

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, September 17<sup>th</sup>, 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@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. Accounts Payable Claims
  - B. Payroll Reimbursement Claims
  - C. Resolution #2024-046 Great River Housing Trust Fund Local Match
  - D. Abatement of Property Taxes for City of West Burlington
  - E. Resignation from the Des Moines County Conservation Board
  - F. Appointment to Concordia Township Trustee
  - G. IDOT Federal-aid Agreement for BHOS-CO29(94)—5N-29, for bridge FR-14
  - H. IDOT Federal-aid Agreement for BHOS-CO29(96)—63-29, for bridge PG-27
  - I. Canvass of 2024 Burlington Community School District Special Election
  - J. Personnel Actions:
    1. Conservation (1)
  - K. Minutes for Regular Meeting on September 10<sup>th</sup>, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions Following the Meeting:

BOS / County Engineer

RE: Project Tour

## RESOLUTION NO. 2024-046

A RESOLUTION AUTHORIZING DES MOINES COUNTY TO FINANCIALLY SUPPORT THE GREAT RIVER HOUSING TRUST FUND FOR FISCAL YEAR 2026

**WHEREAS**, that said Des Moines County is a duly recognized governing body acting under the laws of the State of Iowa; and,

**WHEREAS**, that said Des Moines County in assisting this regional development activity will sustain a viable housing program for the entire region; and,

**WHEREAS**, Des Moines County is a member of the Great River Housing Trust Fund, a regional housing nonprofit corporation that assists low- and moderate-income households in the region; and,

**WHEREAS**, Des Moines County residents and businesses have benefitted economically through sustained taxes and supply purchasing through the Great River Housing Trust Fund's programs;

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE DES MOINES COUNTY BOARD OF SUPERVISORS THAT:**

Des Moines County will contribute \$12,500 cash match to the Great River Housing Trust Fund in Fiscal Year 2026 thus benefiting low to moderate income households in the county and the region.

PASSED and APPROVED this \_\_\_\_ day of September 2024.

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Tom Broeker, Chair

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Shane McCampbell, Supervisor

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Jim Cary, Supervisor



September 4, 2024

Des Moines County Supervisors  
PO Box 784  
Burlington, IA 52601

RE: Abatement of Property Taxes

On July 25, 2023, the City of West Burlington acquired parcels #10-35-251-001 (Lot B) and #10-35-202-006 (Lot F), at closing the city received prorated taxes in the amount of \$267.22. Enclosed is a tax charge information sheet from the Des Moines Co Treasurer's Office showing payment of the prorated taxes received for these parcels in the amount of \$267.22.

Also, on September 14, 2023, the City of West Burlington acquired parcel #10-35-252-014 (Lot M) from Westland Mall Realty Holding LLC, at closing the city didn't receive any prorated taxes as this was a donated Right of Way parcel.

The City is requesting an abatement of all property taxes against these parcels due for 2023.

These lots are used for the Gear Avenue Trail, and the city is not generating any income from them.

Please contact me if you have any questions regarding this matter.

Sincerely,

*Angela K. Moore*

Angela K. Moore  
Finance Manager

Enclosures:

- Tax Charge Information Sheet
- Settlement Statement
- Offer to Donate Agreement

1.) 10-35-251-001  
2023 RE base taxes \$ 116.00

2.) 10-35-202-006  
2023 RE base taxes \$ 118.78

3.) 10-35-252-014  
2023 RE base taxes \$ 1,068.00

*Total: \$ 1,302.78*





Des Moines County - Treasurer  
PO Box 248  
Burlington, IA 52601  
(319) 753-8252

## Tax Charge Information Sheet

Amount Due if Paid By: 09/30/2024

CITY OF WEST BURLINGTON IOWA  
122 BROADWAY ST  
WEST BURLINGTON, IA 52655-1230

|   |             |                    |             |  |                          |                     |                          |                         |                   |
|---|-------------|--------------------|-------------|--|--------------------------|---------------------|--------------------------|-------------------------|-------------------|
| <b>Parcel Number:</b> 10-35-202-006   |             |                    |             | <b>Situs:</b>  |                          |                     |                          |                         |                   |
| <b>Owner:</b> CITY OF WEST BURLINGTON IOWA  |             |                    |             | <b>Legal:</b> WEST BURLINGTON WESTLAND MALL PLAT TWO LOT:F |                          |                     |                          |                         |                   |
| <b>Taxes Due</b>  |             |                    |             |  |                          |                     |                          |                         |                   |
| <b>Year</b>   | <b>Type</b> | <b>Bill Number</b> |             | <b>1st Half Tax</b>  | <b>1st Half Interest</b> | <b>2nd Half Tax</b> | <b>2nd Half Interest</b> | <b>Additional Costs</b> | <b>Total Due</b>  |
| 2023  | Tax         | 624109             |             | \$52.78  | \$0.00                   | \$66.00             | \$0.00                   | \$0.00                  | \$118.78          |
| <b>Payments</b>   |             |                    |             |  |                          |                     |                          |                         |                   |
| <b>Payor</b>  | <b>Date</b> | <b>Type</b>        | <b>Year</b> | <b>Bill Number</b>   | <b>1st Half Tax</b>      | <b>2nd Half Tax</b> | <b>Interest</b>          | <b>Additional Costs</b> | <b>Total Paid</b> |
| CITY OF WEST BURLING...   | 09/30/2023  | Tax                | 2022        | 583964   | \$70.00                  | \$70.00             | \$0.00                   | \$0.00                  | \$140.00          |
| CITY OF WEST BURLING...   | 08/06/2024  | Tax                | 2023        | 624109   | \$13.22                  | \$0.00              | \$0.00                   | \$0.00                  | \$13.22           |
| <b>Total Payments For Parcel Number 10-35-202-006 from 07/01/2023 through 09/04/2024:</b> |             |                    |             |  |                          |                     |                          |                         | <b>\$153.22</b>   |

|   |            |             |              |  |              |                   |                  |                  |
|---|------------|-------------|--------------|--|--------------|-------------------|------------------|------------------|
| <b>Parcel Number:</b> 10-35-251-001   |            |             |              | <b>Situs:</b>  |              |                   |                  |                  |
| <b>Owner:</b> CITY OF WEST BURLINGTON IOWA  |            |             |              | <b>Legal:</b> SECTION:35 TOWNSHIP:70 RANGE:3 LOT B WEST BURLINGTON |              |                   |                  |                  |
| <b>Taxes Due</b>  |            |             |              |  |              |                   |                  |                  |
| Year  | Type       | Bill Number | 1st Half Tax | 1st Half Interest  | 2nd Half Tax | 2nd Half Interest | Additional Costs | Total Due        |
| 2023  | Tax        | 610530      | \$58.00      | \$0.00   | \$58.00      | \$0.00            | \$0.00           | \$116.00         |
| <b>Payments</b>   |            |             |              |  |              |                   |                  |                  |
| Payor   | Date       | Type        | Year         | Bill Number  | 1st Half Tax | 2nd Half Tax      | Interest         | Additional Costs |
| CITY OF WEST BURLING...   | 11/20/2023 | Tax         | 2022         | 572317   | \$56.00      | \$56.00           | \$2.00           | \$0.00           |
| <b>Total Payments For Parcel Number 10-35-251-001 from 07/01/2023 through 09/04/2024:</b> |            |             |              |  |              |                   |                  | <b>\$114.00</b>  |

### Tax Charge Summary for 2 Parcels

**Total Unpaid Charges:**  
First Half Due: \$110.78  
Second Half Due: \$124.00  
**Total Due: \$234.78**

**Grand Total Unpaid: \$234.78**  
**Total Payment From 07/01/2023 Through 09/04/2024: \$267.22**



|  |                  |   |                  |
|--|------------------|---|------------------|
| <b>A.</b><br><b>U.S. DEPARTMENT OF HOUSING &amp; URBAN DEVELOPMENT</b><br><br><b>SETTLEMENT STATEMENT</b>  |                  | <b>B. TYPE OF LOAN:</b><br>1. <input type="checkbox"/> FHA    2. <input type="checkbox"/> FmHA    3. <input type="checkbox"/> CONV. UNINS.    4. <input type="checkbox"/> VA    5. <input type="checkbox"/> CONV. INS.<br>6. FILE NUMBER: SE8594<br>7. LOAN NUMBER:<br>8. MORTGAGE INS CASE NUMBER: |                  |
| <b>C. NOTE:</b> <i>This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "[POC]" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.</i><br><div style="text-align: right; font-size: small;">1.0 3/98 (QTY OF WB.PFD)SE8594(1)</div> |                  |   |                  |
| <b>D. NAME AND ADDRESS OF BUYER:</b><br><br>City of West Burlington, Iowa<br>122 Broadway St.<br>West Burlington, IA 52655   |                  | <b>E. NAME AND ADDRESS OF SELLER:</b><br><br>Seena Enterprises, Inc.<br>2714 Bittersweet Pl.<br>Burlington, IA 52601  |                  |
| <b>G. PROPERTY LOCATION:</b><br>Lot B & F Westland Mall Plat Two Sub<br>West Burlington, IA 52655<br>Des Moines County, Iowa   |                  | <b>F. NAME AND ADDRESS OF LENDER:</b><br><br>CASH   |                  |
| <b>H. SETTLEMENT AGENT:</b> 81-4537260<br>Southeast Iowa Escrow Company<br><br><b>PLACE OF SETTLEMENT</b><br>321 N. 3rd St., Floor 2<br>Burlington, IA 52601   |                  | <b>I. SETTLEMENT DATE:</b><br><br>July 20, 2023   |                  |
| <b>J. SUMMARY OF BUYER'S TRANSACTION</b>   |                  | <b>K. SUMMARY OF SELLER'S TRANSACTION</b>   |                  |
| <b>100. GROSS AMOUNT DUE FROM BUYER:</b>   |                  | <b>400. GROSS AMOUNT DUE TO SELLER:</b>   |                  |
| 101. Contract Sales Price  | 22,000.00        | 401. Contract Sales Price   | 22,000.00        |
| 102. Personal Property   |                  | 402. Personal Property  |                  |
| 103. Settlement Charges to Buyer (Line 1400)   | 537.00           | 403.  |                  |
| 104.   |                  | 404.  |                  |
| 105.   |                  | 405.  |                  |
| <i>Adjustments For Items Paid By Seller in advance</i>   |                  | <i>Adjustments For Items Paid By Seller in advance</i>  |                  |
| 106. City/Town Taxes to  |                  | 406. City/Town Taxes to   |                  |
| 107. County Taxes to   |                  | 407. County Taxes to  |                  |
| 108. Assessments to  |                  | 408. Assessments to   |                  |
| 109.   |                  | 409.  |                  |
| 110.   |                  | 410.  |                  |
| 111.   |                  | 411.  |                  |
| 112.   |                  | 412.  |                  |
| <b>120. GROSS AMOUNT DUE FROM BUYER</b>  | <b>22,537.00</b> | <b>420. GROSS AMOUNT DUE TO SELLER</b>  | <b>22,000.00</b> |
| <b>200. AMOUNTS PAID BY OR IN BEHALF OF BUYER:</b>   |                  | <b>500. REDUCTIONS IN AMOUNT DUE TO SELLER:</b>   |                  |
| 201. Deposit or earnest money  |                  | 501. Excess Deposit (See Instructions)  |                  |
| 202. Principal Amount of New Loan(s)   |                  | 502. Settlement Charges to Seller (Line 1400)   | 1,754.40         |
| 203. Existing loan(s) taken subject to   |                  | 503. Existing loan(s) taken subject to  |                  |
| 204.   |                  | 504. Payoff First Mortgage  |                  |
| 205.   |                  | 505. Payoff Second Mortgage   |                  |
| 206.   |                  | 506.  |                  |
| 207.   |                  | 507.  |                  |
| 208.   |                  | 508.  |                  |
| 209.   |                  | 509.  |                  |
| <i>Adjustments For Items Unpaid By Seller</i>  |                  | <i>Adjustments For Items Unpaid By Seller</i>   |                  |
| 210. City/Town Taxes to  |                  | 510. City/Town Taxes to   |                  |
| 211. County Taxes to   |                  | 511. County Taxes to  |                  |
| 212. Assessments to  |                  | 512. Assessments to   |                  |
| 213. Prorated Taxes 07/01/22 to 07/20/23   | 267.22           | 513. Prorated Taxes 07/01/22 to 07/20/23  | 267.22           |
| 214.   |                  | 514.  |                  |
| 215.   |                  | 515.  |                  |
| 216.   |                  | 516.  |                  |
| 217.   |                  | 517.  |                  |
| 218.   |                  | 518.  |                  |
| 219.   |                  | 519.  |                  |
| <b>220. TOTAL PAID BY/FOR BUYER</b>  | <b>267.22</b>    | <b>520. TOTAL REDUCTION AMOUNT DUE SELLER</b>   | <b>2,021.62</b>  |
| <b>300. CASH AT SETTLEMENT FROM/TO BUYER:</b>  |                  | <b>600. CASH AT SETTLEMENT TO/FROM SELLER:</b>  |                  |
| 301. Gross Amount Due From Buyer (Line 120)  | 22,537.00        | 601. Gross Amount Due To Seller (Line 420)  | 22,000.00        |
| 302. Less Amount Paid By/For Buyer (Line 220)  | ( 267.22 )       | 602. Less Reductions Due Seller (Line 520)  | ( 2,021.62 )     |
| <b>303. CASH ( X FROM ) ( TO ) BUYER</b>   | <b>22,269.78</b> | <b>603. CASH ( X TO ) ( FROM ) SELLER</b>   | <b>19,978.38</b> |



# L. SETTLEMENT CHARGES

|  |       |                                    |      |             |          |  |   |
|--|-------|------------------------------------|------|-------------|----------|--|---|
| <b>700. TOTAL COMMISSION Based on Price</b>  |       | \$                                 | @    | %           | 1,000.00 |  |   |
| <i>Division of Commission (line 700) as Follows:</i>                                     |       |                                    |      |             |          |  |   |
| 701. \$ 1,000.00   | to    | ReMax Real Estate Specialists      |      |             |          | PAID FROM<br>BUYER'S<br>FUNDS AT<br>SETTLEMENT | PAID FROM<br>SELLER'S<br>FUNDS AT<br>SETTLEMENT |
| 702. \$  | to    |                                    |      |             |          |  |   |
| 703. Commission Paid at Settlement   |       |                                    |      |             |          |  | 1,000.00  |
| 704.   | to    |                                    |      |             |          |  |   |
| <b>800. ITEMS PAYABLE IN CONNECTION WITH LOAN</b>  |       |                                    |      |             |          |  |   |
| 801. Loan Origination Fee  | %     | to                                 |      |             |          |  |   |
| 802. Loan Discount   | %     | to                                 |      |             |          |  |   |
| 803. Appraisal Fee   |       | to                                 |      |             |          |  |   |
| 804. Credit Report   |       | to                                 |      |             |          |  |   |
| 805. Lender's Inspection Fee   |       | to                                 |      |             |          |  |   |
| 806. Mortgage Ins. App. Fee  |       | to                                 |      |             |          |  |   |
| 807. Assumption Fee  |       | to                                 |      |             |          |  |   |
| 808.   |       |                                    |      |             |          |  |   |
| 809.   |       |                                    |      |             |          |  |   |
| 810.   |       |                                    |      |             |          |  |   |
| 811.   |       |                                    |      |             |          |  |   |
| <b>900. ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE</b>                               |       |                                    |      |             |          |  |   |
| 901. Interest From   | to    | @ \$                               | /day | (           | days     | %)   |   |
| 902. Mortgage Insurance Premium  | for   | months                             | to   |             |          |  |   |
| 903. Hazard Insurance Premium  | for   | 1.0 years                          | to   |             |          |  |   |
| 904.   |       |                                    |      |             |          |  |   |
| 905.   |       |                                    |      |             |          |  |   |
| <b>1000. RESERVES DEPOSITED WITH LENDER</b>  |       |                                    |      |             |          |  |   |
| 1001. Hazard Insurance   |       | @ \$                               | per  |             |          |  |   |
| 1002. Mortgage Insurance   |       | @ \$                               | per  |             |          |  |   |
| 1003. City/Town Taxes  |       | @ \$                               | per  |             |          |  |   |
| 1004. County Taxes   |       | @ \$                               | per  |             |          |  |   |
| 1005. Assessments  |       | @ \$                               | per  |             |          |  |   |
| 1006.  |       | @ \$                               | per  |             |          |  |   |
| 1007.  |       | @ \$                               | per  |             |          |  |   |
| 1008.  |       | @ \$                               | per  |             |          |  |   |
| <b>1100. TITLE CHARGES</b>   |       |                                    |      |             |          |  |   |
| 1101. Settlement or Closing Fee  | to    | Southeast Iowa Escrow Company      |      |             |          | 150.00   | 150.00  |
| 1102. Abstract or Title Search   | to    | Des Moines County Abstract & Title |      |             |          | 90.00  | 470.00  |
| 1103. Title Examination  | to    | Hirsch Law Firm                    |      |             |          | 280.00   |   |
| 1104. Title Insurance Binder   | to    |                                    |      |             |          |  |   |
| 1105. Document Preparation   | to    | Timothy J. Werner                  |      |             |          |  | 100.00  |
| 1106. Notary Fees  | to    |                                    |      |             |          |  |   |
| 1107. Attorney's Fees  | to    |                                    |      |             |          |  |   |
| <i>(includes above item numbers: )</i>   |       |                                    |      |             |          |  |   |
| 1108. Title Insurance  | to    |                                    |      |             |          |  |   |
| <i>(includes above item numbers: )</i>   |       |                                    |      |             |          |  |   |
| 1109. Lender's Coverage  | \$    |                                    |      |             |          |  |   |
| 1110. Owner's Coverage   | \$    |                                    |      |             |          |  |   |
| 1111.  |       |                                    |      |             |          |  |   |
| 1112.  |       |                                    |      |             |          |  |   |
| 1113.  |       |                                    |      |             |          |  |   |
| <b>1200. GOVERNMENT RECORDING AND TRANSFER CHARGES</b>                                   |       |                                    |      |             |          |  |   |
| 1201. Recording Fees: Deed \$  | 17.00 | ; Mortgage \$                      |      | Releases \$ |          | 17.00  |   |
| 1202. City/County Tax/Stamps: Deed   |       | ; Mortgage                         |      |             |          |  |   |
| 1203. State Tax/Stamps: Revenue Stamps   | 34.40 | ; Mortgage                         |      |             |          |  | 34.40   |
| 1204.  |       |                                    |      |             |          |  |   |
| 1205.  |       |                                    |      |             |          |  |   |
| <b>1300. ADDITIONAL SETTLEMENT CHARGES</b>   |       |                                    |      |             |          |  |   |
| 1301. Survey   | to    |                                    |      |             |          |  |   |
| 1302. Pest Inspection  | to    |                                    |      |             |          |  |   |
| 1303.  |       |                                    |      |             |          |  |   |
| 1304.  |       |                                    |      |             |          |  |   |
| 1305.  |       |                                    |      |             |          |  |   |
| <b>1400. TOTAL SETTLEMENT CHARGES (Enter on Lines 103, Section J and 502, Section K)</b> |       |                                    |      |             |          | 537.00   | 1,754.40  |

Certified to be a true copy.

**OFFER TO DONATE**

Project Name: GEAR AVENUE TRAIL EXTENSION

Project Number: TAP-U-8255(611)—8I-29

Parcel Number/Name: WESTLAND MALL REALTY HOLDING LLC

**AGREEMENT TO DONATE RIGHT OF WAY REAL ESTATE  
AND TO WAIVE RIGHT TO APPRAISAL**

As the owner of real property needed for the above referenced project, and acknowledging the fact the undersigned is entitled to just compensation based upon the state's approved appraisal of the subject real estate, the undersigned nevertheless, desires to waive the right to an appraisal, and to donate the following described real estate, with respect to which the undersigned will execute a Warranty Deed:

Exhibit A to Warranty Deed (SCL 8.7.23)

This donation to the CITY OF WEST BURLINGTON is made without any coercive action of any nature.

\_\_\_\_\_  
Signature(s) of Owner(s) 8/15/23  
Date

**AGREEMENT TO DONATE TEMPORARY CONSTRUCTION EASEMENT  
AND TO WAIVE RIGHT TO APPRAISAL**

As the owner of real property needed for the above referenced project, and acknowledging the fact the undersigned is entitled to just compensation based upon the state's approved appraisal of the subject real estate, the undersigned nevertheless, desires to waive the right to an appraisal, and to donate a temporary construction easement with respect to the following described real estate, with respect to which the undersigned will execute a temporary construction easement:

Exhibit A to TCE (SCL 8.7.23)

This donation to the CITY OF WEST BURLINGTON is made without any coercive action of any nature.

\_\_\_\_\_  
Signature(s) of Owner(s) 8/15/23  
Date

*This section for internal use only and to be completed by the right of way acquisition agent.*

On 8/15/23, I offered FELIX REZNICK, who is/are the Owner of the  
WESTLAND MALL HOLDING LLC, an opportunity to donate right of way by:

☐ personal contact

☐ telephone

☒ letter

The offer was: ☐ accepted ☐ declined

*Ran Kato, Mayor*  
AGENT/REPRESENTATIVE



**Christine M. Horne**  
**Concordia Township Clerk**

4668 Summer St Burlington IA 52601-8985 319-669-6132  
[christine.horne@icloud.com](mailto:christine.horne@icloud.com)

September 6, 2024

Des Moines County Supervisors  
Des Moines County Courthouse  
513 N Main St  
Burlington IA 52601

RE: Concordia Township Trustee Nomination

Gentlemen:

This letter is to recommend the appointment of the following person to serve as a Concordia Township Trustee for a three-year term, beginning on July 1, 2024:

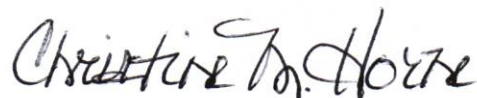
Lindsay Fruehling  
6093 Madison Ave  
Burlington IA 52601-9055  
319-759-2039  
[lindsayf@prughfuneral.com](mailto:lindsayf@prughfuneral.com)

I have talked to Lindsay about the position, and she is willing to serve if appointed.

I am still looking for another person to fill the second open Concordia Township Trustee position, and will notify you when I find someone who is willing to serve.

If you have any questions or need further information, please feel free to contact me.

Sincerely,



Christine M. Horne, Township Clerk

**IOWA DEPARTMENT OF TRANSPORTATION  
Federal-aid Agreement  
for a County Highway Bridge Program Project**

RECIPIENT: Des Moines County

Project No: BHS-C029(93)--63-29

Iowa DOT Agreement No: 5-24-HBP-S-025

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the Des Moines County, Iowa (hereinafter referred to as the RECIPIENT) and the Iowa Department of Transportation (hereinafter referred to as the DEPARTMENT). Iowa Code Sections 306A.7 and 307.44 provide for the RECIPIENT and the DEPARTMENT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

The Bridge Formula Program (BFP) and the Surface Transportation Block Grant (STBG) Program make Federal funds available for replacement or rehabilitation of highway bridges on public roads on and off the Federal-aid System. A portion of BFP or STBG funds have been set aside for this purpose and designated as the County Highway Bridge Program (HBP). In the event Highway Infrastructure Program (HIP) funding is available, it may be included for this same purpose.

Pursuant to the terms of this agreement, applicable statutes, and 761 Iowa Administrative Code (IAC) Chapter 161, the DEPARTMENT agrees to provide County HBP funding to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The RECIPIENT shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The DEPARTMENT's contact person will be the Local Systems Project Development Engineer, Jenifer Bates, and the Local Systems Eastern Region Field Engineer, Dillon Feldmann. The RECIPIENT's contact person shall be the County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following bridge project:
  - A. FHWA Structure Number: 143945
  - B. Location: On Danville Road over Flint Creek, S22 T71 R4
  - C. Preliminary Estimated Total Eligible Construction Costs: \$1,000,000
4. The eligible project construction limits shall include the bridge plus grading and/or paving to reach a "touchdown point" determined by the DEPARTMENT. Within the eligible project construction limits, eligible project activities will be limited to actual construction costs.
5. Costs associated with work outside the eligible project construction limits, routine maintenance activities, operations, and monitoring expenses are not eligible. In addition, administrative costs, engineering, inspection, legal, right of way, utility relocations, activities necessary to comply with Federal and State environmental or permit requirements, and fees or interest associated with bonds or loans are not eligible.
6. 100% of the eligible construction project costs incurred after the effective date of this agreement shall be paid from County HBP funds. The RECIPIENT shall pay 100% of the non-eligible project costs. Reimbursed costs will be limited to County HBP funds that are made available to counties through the HBP Funds outlined in 761 Iowa Administrative Code, Chapter 161 and Local Systems Instructional Memorandum (I.M.) 1.100 in place at the time of this agreement being fully executed.
7. The RECIPIENT shall pay for all project costs not reimbursed with Highway Bridge Program funds.



8. The RECIPIENT shall let the project for bids through the DEPARTMENT.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
11. Responsibility for compliance with the Federal and State laws, regulations, policies, or procedures required by this agreement is not assignable without the prior written consent of the DEPARTMENT.
12. The project shall be let to contract within 3 years of the date this agreement is approved by the DEPARTMENT. If not, this agreement may become null and void, unless the RECIPIENT submits a written request for extension to the DEPARTMENT at least 30 days prior to the 3-year deadline. If approved, this agreement may be extended for a period of time as determined by the DEPARTMENT, but not less than 6 months.
13. This agreement and the attached Exhibit 1 constitute the entire agreement between the DEPARTMENT and the RECIPIENT concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the DEPARTMENT and the RECIPIENT.

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement as of the date shown opposite its signature below.

RECIPIENT: Des Moines County

This agreement was approved by official action of the Des Moines County Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, Board of Supervisors



IOWA DEPARTMENT OF TRANSPORTATION  
Transportation Development Division

By \_\_\_\_\_  
Dillon Feldmann, P.E.  
Local Systems Field Engineer  
Eastern Region

Date \_\_\_\_\_

**IOWA DEPARTMENT OF TRANSPORTATION  
Federal-aid Agreement  
for a County Highway Bridge Program Project**

RECIPIENT: Des Moines County

Project No: BHOS-C029(94)--5N-29

Iowa DOT Agreement No: 5-24-HBP-S-027

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the Des Moines County, Iowa (hereinafter referred to as the RECIPIENT) and the Iowa Department of Transportation (hereinafter referred to as the DEPARTMENT). Iowa Code Sections 306A.7 and 307.44 provide for the RECIPIENT and the DEPARTMENT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

The Bridge Formula Program (BFP) and the Surface Transportation Block Grant (STBG) Program make Federal funds available for replacement or rehabilitation of highway bridges on public roads on and off the Federal-aid System. A portion of BFP or STBG funds have been set aside for this purpose and designated as the County Highway Bridge Program (HBP). In the event Highway Infrastructure Program (HIP) funding is available, it may be included for this same purpose.

Pursuant to the terms of this agreement, applicable statutes, and 761 Iowa Administrative Code (IAC) Chapter 161, the DEPARTMENT agrees to provide County HBP funding to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The RECIPIENT shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The DEPARTMENT's contact person will be the Local Systems Project Development Engineer, Jenifer Bates, and the Local Systems Eastern Region Field Engineer, Dillon Feldmann. The RECIPIENT's contact person shall be the County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following bridge project:
  - A. FHWA Structure Number: 143200
  - B. Location: North Gear Avenue over Flint Creek, S23 T70 R3
  - C. Preliminary Estimated Total Eligible Construction Costs: \$1,020,000
4. The eligible project construction limits shall include the bridge plus grading and/or paving to reach a "touchdown point" determined by the DEPARTMENT. Within the eligible project construction limits, eligible project activities will be limited to actual construction costs.
5. Costs associated with work outside the eligible project construction limits, routine maintenance activities, operations, and monitoring expenses are not eligible. In addition, administrative costs, engineering, inspection, legal, right of way, utility relocations, activities necessary to comply with Federal and State environmental or permit requirements, and fees or interest associated with bonds or loans are not eligible.
6. 100% of the eligible construction project costs incurred after the effective date of this agreement shall be paid from County HBP funds. The RECIPIENT shall pay 100% of the non-eligible project costs. Reimbursed costs will be limited to County HBP funds that are made available to counties through the HBP Funds outlined in 761 Iowa Administrative Code, Chapter 161 and Local Systems Instructional Memorandum (I.M.) 1.100 in place at the time of this agreement being fully executed.
7. The RECIPIENT shall pay for all project costs not reimbursed with Highway Bridge Program funds.



8. The RECIPIENT shall let the project for bids through the DEPARTMENT.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
11. Responsibility for compliance with the Federal and State laws, regulations, policies, or procedures required by this agreement is not assignable without the prior written consent of the DEPARTMENT.
12. The project shall be let to contract within 3 years of the date this agreement is approved by the DEPARTMENT. If not, this agreement may become null and void, unless the RECIPIENT submits a written request for extension to the DEPARTMENT at least 30 days prior to the 3-year deadline. If approved, this agreement may be extended for a period of time as determined by the DEPARTMENT, but not less than 6 months.
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\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, Board of Supervisors



IOWA DEPARTMENT OF TRANSPORTATION  
Transportation Development Division

By \_\_\_\_\_  
Dillon Feldmann, P.E.  
Local Systems Field Engineer  
Eastern Region

Date \_\_\_\_\_, \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Marcus Nack Employee # : \_\_\_\_\_  
Title: Environmental Education Manager Department: Conservation

## 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

30 Month step increase.

Previous Rate \$55,036.80 New Rate \$56,259.84  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: September 19, 2024

Authorized by: Chris Lee Department: Conservation Date: 09/10/2024  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: 09/27/2024 Payroll Date: 10/04/2024



**STATE OF IOWA**  
**ABSTRACT OF VOTES**

**Des Moines County, Iowa**

We, the undersigned Members of the Board of Supervisors and ex-officio County Board of Canvassers for this County, do hereby certify the following to be a true and correct abstract of the votes cast in this County at the 2024 SPECIAL ELECTION Election held on the 10th day of September, 2024, as shown by the tally lists returned from the several election precincts.

**For the public measure**

PUBLIC MEASURE A - BURLINGTON COMMUNITY SCHOOL DISTRICT PHYSICAL PLANT & EQUIPMENT LEVY

SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?

**Des Moines**

**For the question, there were:** Five hundred thirty-eight (538) votes

**Against the question, there were:** Four hundred thirty-six (436) votes

**TOTAL** Nine hundred seventy-four (974) votes

**We therefore declare the public measure "SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?" to be adopted.**

**GRAND TOTAL** Nine hundred seventy-four (974) votes

**IN TESTIMONY WHEREOF,** we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors.

Done at Burlington the county seat of Des Moines County, this 17th day of September, 2024.

(Seal) \_\_\_\_\_  
Chairperson  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Members of the Board  
of Supervisors and  
ex-officio County  
Board of Canvassers

Attest: \_\_\_\_\_  
County Auditor and Clerk of the Board of Supervisors

## Official Results Report

Election : 2024 SPECIAL ELECTION-09-10-2024 Party : All

**Official Measures Result**

**Measure Name:** A-PUBLIC MEASURE A - BURLINGTON  
COMMUNITY SCHOOL DISTRICT  
PHYSICAL PLANT & EQUIPMENT LEVY

| Precinct                         | Voted Yes | Voted No | Total |
|----------------------------------|-----------|----------|-------|
| Absentee Precinct                | 45        | 38       | 83    |
| BETHANY LUTHERAN CHURCH          | 101       | 92       | 193   |
| DIVINE MERCY PARISH CENTER       | 0         | 3        | 3     |
| FIRST CHURCH OF THE NAZARENE     | 90        | 78       | 168   |
| HARMONY BIBLE CHURCH             | 44        | 30       | 74    |
| JAMES MADISON EDUCATIONAL CENTER | 51        | 42       | 93    |
| MIDDLETOWN CITY HALL             | 19        | 30       | 49    |
| OAK STREET BAPTIST CHURCH        | 158       | 101      | 259   |
| OPTIMAE LIFE SERVICES            | 30        | 22       | 52    |
| <b>Grand Total:</b>              | 538       | 436      | 974   |



September 10, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, September 10, 2024, with Chair Tom Broeker, 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 the Burlington Community School District Election is taking place today. Polls will be open until 8:00 P.M. Absentee Ballot Request forms for the General Election are being accepted in the office. IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening reported the jail population is at 102. Maintenance Director Rodney Bliesener reported his office is busy. County Attorney Lisa Schaefer stated her office is busy. Assistant Land Use Administrator Jarred Lassiter has an item on the agenda. Conservation Director Chris Lee stated he has an agenda item and his crew remains busy. County Treasurer Janelle Nalley-Londquist reported her office is busy collecting property taxes and registering motor vehicles. Property taxes are due by close of business on September 30<sup>th</sup> without penalty. Emergency Management Director Shannon Prado reported she is busy. Safety Director Angela Vaughan stated she is busy. Public Health Director Christa Poggemiller reported it is immunization time. Covid vaccines are now available on Tuesday's from 8:30 AM – 4:00 PM, with a limited number of doses. Flu shots will also be available the same day and time beginning September 17<sup>th</sup>. County Engineer Brian Carter stated the crews are pouring the bridge deck on the Highway 99 bridge project today. Upper Flint is hoping to be poured next week.

No correspondence was received.

Approval of Resolution #2024-045 and Final Plat for Albert Vaughan Subdivision was presented. Assistant Land Use Administrator Jarred Lassiter spoke on this and recommended approval. McCampbell made motion to approve and was seconded by Broeker.

#### **INSERT RESOLUTION #2024-045**

Approval of County Rural Resident Fall Clean up dates have been presented. This will run from October 7<sup>th</sup> – December 14<sup>th</sup>. McCampbell made a motion to approve and was seconded by Broeker.

County Conservation Director Chris Lee presented his Annual Report.

Mississippi Valley Development Board held a presentation for the Board of Supervisors.

Reports –

Sheriff's Report of Fees Collected, August 2024  
Recorder's Report of Fees Collected, August 2024

Approval of Personnel Actions were presented. Local Health – Jennifer Hartman, Secretary, 3.79 hours unpaid time. McCampbell motioned to approve, seconded by Broeker. Treasurer – Jillian Allen, Clerk II MV, 18-month step increase. \$37,158.58 yearly effective 8/13. McCampbell made a motion to approve and was seconded by Broeker. Correctional Center – Kenyetta Rooks, Correctional Officer, 73.30 unpaid hours. McCampbell made a motion to approve and was seconded by Broeker.

McCampbell motioned to approve the September 3<sup>rd</sup>, 2024, regular meeting minutes and was seconded by Broeker.

McCampbell attended a Workforce Development meeting and a Conservation Board meeting.

The meeting was adjourned at 9:48 AM.

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

Tom Broeker, Chair  
Attest: Sara Doty, County Auditor