

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, September 26th, 2023** 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. Approval of Comprehensive Plan for Integrated Roadside Vegetation Management
 - B. Set Dates for County Rural Resident Fall Cleanup
 - C. Class C Liquor License – Hyvee
 - D. Personnel Actions:
 1. Conservation (2)
 2. Secondary Roads (1)
 3. Maintenance (1)
 4. Descom (1)
 5. Public Health (1)
 - E. Minutes for Regular Meeting on September 19th, 2023
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Closed Session to Discuss Pending Litigation In Accordance with Iowa Code Section 21.5(1)(c)
11. Adjournment

Work Sessions Following the Meeting:

BOS / County Engineer

RE: Project Funding Update and Tour

AGENDA ITEMS - COUNTY ENGINEER

Tuesday, September 26, 2023

- ❖ Approval of Comprehensive Plan for Integrated Roadside Vegetation Management.

RURAL RESIDENT CLEAN-UP

The Des Moines County Board of Supervisors is sponsoring a county-wide rural clean-up, beginning **Monday, October 9th through Saturday, December 16th, 2023** (or until the county credits are depleted). You must furnish proof of residency.

The Des Moines County Landfill/Recycling Center will accept at no charge to **RURAL** Des Moines County residents, the following items:

Metal Items (Examples)	Household Items (Examples)
Lawn Mowers	Sofas/Chairs
Bicycles	Mattresses
Tin Roofing	Clothing not Suitable for Donation
Metal Cabinets	Rugs & Carpets
Bed Springs & Rails	Tables
Swing Sets	Toys
Metal Fencing	
Other Metal Items	

NOTE: No tires of any size and no electronic items (computer monitors and televisions, for example) will be accepted during this clean-up

Landfill hours are 8AM to 4PM – Monday through Friday
8AM to Noon – Saturday

RECYCLING CENTER – Appliances Included for this clean up only (examples below)

Refrigerators*	Washers	Air Conditioners
Freezers*	Dryers	Stoves

*All refrigerators & freezers must be empty of food

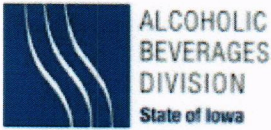
Recycling Center – 1818 West Burlington Ave., Burlington

Call the day before to setup an appointment to drop off any appliance.

Materials not included for free:

Tires of any size	Auto Parts	Garbage
Demolition Material	Televisions/ Computer	
Lumber/Wood	Monitors	

If you have any questions regarding what is free and what is not, please call the Landfill Office at 753-8722. Any other questions, please call the Des Moines County Regional Solid Waste Commission at 753-8126.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

HY-VEE, INC.

NAME OF BUSINESS(DBA)

Hy-Vee

BUSINESS

(515) 267-2949

ADDRESS OF PREMISES

14133 Irish Ridge Road

PREMISES SUITE/APT NUMBER

CITY

COUNTY

ZIP

Burlington

Des Moines

52601

MAILING ADDRESS

5820 Westown Parkway

CITY

West Des Moines

STATE

Iowa

ZIP

50266

Contact Person

NAME

Kelly Palmer

PHONE

(515) 267-2800

EMAIL

kpalmer@hy-vee.com

License Information

LICENSE NUMBER

LICENSE/PERMIT TYPE

TERM

STATUS

Class C Retail Alcohol License

5 Day

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Oct 19, 2023

TENTATIVE EXPIRATION DATE

Oct 23, 2023

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Jeremy Gosch	Urbandale	Iowa	50323	Vice Chairman, Chief Executive Officer	0.00	Yes
Michael Jurgens	Urbandale	Iowa	50322	Executive Vice President, Secretary, Chief Counsel	0.00	Yes
Andrew Schroeder	Johnston	Iowa	50131	SVP, Accounting, Controller	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

EMPLOYERS MUTUAL
CASUALTY COMPANY

Sep 27, 2023

Sep 27, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brandon Roland Employee # : _____
Title: Conservation Tech. 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 Permanent Part Time
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 _____

Moved from permanent part time to full time

Previous Rate _____ New Rate \$42,850.00
Previous Job Title: (if changed) Perm. Part time
Effective Date: September 25, 2022

Authorized by: Chris Lee Department: Conservation Date: 9/21/23
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Brandon Roland Employee # : _____
Title: Conservation Tech. 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 Permanent Part Time
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 _____

Moved from permanent part time to full time

Previous Rate _____ New Rate \$42,850.00
Previous Job Title: (if changed) Perm. Part time
Effective Date: September 25, 2022

Authorized by: Chris Lee Department: Conservation Date: 9/21/23
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Payton Brockett Employee #: 00947
Title: Seasonal Worker Department: Engineers Office

STATUS CHANGES

TERMINATION

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

Season Work to an end as of 9-29-23.

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 _____

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

Authorized by:  Department: Engineers Office Date: 9-21-23
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: GAUGE JOHNSON
Title: LEAD MAINTENANCE

Employee #:
Department: MAINTENANCE

STATUS CHANGES

TERMINATION

☐ Resignation
☐ Discharge
☐ Retirement
☐ Unsatisfactory Probation
☐ Death
☐ 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
☐ Medical
☐ Other, Explain
☐ Educational
☐ Military

Dates of Absence _____ to _____

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

TRANSFER

☐ Permanent
☐ Temporary
☐ Voluntary
☐ Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous 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

☐ Reclassification
☒ Anniversary
☐ Promotion
☐ Probationary
☐ Demotion
☐ Reducation
☐ Suspension
☐ Other, Explain

42 Month Step Increase

Previous rate \$41,004.10 NEW RATE \$41,824.21

Previous Rate _____ New Rate _____

Previous Job Title: (if changed)

Effective Date: September 23, 2023

Authorized by: Adrian B. [Signature]
Authorized by: _____

Department: MAINTENANCE
Department: _____

Date: 9-20-2023
Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Heidi Smith Employee # : _____
Title: Telecommunicator 1 Department: Descom

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 _____

10 Year Step Increase- Level E

Previous Rate 26.99 New Rate 27.66
Previous Job Title: (if changed) _____
Effective Date: 08/28/2023

Authorized by: Shanna Krogmeier Department: Descom Date: 09/18/2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: 09/15/2023 Payroll Date: 09/22/2023

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Stacia Thompson Employee #: _____
Title: Public Health Nurse Department: Local Health

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 _____
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 _____
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

☐ Reclassification ☐ Demotion
☐ Anniversary ☐ Reduction
☐ Promotion ☐ Suspension
☐ Probationary ☒ Other, Explain _____

Unpaid 1.5 hours on 9/22/23

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

Authorized by: Christa Poggemiller Department: Local Health Date: 9/22/23
Authorized by: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

September 19, 2023

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, September 19, 2023, with Chair Shane McCampbell, Vice-Chair Tom Broeker, and Member Jim Cary 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: Maintenance Director Rodney Bliesener reported his office is busy with a lot of different projects in the works. Public Health Director Christa Poggemiller reported the Groundbreaking of the new Public Health building will take place today at 11:30 A.M. There is a new COVID vaccine coming out. If you are wanting to receive the new vaccine, please contact the Public Health Department. County Treasurer Janelle Nalley-Londquist reported October 2nd is the final day to pay property tax payments before the late fee is in effect. MHASEI CDS Director Ken Hyndman gave an update on the MHASEI Region. County Recorder Natalie Steffener stated if you need a passport for an upcoming vacation, make sure you allow the 10-13 week window it takes to get them back. Appointments can be made by calling the Recorder's Office. Conservation Director Chris Lee reported his staff remains busy. Assistant Land Use Administrator Jarred Lassiter reported a Board of Adjustment meeting was held this past week. His office remains busy. Assistant County Attorney Trent Henkelvig is in attendance for a closed session with the Board of Supervisors. IT Director Colin Gerst reported his office is busy doing updates on equipment. Sheriff Kevin Glendening reported the jail population is at 88. County Auditor Sara Doty has the Special Election Canvass results on the agenda. There is a Post-Election Audit that will take place Thursday morning in the Board of Supervisors room at 9:00 A.M. Absentee voting will begin tomorrow in the Auditor's Office for the Primary Election. The final day to file candidacy papers for the November 7th City/School Election is the 21st at 5:00 P.M. County Engineer Brian Carter reported the progress made on the Highway 99 Bridge project.

Correspondence was received from the IAAP regarding the Hazardous Waste Management Permit.

Approval of Accounts Payable Claims in the amount of \$1,948,925.27 were presented. Cary made a motion to approve and was seconded by Broeker.

Approval of Payroll Reimbursement Claims in the amount of \$650.48 were presented. Broeker made a motion to approve and was seconded by Cary.

Approval of a Class C Liquor License for The Tippy Travelers LLC on September 23rd was presented. Cary made a motion to approve and was seconded by Broeker.

Approval of a Class C Liquor License for Spirit Hollow Clubhouse was presented. Broeker made a motion to approve and was seconded by Cary.

Approval of the Canvass of Burlington School District Special Election was presented. Auditor Sara Doty read the results. The Burlington School District PPEL was denied with a 60.32% NO and 39.68% YES votes. Bryan Bross was elected for the Burlington School District Board with 364 votes. Broeker made a motion to approve and was seconded by Cary.

The Public Health Bidding Approval was presented. Broeker read the bid winners. Myers Construction won the General Construction package with a bid of \$2,064,157; Continental Fire won the Fire Sprinkler System package with a bid of \$52,500; Arnold's Refrigeration won the Plumbing & HVAC package with a bid of \$489,385; Frank Millard won the Electrical package with a bid of \$345,880; and Mike Nelson Concrete won the Site Paving & Sidewalks package with a bid of \$253,218. Broeker made a motion to approve and was seconded by Cary.

Personnel Actions – Correctional Center – Angela Coey, Correctional Officer, 12-month step increase, new rate of \$44,915.05 yearly effective 9/5/23; Ceaira Barker, Correctional Officer, 6-month step increase, new rate of \$43,808.05 yearly effective 10/1/23; Rita Forquer, PT Cook Assistant, 6-month step increase, new rate of \$10.98 hourly effective 9/29/23; and Travis Oliver, Correctional Officer, resignation effective 9/20/23. Cary made a motion to approve all Correctional Center Personnel Actions and was seconded by Broeker. Public Health – Stacia Thompson, Nurse, Unpaid hours of 11.25 for 9/14 & 9/15. Broeker made a motion to approve and was seconded by Cary.

Reports:

Clerk's Report of Fees Collected, August 2023
Sheriff's Report of Fees Collected, August 2023

Cary motioned to approve the September 12th, 2023, regular meeting minutes and seconded by Broeker.

Cary attended a RUSS and Juvenile Detention meeting. Broeker attended a meeting at ISAC regarding HF718.

McC Campbell stated the Board would be going into closed session to discuss a personnel matter in accordance with Iowa Code Section 21.5(1)(i) was held. Broeker made a motion to go into closed session and was seconded by Cary. Following completion of the meeting, Broeker made a motion to go out of closed session and was seconded by Cary. Broeker stated they discussed a personnel matter. McC Campbell stated the Board would be going into a second closed session to discuss pending litigation in accordance with Iowa Code Section 21.5(1)(c). Broeker motioned to go into closed session and was seconded by Cary. Following completion of the meeting, Broeker made a motion to go out of closed session and was seconded by Cary. McC Campbell stated they discussed pending litigation.

The meeting was adjourned at 11:12 AM.

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

Shane McC Campbell, Chair
Attest: Sara Doty, County Auditor