

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, December 10th, 2024** at 9:00 A.M. in the public meeting room at the Des Moines County Courthouse.

8:30 AM -Work Session: Board of Supervisors: Review of Weekly Business

PUBLIC NOTICE – the meeting can be viewed by live stream at <https://desmoinescounty.iowa.gov/live/> Anyone with questions during the meeting may email the Board of Supervisors at board@dmccounty.com OR call 319-753-8203, Ext 4

TENTATIVE AGENDA:

1. Pledge of Allegiance
2. Changes to Tentative Agenda
3. Meet with Department Heads / Elected Officials
4. Correspondence
5. Discussion / Vote:
 - A. Payroll Reimbursement Claims
 - B. Update on Happenings at Hope Haven
 - C. Mississippi Valley Workforce Development Board Funding Request
 - D. Resolution #2024-050 Iowa Public Information Board Acknowledgement
 - E. Resolution #2024-051 Establishing Emergency Medical Service District
 - F. Appoint Civil Engineer to Prepare Preliminary Plat for the Northern Des Moines County EMS District
 - G. Personnel Actions:
 1. Mental Health (1)
 2. Correctional Center (9)
 - H. Reports:
 1. Sheriff's Monthly Report of Fees Collected, November 2024
 2. Recorder's Monthly Report of Fees Collected, November 2024
 - I. Minutes for Regular Meeting on December 3rd, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions Following the Meeting:

BOS / IPIB

RE: Iowa Public Information Board Training

BOS / County Engineer

Re: Road Tour



Mississippi Valley Workforce Development Board

December 3rd, 2024

Re: Investing in Opportunity: Building Brighter Futures for Des Moines County Through Skillup Mississippi Valley

Dear Shane McCampbell,

The Mississippi Valley Workforce Development Board (MVWDB) is seeking Des Moines County Supervisor's support to continue the impactful work of our Skillup Mississippi Valley initiative in the upcoming program year. This innovative online program provides no-cost access to thousands of high-quality courses, enabling residents across our eight counties to gain valuable skills and industry-recognized credentials with no eligibility requirements.

Skillup Mississippi Valley offers over 7,000 courses, including more than 1,000 available in Spanish and Chinese, and the opportunity to prepare for over 130 industry-recognized credentials. Job seekers and employees can enhance their skills, while employers benefit from a more skilled workforce at no additional cost. This initiative is a vital resource for our community, especially for the most vulnerable, those facing barriers to employment or limited economic opportunities. By equipping residents with marketable skills, we are helping to reduce unemployment rates, boost household incomes, and strengthen the local economy.

The benefits extend to our employers as well, with access to a more qualified workforce that reduces recruitment and training costs and enhances productivity. Local industries are better positioned to remain competitive, ensuring economic growth and stability for Des Moines County.

Since its launch June 1, 2024, 75 residents from Des Moines County have already accessed Skillup Mississippi Valley to improve their job readiness and expand their career prospects. As we look to expand the program's impact for another year, we are asking each county to contribute a share based on local usage to date through November 30, and for Des Moines County this amount is \$4,273.50.

We would be grateful for the opportunity to discuss this further and answer any questions you may have about how your support directly benefits our community. We look forward to hearing from you and can be contacted by emailing mandy@mississippivalleyworkforce.org or by phone at 1-844-967-5365.

Thank you for considering this request to invest in our workforce. Together, we can continue building a skilled, resilient Mississippi Valley Workforce Area.

Sincerely,

Miranda Swafford

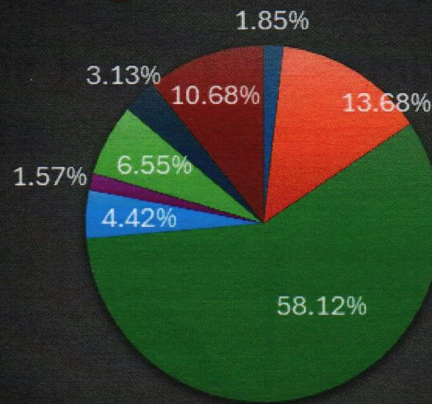
Executive Director

Mississippi Valley Workforce Development Board

SKILLUP MISSISSIPPI VALLEY IMPACT

June 1, 2024- November 30, 2024

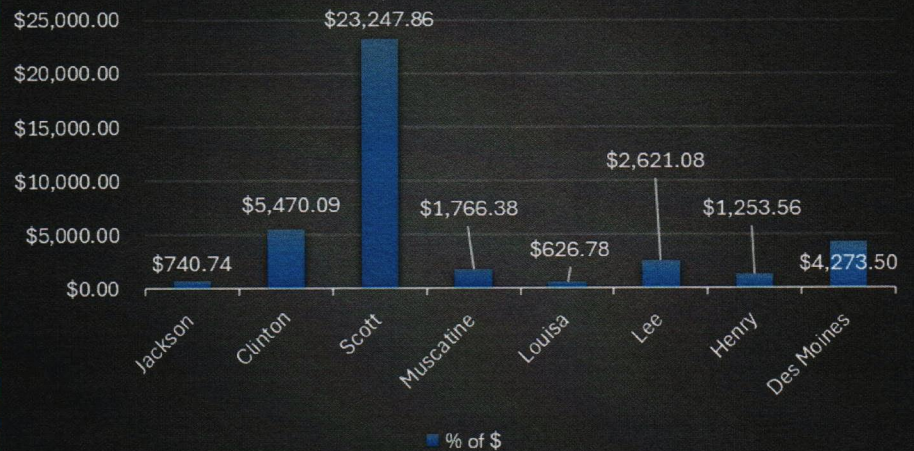
Total Registrations By County



Jackson Clinton Scott Muscatine
Louisa Lee Henry Des Moines

\$40.75/user

Cost Per County



Skillup Courses Started

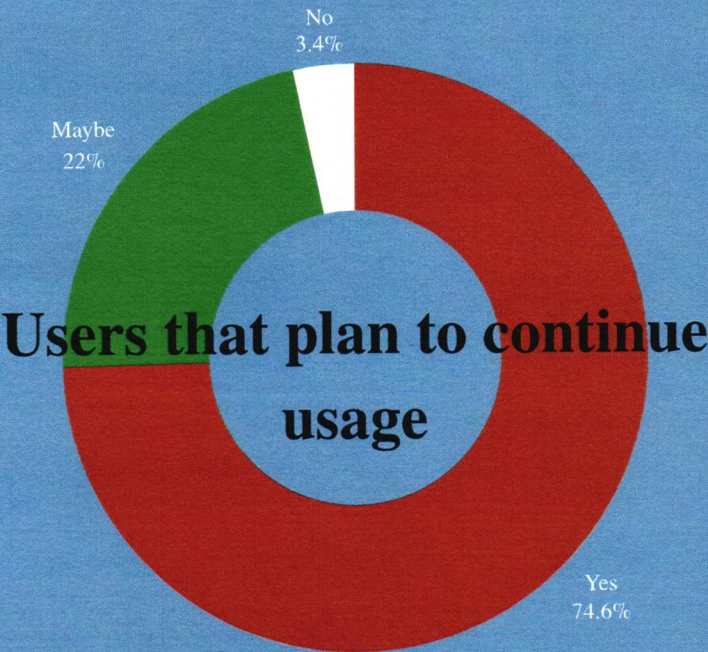


Skillup Course Completions



SKILLUP MISSISSIPPI VALLEY SURVEY RESULTS

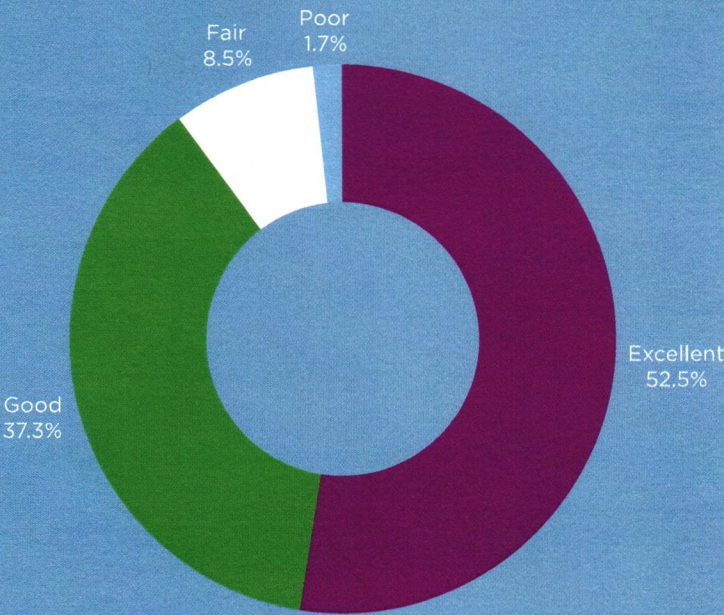
Users that would recommend Skillup



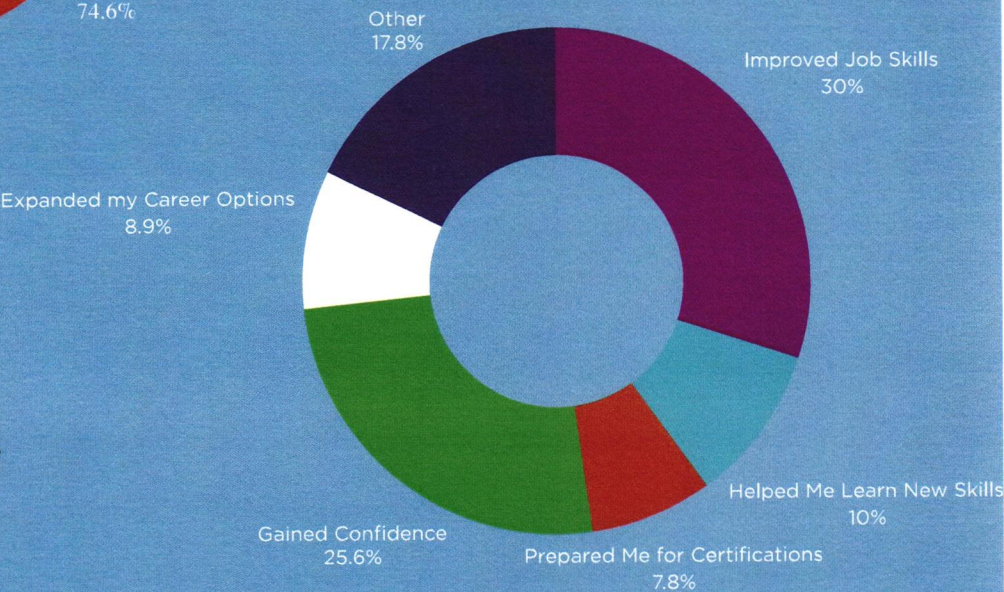
Learning Hours



Overall Experience Using Skillup Mississippi Valley



User Benefits



Resolution #2024-050

WHEREAS, The Des Moines County Board of Supervisors acknowledges the closed session on September 24, 2024, did not comply with the requirements for a closed session under Iowa Code Chapter 21.

NOW, THEREFORE, BE IT RESOLVED:

That the Des Moines County Board of Supervisors shall attend Iowa Public Information Board training on December 10, 2024.

APPROVED this 10th day of December, 2024

DES MOINES COUNTY
BOARD OF SUPERVISORS

Tom Broeker, Chairman

Jim Cary, Vice-Chairman

Shane McCampbell, Member

ATTEST: _____

Sara Doty, Auditor

RESOLUTION NO. 2024 – 051

A RESOLUTION ESTABLISHING EMERGENCY MEDICAL SERVICE DISTRICT

WHEREAS, a petition meeting the requirements of Iowa Code 357F was received on November 19, 2024; and,

WHEREAS, a public hearing meeting the requirements of Iowa Code 357F was held on December 3, 2024;

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

The Northern Des Moines County EMS District shall be established as proposed.

PASSED and APPROVED this 10th day of December 2024.

Tom Broeker, Chairman

Jim Cary, Vice-Chairman

Shane McCampbell, Member

ATTEST: _____

Sara Doty, Auditor

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Ken Hyndman

Employee # : _____

Title: Director/CDS

Department: _____

Community Services

STATUS CHANGES

TERMINATION

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

Last Day Worked December 20, 2024

Add Vacation Days _____ to _____

Add Sick Days _____ to _____

Add Other Days _____ to _____

Last Day Paid _____

Unpaid Days _____ to _____

Previous Title _____

Previous Dept _____

New Job Title _____

New Dept _____

Previous Rate _____ New Rate _____

Effective Transfer Date _____

Final Termination Date _____

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 _____

SALARY ADJUSTMENT

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

Dates of Absence _____ to _____

Does the employee Want

Health Insurance Continued ☐ Yes ☐ No

Does Employee Want Life

Insurance Continued ☐ Yes ☐ No

Previous Rate _____ New Rate _____

Previous Job Title: (if changed) _____

Effective Date: _____

Authorized by: Ken Hyndman

Department: Community Services

Date: 12-2-24

Authorized by: _____

Department: _____

Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Bryce Allan Wade 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 _____

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

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

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
☒ 77.11 Hours
☐ 80 Hours
☐ Anniversary
☐ Promotion

☐ Probationary
☐ Demotion
☐ Reduction
☐ Suspension
☐ Other, Explain _____

Previous Rate _____ New Rate \$48,614.34
Previous Job Title: (if changed) _____
Effective Date: December 19, 2024

Authorized by: [Signature] Department: Correctional Center Date: December 4, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: December 21, 2024 Payroll Date: December 27, 2024

Emailed Payroll: 12-04-24

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: James Pleasant Employee #: 00900
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

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

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

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

LEAVE OF ABSENCE

☐ 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

Authorized by: 
Authorized by: _____

Department: Correctional Center Date: December 3, 2024
Department: _____ Date: _____

Pay Period Ending: January 4, 2024 Payroll Date: January 10, 2025

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

LAY OFF

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

SALARY ADJUSTMENT

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

Promoted to Sergeant

Previous Rate \$54,336.04 New Rate \$64,517.27
Previous Job Title: (if changed) _____
Effective Date: January 1, 2025

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brad Koenig Employee #: 0770
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

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

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

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

LEAVE OF ABSENCE

☐ 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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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


LAY OFF

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

SALARY ADJUSTMENT

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

Previous Rate **\$56,101.97** New Rate **\$64,517.27**
Previous Job Title: (if changed) _____
Effective Date: **January 1, 2025**

Authorized by:  Department: Correctional Center Date: December 3, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: January 4, 2024 Payroll Date: January 10, 2025

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Joseph Dolph Employee #: 0669
Title: Sergeant Department: Correctional Center

STATUS CHANGES

TERMINATION

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

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

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

LEAVE OF ABSENCE

☐ 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

Authorized by: 
Authorized by: _____

Department: Correctional Center Date: December 3, 2024
Department: _____ Date: _____

Pay Period Ending: January 4, 2024 Payroll Date: January 10, 2025

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

LAY OFF

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

SALARY ADJUSTMENT

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

Previous Rate \$64,517.27 New Rate \$70,127.46
Previous Job Title: (if changed) _____
Effective Date: January 1, 2025

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Nicholas Jeffries Employee #: 00830
Title: Sergeant Department: Correctional Center

STATUS CHANGES

TERMINATION

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

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

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

LEAVE OF ABSENCE

☐ 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

Authorized by: 
Authorized by: _____

Department: Correctional Center Date: December 3, 2024
Department: _____ Date: _____

Pay Period Ending: January 4, 2024 Payroll Date: January 10, 2025

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

LAY OFF

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

SALARY ADJUSTMENT

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

Previous Rate \$64,517.27 New Rate \$70,127.46
Previous Job Title: (if changed) _____
Effective Date: January 1, 2025

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Addison Clayton Employee #: _____
Title: PT Cook's Assistant 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 _____
Promoted to PT Cook

Previous Rate **\$9.97** **New Rate** **\$16.00**
Previous Job Title: (if changed) **PT Assistant Cook**
Effective Date: **November 13, 2024**

Authorized by: *Douglas L. Smith* Department: Correctional Center Date: November 5, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: November 23, 2024 Payroll Date: November 29, 2024

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Rita Forquer Employee #: _____
Title: PT Cook's Assistant 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
Promoted to PT Cook

Previous Rate \$12.46 **New Rate** \$16.00

Previous Job Title: (if changed) PT Assistant Cook
Effective Date: November 13, 2024

Authorized by:  Department: Correctional Center Date: November 5, 2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: November 23, 2024 Payroll Date: November 29, 2024

Emailed Payroll: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: April Prosenick Employee #: _____
Title: PT Cook Department: Correctional Center

STATUS CHANGES

COPY

TERMINATION

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

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

Final Termination 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 _____

LAY OFF

LEAVE OF ABSENCE

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

SALARY ADJUSTMENT

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

Dates of Absence _____ to _____

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

Previous Rate \$16.00 New Rate \$16.28

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

December 12, 2024

Authorized by: 
Authorized by: _____

Department: Correctional Center
Department: _____

Date: November 5, 2024
Date: _____

Pay Period Ending: December 21, 2024 Payroll Date: December 27, 2024

Emailed Payroll: 11-5-24

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Jessica Calhoon Employee #: _____
Title: PT Cook Department: Correctional Center

STATUS CHANGES

COPY

TERMINATION

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

TRANSFER

☐ Permanent ☐ Voluntary
☐ Temporary ☐ Involuntary

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

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

Final Termination 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 _____

LAY OFF

LEAVE OF ABSENCE

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

SALARY ADJUSTMENT

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

Dates of Absence _____ to _____

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

Previous Rate \$16.00 New Rate \$16.28

Previous Job Title: (if changed) _____
Effective Date: November 29, 2024

Authorized by: 
Authorized by: _____

Department: Correctional Center
Department: _____

Date: November 5, 2024
Date: _____

Pay Period Ending: December 7, 2024 Payroll Date: December 13, 2024

Emailed Payroll: 11-5-24



KEVIN GLENDENING, SHERIFF

512 N. Main Street
Burlington, IA 52601
Phone: 319-753-8289 (Civil)
Fax: 319-754-6910



SHERIFF'S MONTHLY REPORT TO THE BOARD OF SUPERVISORS

11/01/2024 thru 11/30/2024

SHERIFF FEES	11,691.69
MILEAGE	628.45
R & B	3,851.96
INTEREST	6.72
TOTAL	<u>\$16,178.82</u>

712,320.14

I, Kevin Glendening, Sheriff of Des Moines County, Iowa, do hereby certify that the above report is correct of monies collected by me as Sheriff during the period therein specified.

Kevin Glendening
KEVIN GLENDENING, SHERIFF

DES MOINES CO TREASURER

DATE : 12/2/2024 1:23 PM
OPER : 3-Julie
TKBY : Julie Howe
TERM : 3
REC# : R00483706
=====

400 Miscellaneous Receipt	19115.39
DMC RECORDER OFFICE	19115.39
AFFIDAVITS & ARTICLES	580.00
0001-1-07-8110-400010	-580.00
CONTRACTS	440.00
0001-1-07-8110-400015	-440.00
DEEDS	1670.00
0001-1-07-8110-400020	-1670.00
EASEMENTS	135.00
0001-1-07-8110-400025	-135.00
MISCELLANEOUS	195.00
0001-1-07-8110-400030	-195.00
MORTGAGES	6492.00
0001-1-07-8110-400035	-6492.00
PLATS	105.00
0001-1-07-8110-400040	-105.00
TAX LIENS - ST OF IA	115.00
0001-1-07-8110-400045	-115.00
TRADE NAMES	5.00
0001-1-07-8110-400050	-5.00
FIN STMTS FIXTURE FILING	20.00
0001-1-07-8110-400055	-20.00
ATV TITLE & LIENS-DNR	165.00
0001-1-07-8110-401000	-165.00
BOAT LIEN -DNR	10.00
0001-1-07-8110-402000	-10.00
BOAT/SNOW WRITING FEES-DNR	266.00
0001-1-07-8110-403000	-266.00
HUNT/FISH WRITING FEES-DNR	27.00
0001-1-07-8110-403001	-27.00
REVENUE STAMPS-IA DEPT REV	4698.76
0001-1-07-8110-404000	-4698.76
TRANSFER FEES - AUDITOR	910.00
0001-1-07-8110-410000	-910.00
VITAL RECORDS-IA DEPT HEALTH	1256.00
0001-1-07-8110-413000	-1256.00
PASSPORTS-US DEPT STATE	940.00
0001-1-07-8110-415000	-940.00
OTHER MISC FEES & COPIES	605.15
0001-1-07-8110-550000	-605.15
RECORDER'S REC MGT FEE	439.00
0024-1-07-8110-414000	-439.00
TRB - INT ON CK'G	0.68
0001-1-07-8110-600000	-0.68
REC'S NON-REF OVER PYMT	5.80
0001-4-99-9030-822000	-5.80
DNR - BOAT TITLE FEE	35.00
0027-1-22-6110-412000	-35.00

Paid By:DMC RECORDER OFFICE
2-Check 19115.39 REF:5051

APPLIED	19115.39
TENDERED	19115.39

CHANGE 0.00

MISCELLANEOUS RECEIPTS TO TREASURER

DATE: December 2, 2024 _____

<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	\$580.00	11/30/2024
"	Public - Contracts	CT	0001-1-07-8110-400015	\$440.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,670.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$135.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$195.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$6,492.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$105.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$115.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$5.00	"
"	Public - Fin. Stmt's - Fixture Filings	FSF	0001-1-07-8110-400055	\$20.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$165.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$10.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$266.00	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$27.00	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$4,698.76	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$910.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$1,256.00	"
"	US Dept of State - Passports	PP	0001-1-07-8110-415000	\$940.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$605.15	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$439.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$0.68	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$5.80	"
"	DNR - Boat Title Fee	BT	0027-1-22-6110-412000	\$35.00	"

TOTAL \$19,115.39

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

BY _____
INITIALS

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION: R00483706

DES MOINES CO TREASURER

DATE : 12/2/2024 1:21 PM
OPER : 3-Julie
TKBY : Julie Howe
TERM : 3
REC# : R00483705

400 Miscellaneous Receipt	439.00
DMC RECORDER OFFICE	439.00
ELECTRONIC TRANSFER FEE	439.00
5300-1-07-8110-416000	-439.00

Paid By:DMC RECORDER OFFICE
2-Check 439.00 REF:5050

APPLIED	439.00
TENDERED	439.00

CHANGE	0.00
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DATE: December 2, 2024

[illegible]

R00483705

December 5, 2024

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, December 5th, 2024, with Chair Tom Broeker, and Vice Chair Jim Cary preset. Member Shane McCampbell was present through Webex. 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 her office continues to work on wrapping things up from the General Election. She also would like to remind everyone that the Fall County Clean up will end on December 14th. IT Director Colin Gerst was present. Assistant Land User Administrator Jarred Lassiter stated his office is busy. Conservation Director Chris Lee reported that shotgun deer season opens this Saturday so be safe. County Recorder Natalie Steffener stated her office is busy. All ATV and off road vehicle registration expires on 12/31. Boats can start being renewed as of January 1st and will expire in April. Public Health Director Christa Poggemiller stated her office remains busy. County Engineer Brian Carter gave an update on the DOT closure on 260th Ave. We had a light dusting of snow, so his crew was out making sure roads were cleared. Sheriff Kevin Glendening reported Toys for Tots will be held this weekend. The jail population is at 90.

No correspondence was received.

Approval of Accounts Payable Claims in the amount of \$597,008.24 were presented. Cary made a motion to approve and was seconded by McCampbell.

A Public Hearing was held to Establish an EMS District. Cary made a motion to open the public hearing and was seconded by McCampbell. Jim Mehaffy, Director of Mediapolis Ambulance, spoke on behalf of the program. Broeker asked Auditor Doty if any comments had been received in the Auditor's Office. None received. No public comment. McCampbell made a motion to close the public hearing and Cary seconded. McCampbell made a motion to approve the creation of the EMS District and was seconded by Cary.

McCampbell motioned to approve November 26th, 2024, regular meeting minutes and was seconded by Broeker.

The meeting was adjourned at 9:29 a.m.

Following the meeting, a work session was held with the Conservation Board to discuss the Alliant Property Easement.

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

Tom Broeker, Chair

Attest: Sara Doty, County Auditor