

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, September 24th, 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 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. Annual Renewal of Class C Liquor License for Spirit Hollow
 - B. Personnel Actions:
 1. Conservation (1)
 2. Correctional Center (1)
 3. County Attorney (1)
 - C. Reports –
 1. Clerk's Report of Fees Collected,
 - D. Minutes for Regular Meeting on September 17th, 2024
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. FOIA Request Procedures / Closed Session to Discuss FOIA Policy Under Iowa Code Section 21.5(1)(a)
11. Adjournment

NOTE: Conservation Board Meeting at Starr's Cave Nature Center at 12:00 PM to Discuss Flooding/Isaak Walton Lake



State of Iowa

Alcoholic Beverages Division

App - 205646

Applicant

NAME OF LEGAL ENTITY

Double Eagle Golf, Inc.

NAME OF BUSINESS(DBA)

Spirit Hollow Clubhouse

BUSINESS

(319) 754-0653

ADDRESS OF PREMISES

5592 Clubhouse Dr

PREMISES SUITE/APT NUMBER

CITY

Burlington

COUNTY

Des Moines

ZIP

52601-0000

MAILING ADDRESS

3000 Kirkwood St

CITY

Burlington

STATE

Iowa

ZIP

52601-0000

Contact Person

NAME

Randy Winegard

PHONE

(319) 754-0653

EMAIL

mkenn@winegard.com

License Information

LICENSE NUMBER

LC0030179

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Oct 1, 2024

TENTATIVE EXPIRATION DATE

Sep 30, 2025

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Nancy Winegard	Longmont	Colorado	80503	Owner	49.00	Yes
John Randall (Randy) Winegard	Burlington	Iowa	52601	Owner	51.00	No
Melodee Kennedy	Burlington	Iowa	52601	Officer	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

Westfield Insurance

POLICY EFFECTIVE DATE

Oct 1, 2024

POLICY EXPIRATION DATE

Oct 1, 2025

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

LAY OFF

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

SALARY ADJUSTMENT

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

18 Month step increase.

Previous Rate \$44,640.96 New Rate \$45,864.00
Previous Job Title: (if changed) _____
Effective Date: September 25, 2024

Authorized by: Chris Lee Department: Conservation Date: 09/16/2024
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: 9/27/2024 Payroll Date: 10/04/2024

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Dominick Foster Employee #: 00961
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: 14.60

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

Department: _____

Date: September 16, 2024

Date: _____

Pay Period Ending: September 14, 2024

Payroll Date: September 20, 2024

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

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Cassandra Kilby Employee #: 00977
Title: Law Clerk Department: County Attorney

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 Unpaid leave
Cassandra Kilby - Law Clerk - Unpaid leave - 20.75 hrs
0001-04-1100-000-10020

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

Authorized by: *L. K. Schaefer* Department: _____ Date: 9-17-24
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

CLERK'S REPORT OF FEES COLLECTED

STATE OF IOWA)
DES MOINES COUNTY)

TO THE DES MOINES COUNTY BOARD OF SUPERVISORS:

I, SARA MADDUX, CLERK OF DISTRICT COURT 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 MY OFFICE FOR THE MONTH OF AUGUST, 2024 AND THE SAME HAS BEEN PAID TO THE COUNTY TREASURER, AS PER DUPLICATE VOUCHER HERETO ATTACHED.

DES MOINES COUNTY TREASURER:

5% OF STATE FINE SURCHARGE	\$ -7.87
SHERIFF FEES	1,303.85
INFRACTIONS	1,989.47
TOBACCO	0
COUNTY ENFORCEMENT SURCHARGE	9.00
LAW LIBRARY	1.00
RECORD SECURITIES FEES	19.00
PRE-PD FEES TO SHERIFF	0
MISC. REIMBURSEMENT (INDIGENT DEFENSE)	0

TOTAL FEES \$3,314.45

TOTAL PAID \$3,314.45

CHECK No. 191240

RESPECTFULLY SUBMITTED THIS 10 DAY OF SEPTEMBER, 2024.


SARA MADDUX
CLERK OF DISTRICT COURT

September 17, 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 17, 2024, with Chair Tom Broeker, Vice Chair Jim Cary, 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 took place last week. Two out of the Eight polling locations ran out of paper ballots due to a much higher turnout than they received last September. Voters were not turned away, they were able to vote on the OVI (Open-elect Voting Interface) and every vote counted. Her office is busy preparing for the upcoming General Election. IT Director Colin Gerst stated his office is busy. Sheriff Kevin Glendening reported the jail population is at 100. Maintenance Director Rodney Bliesener stated his crew is busy. They are working through the final stages of finishing up the new Public Health Department. Land Use Administrator Zach James reported he has an item on the agenda. His office is working on a few different subdivisions now. County Treasurer Janelle Nalley-Londquist wants to remind the public that property taxes are due at close of business on September 30th without penalty. Emergency Management Director Shannon Prado reported she is busy. Safety Director Angela Vaughan stated she continues to be busy. County Recorder Natalie Steffener reported her office remains busy. County Engineer Brian Carter gave an update on the Highway 99 and Flint Bottom Bridge Projects. He has an agenda item. Assistant District Court Administrator Jackie Myers introduced the new Des Moines County Clerk of Court, Sara Maddox.

No correspondence was received.

Approval of Accounts Payable Claims in the amount of \$3,298,148.56 were presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of Payroll Reimbursement Claims were presented in the amount of \$689.94. McCampbell made a motion to approve and was seconded by Cary.

Approval of Resolution #2024-046 Great River Housing Trust Fund Local Match was presented. McCampbell made a motion to approve and was seconded by Cary.

INSERT RESOLUTION #2024-046

Approval of Abatement of Property Taxes for the City of West Burlington was presented. Cary made a motion to approve and was seconded by McCampbell

Approval of James Garnjobst's resignation from the Des Moines County Conservation Board was presented. The Board of Supervisors would like to thank James for his years of service on the County Conservation Board. Cary made a motion to approve and was seconded by McCampbell.

Approval of Lindsay Fruehling's appointment to the Concordia Township Trustee was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of IDOT Federal-aid Agreement for BHOS-CO29(94)—5N-29, for bridge FR-14 was presented. McCampbell made a motion to approve and was seconded by Cary.

Approval of IDOT Federal-aid Agreement for BHOS-CO29(96)—63-29, for bridge PG-27 was presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of the Canvass of the 2024 Burlington Community School District Special Election was presented. Auditor Doty presented the results of the Election. The Burlington Community School District PPEL passed with a 55.24% YES and 44.76% NO. Cary made a motion to approve and was seconded by McCampbell.

Approval of Personnel Actions were presented. Conservation – Marcus Nack, Environmental Education Manager, 30-month step increase, \$56,259.84 yearly, effective 9/19. McCampbell made a motion to approve and was seconded by Cary.

McCampbell motioned to approve the September 10th, 2024, regular meeting minutes and was seconded by Broeker.

Broeker attended a Mental Health Agency of Southeast Iowa meeting and a Public Health construction building walk through.

The meeting was adjourned at 9:29 AM.

A Project Tour with the County Engineer was held following the meeting.

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