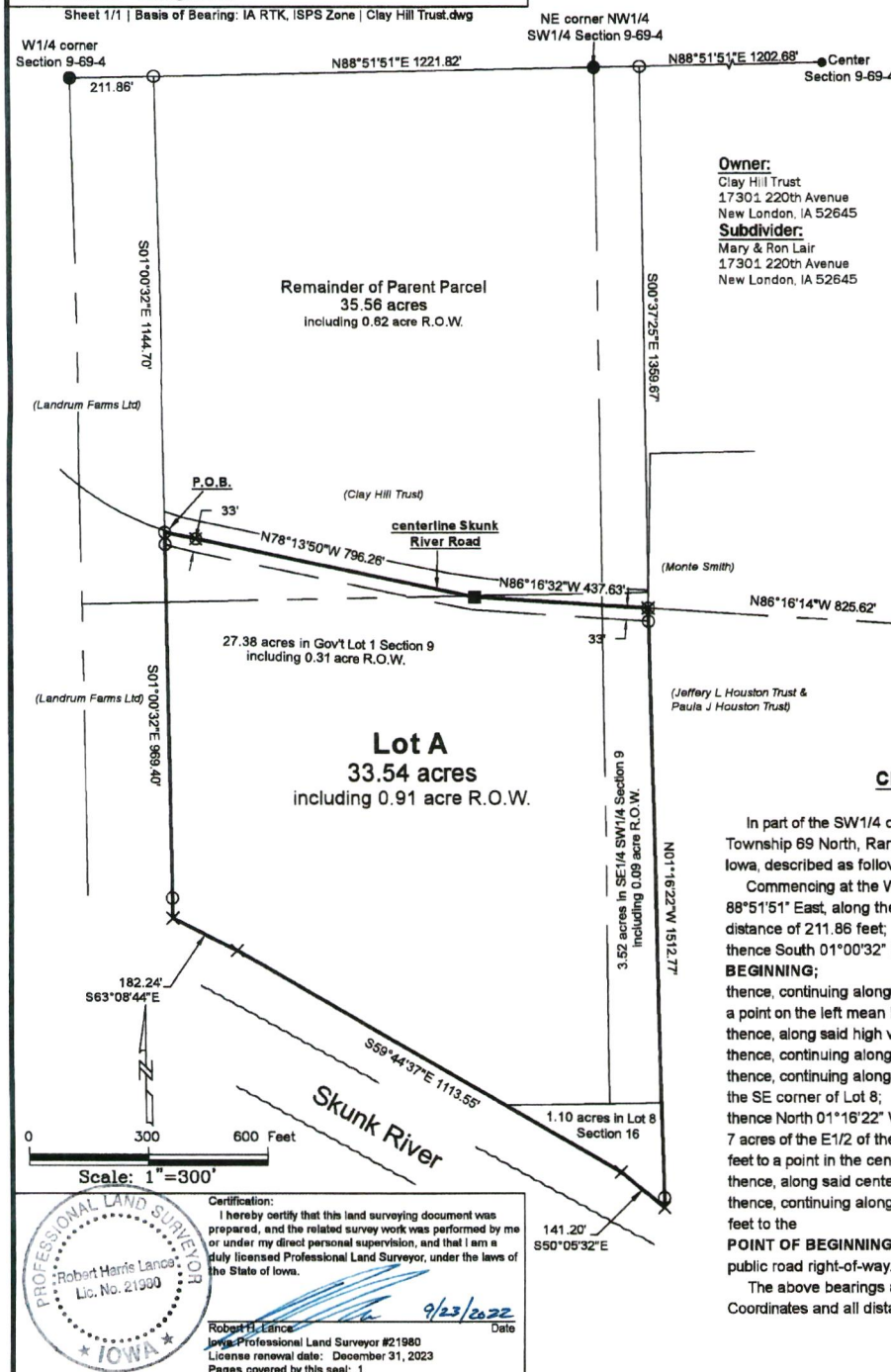
Owner:
Clay Hill Trust
17301 220th Avenue
New London, IA 52645
Subdivider:
Mary & Ron Lair
17301 220th Avenue
New London, IA 52645



Clay Hill Subdivision

vicinity sketch not to scale

- Legend:**
- set 1/2"x30" rebar/orange cap #21980
 - found 5/8" rebar
 - found 1/2" rebar
 - mean high water mark
 - found 3/4" square pin
 - county road R.O.W. line
 - property line
 - road centerline
 - fence line
 - (#) dimension from previous record



Clay Hill Subdivision

In part of the SW1/4 of Section 9 and all of Lot 8 in Section 16, all in Township 69 North, Range 4 West of the 5th P.M., Des Moines County, Iowa, described as follows:

Commencing at the W1/4 corner of Section 9, thence North 88°51'51" East, along the north line of the SW1/4 of Section 9, a distance of 211.86 feet;
thence South 01°00'32" East, 1,144.70 feet to the **POINT OF BEGINNING**;
thence, continuing along said line, South 01°00'32" East, 969.40 feet to a point on the left mean high water line of the Skunk River;
thence, along said high water line, South 63°08'44" East, 182.24 feet;
thence, continuing along said line, South 59°44'37" East, 1,113.55 feet;
thence, continuing along said line, South 50°05'32" East, 141.20 feet to the SE corner of Lot 8;
thence North 01°16'22" West, along the east line of Lot 8 and the West 7 acres of the E1/2 of the SW1/4 of Section 9, a distance of 1,512.77 feet to a point in the centerline of Skunk River Road;
thence, along said centerline North 86°16'32" West, 437.63 feet;
thence, continuing along said centerline North 78°13'50" West, 796.26 feet to the
POINT OF BEGINNING, containing 33.54 acres, of which, 0.91 acre is public road right-of-way.

The above bearings are based on Iowa State Plane South Coordinates and all distances are horizontal ground distances.
End of Description

Resolution # 2022-068

**Resolution ordering Construction for
Des Moines County Correctional Facility Re-Roof Project
and Fixing a Date for the Public Hearing and Taking Bids**

WHEREAS, the Board of Supervisors has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of Klingner and Associates, and

WHEREAS, the Public Hearing will be held Tuesday, November 8th, 2022 at 9:00 a.m. in the Board Room at the Des Moines County Courthouse, and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and a contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26, Code of Iowa, to hold a public hearing and to advertise for bids:

BE IT FURTHER RESOLVED, that the County Auditor is hereby directed to publish notice of public hearing in Des Moines County. Publication shall be not less than four days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 9:00 A.M. on November 8, 2022.

BE IT THEREFORE RESOLVED that this resolution shall take effect immediately.

APPROVED this 11th day of October 2022.

DES MOINES COUNTY BOARD OF SUPERVISORS

Jim Cary, Chairman

Shane McCampbell, Vice-Chairman

Tom Broeker, Member

ATTEST: _____
Terri Johnson, Auditor

Resolution # 2022-069

**Resolution ordering Construction for
Des Moines County Correctional Facility Exterior Finish Project
and Fixing a Date for the Public Hearing and Taking Bids**

WHEREAS, the Board of Supervisors has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of Klingner and Associates, and

WHEREAS, the Public Hearing will be held Tuesday, November 8th, 2022 at 9:00 a.m. in the Board Room at the Des Moines County Courthouse, and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and a contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26, Code of Iowa, to hold a public hearing and to advertise for bids:

BE IT FURTHER RESOLVED, that the County Auditor is hereby directed to publish notice of public hearing in Des Moines County. Publication shall be not less than four days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 9:00 A.M. on November 8, 2022.

BE IT THEREFORE RESOLVED that this resolution shall take effect immediately.

APPROVED this 11th day of October 2022.

DES MOINES COUNTY BOARD OF SUPERVISORS

Jim Cary, Chairman

Shane McCampbell, Vice-Chairman

Tom Broeker, Member

ATTEST: _____
Terri Johnson, Auditor

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Renae Welborn Employee #: 00787
Title: Clerk II 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

18 month anniversary

Previous Rate \$33,670.61 New Rate \$34,856.11
Previous Job Title: (if changed) _____
Effective Date: October 12, 2022

Authorized by: Natalie Steffener Department: Recorder Date: 10/3/2022
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Thomas Watznauer Employee # : 0303
Title: Maintenance Department: Secondary Roads

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 _____

Final Termination Date 10-11-22 at 3:30 p.m.
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LAY OFF

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

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

SALARY ADJUSTMENT

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

Previous Rate _____ New Rate _____

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

Authorized by:  Department: Secondary Roads Date: 10-11-22
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

DATE: October 3, 2022

[illegible]

THE REVENUE LISTED ABOVE WAS RECEIVED FROM _____

BY _____

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION _____

DES MOINES CO TREASURER

DATE : 10/3/2022 1:36 PM
OPER : 3-Julie
TKBY : Julie Howe
TERM : 3
REC# : R00409230

400 Miscellaneous Receipt	18639.85
DMC RECORDER OFFICE	18639.85
AFFIDAVITS & ARTICLES	535.00
0001-1-07-8110-400010	-535.00
CONTRACTS	280.00
0001-1-07-8110-400015	-280.00
DEEDS	1645.00
0001-1-07-8110-400020	-1645.00
EASEMENTS	250.00
0001-1-07-8110-400025	-250.00
MISCELLANEOUS	555.00
0001-1-07-8110-400030	-555.00
MORTGAGES	7345.00
0001-1-07-8110-400035	-7345.00
PLATS	130.00
0001-1-07-8110-400040	-130.00
TAX LIENS-ST OF IA	25.00
0001-1-07-8110-400045	-25.00
TRADE NAMES	25.00
0001-1-07-8110-400050	-25.00
FIN STMTS FIXTURE FILING	160.00
0001-1-07-8110-400055	-160.00
SNOWMOBILE TITLE & LIENS-DNR	185.00
0001-1-07-8110-401000	-185.00
BOAT LIEN	20.00
0001-1-07-8110-402000	-20.00
BOAT/SNOW WRITING FEES	161.25
0001-1-07-8110-403000	-161.25
HUNT/FISH WRITING FEES	26.00
0001-1-07-8110-403001	-26.00
REVENUE STAMPS	3539.28
0001-1-07-8110-404000	-3539.28
TRANSFER FEES - AUDITOR	840.00
0001-1-07-8110-410000	-840.00
VITAL RECORDS	1484.00
0001-1-07-8110-413000	-1484.00
OTHER MISC FEES & COPIES	834.45
0001-1-07-8110-550000	-834.45
RECORDER'S REC MGT FEE	478.00
0024-1-07-8110-414000	-478.00
TRB - INT ON CK'G	0.87
0001-1-07-8110-600000	-0.87
REC'S NON-REF OVER PYMT	41.00
0001-4-99-9030-822000	-41.00
DNR - BOAT TITLE FEE	80.00
0027-1-22-6110-412000	-80.00

Paid By:DMC RECORDER OFFICE
2-Check 18639.85 REF:4970

APPLIED	18639.85
TENDERED	18639.85
CHANGE	0.00

MISCELLANEOUS RECEIPTS TO TREASURER

DATE: October 3, 2022 _____

<u>DOC NO.</u>	<u>PAID BY/DESCRIPTION</u>		<u>ACCOUNT NO.</u>	<u>AMOUNT</u>	<u>ACCURE DATE</u>
1636	Public - Affidavits & Articles of Inc	AA	0001-1-07-8110-400010	\$535.00	9/30/2022
"	Public - Contracts	CT	0001-1-07-8110-400015	\$280.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,645.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$250.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$555.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$7,345.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$130.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$25.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$25.00	"
"	Public - Fin. Stmts - Fixture Filings	FSF	0001-1-07-8110-400055	\$160.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$185.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$20.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$161.25	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$26.00	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$3,539.28	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$840.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,484.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$834.45	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$478.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$0.87	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$41.00	"
"	DNR - Boat Title Fee	BT	0027-1-22-6110-412000	\$80.00	
	Public - County UTV Permit	CAP	0001-1-07-8110-407000	\$0.00	"

TOTAL \$18,639.85

THE REVENUE LISTED ABOVE WAS RECEIVED FROM THE RECORDER'S DEPARTMENT.

BY _____
INITIALS

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION: _____

October 4th, 2022

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, October 4th, 2022, with Chairman 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.

Agenda item 5(F)(4) was removed. Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Meet with Department Heads: Auditor Terri Johnson gave an election update. The number of absentee ballot request forms received for ballots to be mailed has reached 1,290. The first day the office is allowed to mail the absentee ballots is October 19th. October 24th is the last day to pre-register and the last day to request a ballot to be mailed for the November Election. November 7th is the last day to vote absentee in person at the Auditor's Office. IT Director Colin Gerst reported the office is busy. Sheriff Kevin Glendening stated the jail population is over 100. He gave an update on the new Motorola system being installed. Some training has been received and the new system will go live in March. The application process for the Office Administrative Assistant position has closed and they have received a good pool of applicants. As for current deputy positions, they have extended a conditional offer and will open the process again to fill two positions that will be open at the end of the year. Land Use Administrator Zach James stated their office is busy and going well. They will be working on the Wind & Solar Ordinance soon and discussed the Needs Assessment project. A public hearing needs to be set to review the airport ordinance amendment. Conservation Director Chris Lee stated Saturday, October 8th is the Big Halloween event at the Big Hollow Park. There will be food trucks, a band, hayrack rides, etc. Next Thursday, Oct 13th is "Pints for Parks" event at Parkside Brewery to celebrate Conservations 60 years. County Attorney Lisa Schaefer stated her office is busy. County Recorder Natalie Steffener reported her office is working on getting certified to process passports as the Auditor's Office ceased being a passport agent on September 30th. County Engineer Brian Carter reported work on the Hwy 99 Dry Branch Creek bridge should start soon. At times Hwy 99 will be reduced to one lane. The 115th Ave. project is done. They are currently advertising for a motor grader position. Deputy Auditor/Payroll Sara doty stated she is keeping busy. Safety Director Angela Vaughan stated everything is going well. Public Health Administrator Christa Poggemiller reported her office is busy. The Omicron vaccine is available for adults on Thursdays from 8:30 am to 4:00pm. Flu vaccine is available during clinics held on Tuesday and Thursdays from 8:30am to 4:00 pm by appointment or walk-in. Maintenance Director Rodney Bliesener reported a lot is going on and they are busy.

Correspondence. Supervisor Broeker received a memo from the Iowa County Recorders Association regarding third parties charging for Military records. The ICRA wanted to make all veterans aware that recording or requesting military records is always free of charge for veterans. Please remember to always contact your local County Recorder for assistance recording or requesting military records.

Payroll Reimbursement Claims in the amount of \$485.36 and non-cash taxable in the amount of \$113.57 was presented. McCampbell made a motion to approve and seconded by Broeker.

Accounts Payable Claims in the amount of \$770,139.13 was presented. McCampbell made a motion to approve and seconded by Broeker.

The City of Burlington submitted nineteen (19) tax abatement requests totaling \$2,538.00 for properties they currently own. Broeker motioned to approve all nineteen requests and seconded by McCampbell.

Conservation Director Chris Lee presented the Des Moines County Conservation FY21-22 Annual Report. The report can also be found on the Conservation page of the county website.

Class C Liquor License for the Hopper Wedding on 10/15 at Barn of the Ridge was presented. Broeker motioned to approve and seconded by McCampbell.

Personnel Actions: Auditor – Teresa Hicks, Temporary Part-Time Clerk to assist with General Election. New rate is \$11.00 hr., effective 10/17 and will end 11/7. Broeker motioned to approve and seconded by McCampbell. Conservation – Jacklyn Goodman, Part-Time Naturalist. New rate \$17.00 hr., effective date 10/1. McCampbell motioned to approve and seconded by Broeker. Local Health – Stefanie Gall, Health Promotion Coordinator. Unpaid time off for 20.15 hr. from 9/27 – 9/29. Broeker motioned to approve and seconded by McCampbell.

2022 Reports received and filed in the Auditor's Office: Jail Stats, August 2022 and Veterans Affairs, September

McCampbell motioned to approve the September 27th, 2022 meeting minutes and seconded by Broeker.

Future agenda item – SEIRPC requested a work session on the Wind and Solar Ordinance in a couple of weeks.

Meeting was adjourned at 9:34 AM.

Following the meeting two work sessions were held. The first work session was with the Asst. County Attorney, Public Health Administrator, County Engineer, Sheriff, Maintenance Supervisor and Land Use Administrator to discuss a nuisance ordinance. A rough draft will be distributed for review and discussed at a future work session. The second work session was a project tour with the County Engineer.

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

Jim Cary, Chair

Attest: Terri Johnson, Auditor