

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, January 21st, 2025** at 9:00 A.M. in the public meeting room at the Des Moines County Courthouse.

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

PUBLIC NOTICE – the meeting can be viewed by live stream at <https://desmoinescounty.iowa.gov/live/> Anyone with questions during the meeting may email the Board of Supervisors at board@dmcounty.com 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. Law Enforcement Agreement Between Middletown and Des Moines County for FY25/26
 - D. Resolution #2025-005 Subdivision Ordinance Waiver – Auditor’s Parcel “E” (Wes Ames)
 - E. Personnel Actions:
 1. Correctional Center (1)
 - F. Reports:
 1. Auditor’s Report of Fees Collected – Qtr ending 9/30/2024
 2. Auditor's Report of Fees Collected – Qtr ending 12/31/2024
 3. Sheriff’s Report of Fees Collected – December 2024
 - G. Minutes for Regular Meeting on January 14th, 2025
 - H. Canvass Results of Two Rivers Levee & Drainage District Election
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions Following the Meeting:

BOS / County Engineer

RE: Road Tour

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

THIS AGREEMENT, entered this **13th day of January, 2025**, by Des Moines County, Iowa and the City of Middletown, in Des Moines County, Iowa;

WITNESSETH that:

WHEREAS, the City of Middletown, Iowa, desires to contract with Des Moines County, Iowa for police protection under the provision of Chapter 28E of the Code of Iowa, and

WHEREAS, Des Moines County, Iowa is willing to provide such police protection to the City of Middletown upon the terms and conditions hereinafter set forth,

NOW THEREFORE:

In consideration of mutual covenants and agreements hereinafter set forth, the parties hereto legally intending to be bound, do hereby covenant and agree for themselves and their respective successors as follows:

1. The County of Des Moines, State of Iowa, through its Sheriff's Office will supply police protection and law enforcement services to the City of Middletown, including, but not limited to the following:
 - A. Patrolling within the corporate limits of the City of Middletown such hours as may be necessary to provide minimum protection and law enforcement.
 - B. Answering calls at all times for police assistance in the City of Middletown.
2. This understanding (while under the direct supervision of the Sheriff) shall be administered by a Joint Board consisting of the Des Moines County Sheriff and the Mayor of the City of Middletown, with law enforcement policy, regulations and other law enforcement matters, including times of patrolling, to be mutually agreed upon and determined by the Des Moines County Sheriff and the Mayor of said City of Middletown. The Sheriff or his designated representative may attend the monthly council meeting of the Middletown City Council.
3. In consideration of the services to be performed as herein set forth, the City of Middletown agrees to pay Des Moines County, Iowa, (through the County Auditor of Des Moines County) the sum of **Sixteen Thousand Seven Hundred and Fifty Dollars (\$16,750)** commencing with the first half of the payment, (\$8,375) due by October 31, 2025 and the second half, (\$8,375) due by April 30, 2026.
4. This agreement shall become effective **July 1, 2025** through **June 30, 2026**. The new agreement shall be negotiated prior to **March 1, 2026**, for the following fiscal year.

DATE January 13, 2025

CITY OF MIDDLETOWN

MAYOR

ATTEST:

CITY CLERK

DES MOINES COUNTY, IOWA

ATTEST:

COUNTY AUDITOR

Recorder's Cover Sheet

Waiver of County Subdivision Ordinance Requirements

Preparer Information: Southeast Iowa Regional Planning Commission, 211 N. Gear Ave. Suite 100, West Burlington, IA 52655

Taxpayer Information: Robert J. Rohrer III and Dawn M. Rohrer, 11868 44th Street, Burlington, IA 52601

Return Address: Southeast Iowa Regional Planning Commission, 211 N. Gear Ave. Suite 100, West Burlington, IA 52655

Grantor(s): Ames Business Group LLC

Grantee(s): Robert J. Rohrer III and Dawn M. Rohrer

Legal description: Parcel "E" in part of the NE ¼ of the SE ¼ of Section 26, Township 69 North, Range 3 West of the 5th P.M., Des Moines County, Iowa, as described in Survey filed September 11, 2024, recorded as Doc. No. 2024-003598, in the Office of the County Recorder of Des Moines County, Iowa.

**DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2025-005**

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 Article I, Section C(3) of the Des Moines County Subdivision Ordinance states that, “when an existing lot is to be enlarged through a plat of survey...this shall not be considered a subdivision unless the area to be added constitutes greater than fifty percent of the total enlarged lot”, and

WHEREAS, the Des Moines County Auditor and Land Use Administrator determined that a certain plat of survey requested by Wes Ames, and assigned the name Auditor’s Parcel “E” was exempt from the requirement for a subdivision, since its 13.68 acres constituted less than 50 percent of the cumulative acreage of it and the adjoining lot it was to be combined with (Parcel “B”, at 82.34 acres), and

WHEREAS, the Plat of Survey for Parcel “E” was recorded as instrument #2024-003598 on September 11, 2024, with a Surveyor’s Note stating that, “Auditor’s Parcel ‘E’ hereon, shall be combined with adjacent Parcel ‘B’ westerly for purposes of taxation, assessment, zoning, etc. and shall not be a standalone parcel”, and

WHEREAS, contrary to the conditions through which the exemption was allowed, a Warranty Deed was recorded for Parcel “E” as instrument #2024-005011 on December 12, 2024, with ownership transferred to Robert J. and Dawn M. Rohrer, owners of 3 adjoining parcels of land to the east of Parcel “E”, totaling 4.95 acres, and

WHEREAS, the transfer of Parcel “E” to the Rohrers would not have qualified for the exemption specified in Article I, Section C(3) of the Subdivision Ordinance, as its 13.68 acres constituted greater than 50 percent of the cumulative acreage of it and the adjoining lot it was to be combined with, and

WHEREAS, the Board has determined that it is appropriate to exempt the Plat of Survey recorded on September 11, 2024, from the requirement of a Subdivision, based on the following factors:

- The Plat of Survey was initially approved based on the best information available to County staff at the time, and
- Parcel “E” has a dedicated access easement from US Highway 61 in the event that it is ever sold separately from the Rohrers’ existing property, recorded as instrument #2024-005021 on December 12, 2024,

NOW THEREFORE, BE IT RESOLVED: That Article I, Section C(3) of the Des Moines County Subdivision Ordinance shall be waived for Auditor’s Parcel “E”, recorded as instrument #2024-003598.

Approved and adopted this 21st day of January, 2025.

DES MOINES COUNTY BOARD OF SUPERVISORS

Jim Cary, Chair

Shane McCampbell, Vice Chair

Tom L. Broeker, Member

PLAT OF SURVEY

INDEX LEGEND

Property Location: part E1/2 SE1/4 Section 26, Township 69 North, Range 3 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: Wes Ames
Proprietor: Ames Business Group, LLC
Survey Completed: 1 September 2024
Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Ames, Wes.dwg

Number: 2024-003598
Recorded: 9/11/2024 at 4:01:30.0 PM
County Recording Fee: \$7.00
Iowa E-Filing Fee: \$3.00
Combined Fee: \$10.00
Revenue Tax:
Natalie Steffener RECORDER
Des Moines County, Iowa

NW corner
Parcel "B"

S89°13'19"W 1,913.22'

N89°13'19"E 520.18'

E1/4 corner
Section 26-69-3
P.O.B.

Auditor's Parcel "E"

In part of the NE1/4 of the SE1/4 of Section 26, Township 69 North, Range 3 West of the 5th P.M., Des Moines County, Iowa, described as follows:

Commencing at the E1/4 corner of Section 26, said point being also the **POINT OF BEGINNING**;
thence South 00°53'32" East, along the east line of the SE1/4 of Section 26, a distance of 1,148.73 feet;
thence South 89°13'19" West, 522.50 feet to a point on the east line of Parcel "B";
thence, along said line, North 00°06'30" West, 458.70 feet;
thence, continuing along said line, North 01°13'15" West, 690.07 feet to a point on the north line of the SE1/4 of Section 26;
thence, along said line, North 89°13'19" East, 520.18 feet to the **POINT OF BEGINNING**, containing 13.68 acres.

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

Parcel "B"
Doc. 96-004460

Surveyor's Note:

Auditor's Parcel "E", hereon, shall be combined with adjacent Parcel "B" westerly for purposes of taxation, assessment, zoning, etc. and shall not be a standalone parcel.

Auditor's Parcel "E"
13.68 acres

625.11'
N01°13'15"W 690.07' (690.12')

N00°06'30"W 458.70'

S00°06'30"E 144.31'

128.20'
N85°24'19"W

302.00' (302.04')
S45°36'47"W

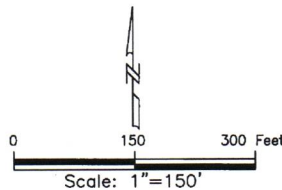
- Legend:
- set 1/2"x30" rebar/orange cap #21980
 - found 1/2" rebar
 - found 1/2" twisted pin
 - found stone
 - county road R.O.W. line
 - property line
 - road centerline
 - fence line
 - (#) dimension from previous record



Certification:
I hereby certify that this land surveying document was prepared, and the related survey work was performed by me or under my direct personal supervision, and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Robert H. Lance
Iowa Professional Land Surveyor #21980
License renewal date: December 31, 2025
Pages covered by this seal: 1

9/11/2024
Date



SE corner
Section 26-69-3

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Angela Dunham Employee #: 00920
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
FMLA/Unpaid Hours: 74.88

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 _____

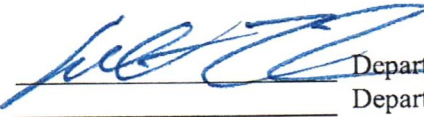
LAY OFF

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

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

Authorized by:  Department: Correctional Center Date: January 17, 2025
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: January 18, 2025 Payroll Date: January 24, 2025

Emailed Payroll: 01-17-25

County Auditor's Report of Fees Collected

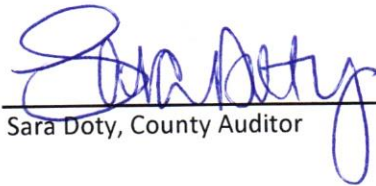
Section 331.902 Code of Iowa

TO THE BOARD OF SUPERVISORS OF DES MOINES COUNTY:

I, Sara Doty, Auditor of the above-named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in the office for the quarter ending 09/30/2024 and the same has been paid to proper authorities, as per duplicate vouchers hereto attached:

Office Fees		
Transfer Fees	0001-1-02-9010-410000	\$0.00
Copy Fees	0001-1-02-9010-550000	\$33.00
Notary Fees	0001-1-02-9010-559000	\$45.00
Postage-Misc	0001-1-02-9010-847000	\$0.00
Voter List Fees	0001-1-02-8000-257111 (8010)	\$20.00
Total Office Fees		\$98.00

All of which is respectfully submitted.


Sara Doty, County Auditor

County Auditor's Report of Fees Collected

Section 331.902 Code of Iowa

TO THE BOARD OF SUPERVISORS OF DES MOINES COUNTY:

I, Sara Doty, Auditor of the above-named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in the office for the quarter ending 12/31/2024 and the same has been paid to proper authorities, as per duplicate vouchers hereto attached:

Office Fees		
Transfer Fees	0001-1-02-9010-410000	\$0.00
Copy Fees	0001-1-02-9010-550000	\$14.00
Notary Fees	0001-1-02-9010-559000	\$40.00
Postage	0001-1-02-9010-847000	\$2.93
Voter List Fees	0001-1-02-8000-257111 (8010)	\$0.00
Total Office Fees		\$56.93

All of which is respectfully submitted.


Sara Doty, County Auditor



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

12/01/2024 thru 12/31/2024

SHERIFF FEES	15,131.12
MILEAGE	541.36
R & B	1,404.75
INTEREST	13.51
TOTAL	<u>\$17,090.74</u>

15,672.48

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

FILED

JAN 13 2025 4:20pm

DES MOINES CO. AUDITOR
BURLINGTON, IOWA

Two Rivers L levee + Drainage District
2025 Election

January 14, 2025

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, January 14th, 2025, with Chair Jim Cary, and Vice Chair Shane McCampbell. Member Tom Broeker present via 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 be busy with budget hearings. She is also preparing for the upcoming Special Elections that will take place on March 4th, 2025. IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening stated Chief Deputy Chad McKune's visitation will be held at Lunning Chapel Friday, January 17th, with family receiving friends from 5:00 p.m. – 8:00 p.m. His funeral will be held on Saturday, January 18th at the Burlington Memorial Auditorium at 10:30 a.m. The jail population is 94. Maintenance Director Rodney Bliesener reported he has his budget hearing today. His crew remains busy. Assistant Land User Administrator Jarred Lassiter reported their office is busy. He has an agenda item today. County Treasurer Janelle Nalley-Londquist reported her office is busy. She has an item on the agenda today. County Recorder Natalie Steffener stated her office remains busy. Veterans Affairs Administrator Brooke Marland reported they held their first Coffee and Conversation on January 8th at Dunn Brothers and had roughly 20 people sign up. They will be holding another Coffee and Conversation on the second Wednesday of the month at Wake N Bake at 9:00 a.m. County Engineer Brian Carter stated we received very minimal snow overnight. His crews are out maintaining the county roads. County Conservation Director Chris Lee reported there is an Eagle Watch this Saturday at the Port of Burlington. Ice fishing has begun. He would like to remind the public to please be cautious when ice fishing. There is open water in the middle of the lake, where some of the coves have 2-4 inches of ice. Sheriff Kevin Glendening added to that with noting that there can be several variances to the measurement of the ice and to please use precaution when ice fishing.

No correspondence was received.

Approval of Resolution #2025-004 and Final Plat for Phillips Ridge was presented. McCampbell made a motion to approve and was seconded by Broeker.

INSERT RESOLUTION #2025-004

Approval of the Law Enforcement Agreement between Mediapolis and Des Moines County for FY25/26 was presented. McCampbell made a motion to approve and was seconded by Broeker.

Approval of the DHS Tax Suspension List was presented. McCampbell made a motion to approve and was seconded by Broeker.

Approval of 2025 Condemnation Commissioners was presented. McCampbell made a motion to approve and was seconded by Broeker.

Approval of a Trustee for Danville Township was presented. Brock Beckman was appointed Trustee to the Danville Township. McCampbell made a motion to approve and was seconded by Broeker.

Personnel Actions – Treasurer – Kay Levinson, Clerk I, Retirement effective 1/10/2025. McCampbell made a motion to approve and was seconded by Broeker. Sheriff – Derek Gordy, Deputy, moving from 80-hour Task Force to 74.77-hour Deputy, effective 1/1/2025. Dilan Beaird, Deputy, moving from 74.77-hour to 80-hour Task Force effective 1/1/25. McCampbell made a motion to approve them both, seconded by Broeker. Correctional Center – Breanna Teel, Correctional Officer, 18-month step increase, \$52,259.27 yearly, effective 12/26/24; Dominick Foster, Correctional Officer, 12-month step increase, \$51,128.19 yearly, effective 1/2/25; Holly Carpenter, Correctional Officer, Resignation effective 12/28/24. McCampbell made a motion to approve all three personnel actions and was seconded by Broeker. County Attorney – Kay Hagen, Receptionist/Records Assistant, 24-month step increase, \$38,043.16 yearly, effective 1/4/25. McCampbell made a motion to approve and was seconded by Broeker.

Reports – Clerk's Report of Fees Collected, November 2024

McCampbell motioned to approve January 7th, 2025, regular meeting minutes and was seconded by Broeker.

The meeting was adjourned at 9:24 a.m.

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

Jim Cary, Chair

Attest: Sara Doty, County Auditor