

## OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, June 10<sup>th</sup>, 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](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. Payroll Reimbursement Claims
  - B. Resolution #2025-030 Setting Time & Date of FY25 Budget Amendment Hearing
  - C. Memorandum of Understanding Regarding Reimbursement from BH-ASO for Mental Health Advocate Services for All Participating Counties
  - D. Resolution #2025-031 in Support of Green Gable Cottages Workforce Housing Tax Incentive Program
  - E. Approval of FY25/26 Worker's Compensation Renewal
  - F. Approval of Department Letters of Appointment FY2025/2026
  - G. Class C Annual Liquor License Renewal – Flint Hills Municipal Golf Course
  - H. Personnel Actions:
    1. County Attorney (1)
    2. Correctional Center (1)
    3. Sheriff (1)
  - I. Reports:
    1. Recorder's Report of Fees Collected, May 2025
    2. Sheriff's Report of Fees Collected, May 2025
  - J. Minutes for Regular Meeting on June 3<sup>rd</sup>, 2025
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Session Following the Meeting:

BOS / County Attorney / SEIRPC

RE: Wind Ordinance – Permitting, Decommissioning, Insurance, and Bonding

# RESOLUTION SETTING TIME AND DATE OF FY25 BUDGET AMENDMENT HEARING

## Resolution # 2025-030

BE IT RESOLVED:

- 1) The Board of Supervisors hereby fixes the time and place for a public hearing on the FY25 budget amendment for Tuesday, June 24th, 2025, at 9:00 a.m. in the Board Room at the Des Moines County Courthouse.
- 2) The Des Moines County Budget Director is hereby directed to publish the notice and estimated summary as required by law.

APPROVED this 10th day of June, 2025.

DES MOINES COUNTY  
BOARD OF SUPERVISORS

---

Jim Cary, Chairman

---

Shane McCampbell, Vice-Chairman

---

Tom Broeker, Member

ATTEST: \_\_\_\_\_  
Sara Doty, Auditor

## **Memorandum of Understanding**

**This Agreement** is made and entered into by and between the Des Moines County (hereafter "DMC"), Henry County, Jefferson County, Lee County, Louisa County, Van Buren County, and Washington County, collectively referred to as "the Parties."

### **Article I: Purpose and Scope**

1. **Purpose:** This Agreement is to provide Mental Health Patient Advocacy in the Participating Counties in accordance with Iowa Code Chapter 225A.
2. **Scope of Services:** DMC shall provide Mental Health Patient Advocacy and support in the participating Counties.

### **Article II: Participating Parties**

1. The Parties to this Agreement are:

- Des Moines County
- Henry County
- Jefferson County
- Keokuk County
- Lee County
- Louisa County
- Van Buren County
- Washington County

### **Article III: Governance**

1. The executive oversight of this Agreement will be conducted by the Des Moines County Supervisors.

#### **Article IV: Term**

1. This Agreement shall commence on July 1, 2025, and shall continue for a period of one year. It shall automatically renew for successive one-year terms unless terminated by any party.
2. **Out Clause:** Any party may terminate this Agreement at any time with written notice to the other parties.

#### **Article V: Financial Responsibilities**

1. DMC shall be reimbursed by Behavioral Health Administrative Service Organization of the State of Iowa (hereinafter BH-ASO), for all services provided. In the event the BH-ASO does not reimburse DMC, DMC shall be reimbursed the cost of said services on a prorated basis based on the number of cases assigned from each county over the previous 12 month period.
2. The fee if any to the participating parties, will be billed quarterly, commencing July 2025.

#### **Article VI: Amendments**

1. Any amendments to this Agreement must be in writing and must be signed by authorized representatives of all parties.

#### **Article VII: Termination**

1. This Agreement may be terminated by any party upon written notice to the other parties.

#### **Article VIII: Execution**

1. This Agreement shall be signed by the following individuals, who affirm that they are duly authorized to execute this Agreement on behalf of their respective entities:

- Chair of Des Moines County Board of Supervisors
- Chair of Henry County Board of Supervisors
- Chair of Jefferson County Board of Supervisors
- Chair of Keokuk County Board of Supervisors



- Chair of Lee County Board of Supervisors
- Chair of Louisa County Board of Supervisors
- Chair of Van Buren County Board of Supervisors
- Chair of Washington County Board of Supervisors

### Signatures

---

Des Moines County Board Chair

---

Henry County Board Chair

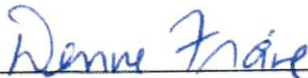
---

Jefferson County Board Chair

---

Keokuk County Board Chair

---

  
Lee County Board Chair

---

Louisa County Board Chair

---

Van Buren County Board Chair

---

Washington County Board Chair

WORKFORCE HOUSING  
TAX INCENTIVE PROGRAM  
COMMUNITY INPUT FORM



Communities supporting a Workforce Housing Tax Incentive Program application are to complete this form. This is to be filled out by the city where the project is being proposed and signed by a city official.

Community Name: Burlington, Des Moines County, Iowa

Project Name: Green Gable Cottages

Developer Name: Midwest Realty Group, Inc.

Printed Name of ~~City~~ Official Completing the Form: Tom Broeker Des Moines County Supervisor  
County

Is the type of housing proposed in this project a priority for the community? ☒ Yes ☐ No

If so, explain why:

Rehabilitating this housing project is a priority for the community because it preserves and revitalizes 56  
much needed affordable housing units in a market facing a critical shortage. The current condition of the  
property poses health and safety risks, and with out intervention these units would remain uninhabitable  
and wasted. Restoring them will not only provide safe, quality housing for individuals and families in need  
but will also enhance the surrounding neighborhood, support workforce retention, and contribute to the  
overall economic stability of SE Iowa.

Describe recent or planned business expansions that created a need for additional housing in the community and the number and types of jobs to be created because of these expansions.

The Iowa Army Ammunition Plant is undergoing a \$1.5 billion expansion to significantly increase production  
of 155mm artillery shells, creating hundreds of new jobs in the region. This large-scale investment includes  
new automated production lines and a state-of-the-art metrology lab, with completion expected by 2027. As  
workforce demand grows, so does the need for quality housing in the Burlington area. The rehabilitation of  
Green Gable Cottages is essential to provide safe, affordable homes to support this economic and  
employment growth.

How will the project impact the local economy?

The rehabilitation of Green Gable Cottages will provide a strong boost to the local economy by creating  
numerous construction and trade jobs throughout the redevelopment process. It will also generate local  
sales tax revenue from materials and labor, supporting area suppliers and contractors. Most importantly, it  
will deliver 56 quality, affordable rental units that are currently uninhabitable, addressing a critical housing  
shortage. These units will help attract and retain workers for local businesses, strengthen the tax base, and  
support long-term community stability and growth.



Describe how housing is a barrier to job growth in the neighborhood or community.  
 Housing is a significant barrier to job growth when there are not enough safe, affordable, and accessible homes for workers. Employers in Southeast Iowa struggle to recruit and retain staff, particularly in healthcare, manufacturing, and education, because prospective employees cannot find suitable housing nearby. This limits the available labor pool, slows business expansion, and ultimately hinders economic development. Without adequate housing, job growth stalls and local economies miss out on opportunities for long-term prosperity.

Describe how this project addresses the needs of the local housing market.  
 This project directly addresses the local housing market's needs by revitalizing 56 dilapidated units into safe, affordable rentals in an area with a critical housing shortage. It provides quality housing options for low- to moderate-income individuals, essential workers, and seniors. By preserving and improving existing infrastructure, the project delivers faster, more cost-effective housing solutions while supporting local job growth and economic stability.

Describe the impact of this project on the neighborhood and how it meets the needs of the community.  
 The rehabilitation of Green Gable Cottages will enhance the neighborhood by transforming a visibly blighted property into a clean, safe, and attractive housing community. Surrounded by well-maintained homes, a church, and a cemetery, the current site detracts from the areas overall appearance and value. Restoring these units will eliminate health and safety hazards, reduce crime potential, and improve neighborhood pride. This project meets a pressing community need by providing quality affordable housing while preserving the character and stability of the surrounding area.



City Official Signature  
 County

6/4/25

Date



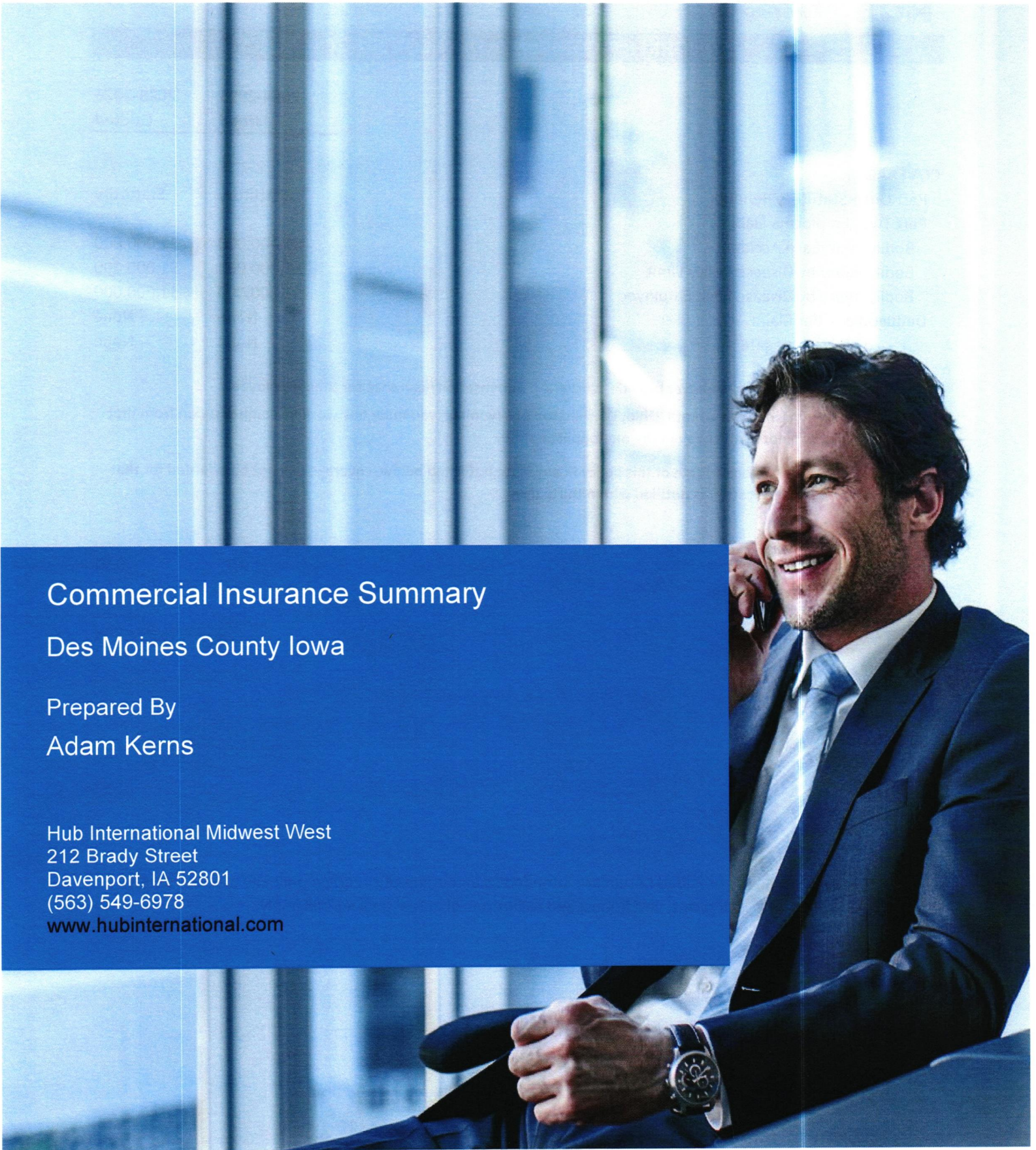


## Commercial Insurance Summary

Des Moines County Iowa

Prepared By  
Adam Kerns

Hub International Midwest West  
212 Brady Street  
Davenport, IA 52801  
(563) 549-6978  
[www.hubinternational.com](http://www.hubinternational.com)







**Ruhl  
& Ruhl**  
INSURANCE  
ESTABLISHED 1862

## WORKERS' COMPENSATION COVERAGE

	2024-2025 Issued	2025-2026 Quoted
<b>COVERAGES:</b>		
Part One - Statutory Benefits	Statutory	Statutory
Part Two- Employers Liability		
Bodily Injury Each Accident	\$1,000,000	\$1,000,000
Bodily Injury by Disease Policy Limit	\$1,000,000	\$1,000,000
Bodily Injury by Disease Each Employee	\$1,000,000	\$1,000,000
Deductible - Per Claim	None	None
Aggregate	None	None

State law requires that every employer provide Workers' Compensation insurance for their employees.

If you have operations in North Dakota, Ohio, Washington or Wyoming, you must buy workers compensation from that state. This policy will not protect you in the monopolistic state.

If you have work on the effective date of this policy in any state not listed below, coverage will not be afforded for that state unless the insurance carrier is notified within thirty days.

### POLICY INFORMATION:

Experience Modification	0.77	0.91
Experience Modification Status		
Preliminary		
Final	X	X

### KEY ENDORSEMENTS:

Variable A2 Dividend

### COMMENTS:

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual policies will apply.



**Ruhl  
& Ruhl**  
INSURANCE  
ESTABLISHED 1862

## WORKERS COMPENSATION

Class Description	Code		2024-25 Issued	2025-2026 Quoted
Landscaping	0042	Exposure:	\$0	\$0
		Rate:	4.63	3.88
		Premium:	\$0	\$0
Office Machine installation, repair	5191	Exposure:	\$217,360	\$223,881
		Rate:	0.94	0.89
		Premium:	\$2,043	\$1,993
Carpentry NOC	5403	Exposure:	\$0	\$0
		Rate:	6.05	4.72
		Premium:	\$0	\$0
Street Construction - Paving	5506	Exposure:	\$1,209,608	\$1,245,896
		Rate:	5.60	5.16
		Premium:	\$67,738	\$64,288
Police Officers & Drivers	7720	Exposure:	\$3,294,091	\$3,392,914
		Rate:	2.55	2.39
		Premium:	\$83,999	\$81,091
Construction Permanent Yard	8227	Exposure:	\$58,910	\$60,677
		Rate:	3.17	3.13
		Premium:	\$1,867	\$1,899
Clerical Office Employees	8810	Exposure:	\$1,869,296	\$1,925,375
		Rate:	0.17	0.15
		Premium:	\$3,178	\$2,888
Attorney - All Employees and clerical Messengers, drivers	8820	Exposure:	\$869,440	\$895,523
		Rate:	0.14	0.12
		Premium:	\$1,217	\$1,075
Home, Public, Traveling Healthcare	8835	Exposure:	\$782,496	\$805,971
		Rate:	1.78	1.64
		Premium:	\$13,928	\$13,218
Building or Property Management	9015	Exposure:	\$288,002	\$296,642
		Rate:	2.39	2.29
		Premium:	\$6,883	\$6,793

Parks NOC	9102	Exposure:	\$470,584	\$484,702
		Rate:	2.60	2.28
		Premium:	\$12,235	\$11,051
Street Cleaning & Drivers	9402	Exposure:	\$188,016	\$193,656
		Rate:	3.63	3.17
		Premium:	\$6,825	\$6,139
County Employees NOC	9410	Exposure:	\$479,279	\$493,657
		Rate:	1.97	1.83
		Premium:	\$9,442	\$9,034
Street Construction - sub-surface work	5507	Exposure:	\$307,564	\$316,791
		Rate:	3.42	3.13
		Premium:	\$10,519	\$9,916
Police Officers & Drivers [USL&H]	7720F	Exposure:	\$0	\$0
		Rate:	3.32	3.11
		Premium:	\$0	\$0
<b>Premium Subtotal:</b>			<b>\$219,874</b>	<b>\$209,385</b>
Increased Employers Liability Limits	9812	1.10%	\$2,419	\$2,303
Subtotal			\$222,293	\$211,688
Experience Modification	9898		(\$8,892)	(\$19,052)
Scheduled Credit	9887		(\$23,474)	(\$28,895)
Premium Discount	0063		(\$16,334)	(\$13,918)
Expense Constant	0900		\$160	\$160
Terrorism Coverage	9740		\$1,003	\$1,034
Domestic Terrorism	9741		\$1,003	\$1,034
<b>Total Premium:</b>			<b>\$175,759</b>	<b>\$152,051</b>
Audit Adjustment				
Experience Mod			0.77	0.91



**KEVIN GLENDENING, SHERIFF**  
**BRAD SIEGFRIED, CHIEF DEPUTY**  
512 N. Main Street  
Burlington, IA 52601  
319-753-8212



Date: May 1, 2025  
Department: Sheriff's Office  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hire Date	Hours in Pay Period	FY26 Hourly Rate	FY26 Salary
Matthew Breckon 0001-05-1000-000-10020	8/24/2005	80	\$37.87	\$79,079.20
Ryan Luttenegger 0001-05-1000-000-10020	12/21/2009	74.77	\$40.62	\$79,079.20
Derek Gordy 0011-05-1000-000-10020	8/27/2012	74.77	\$40.62	\$79,079.20
Thomas Seitz 0001-05-1000-000-10020	4/23/2019	74.77	\$38.69	\$75,313.53
Keaton Hoschek 0011-05-1000-000-10020	12/28/2020	74.77	\$37.47	\$72,942.88
Brandon McLeland (started at 1 yr) 0001-05-1000-000-10020	3/8/2021	74.77	\$38.69	\$75,313.53
Jon Gates 0001-05-1000-000-10020	8/23/2021	80	\$34.93	\$72,942.88
Zander Schweiss 0001-05-1000-000-10020	8/24/2021	74.77	\$37.47	\$72,942.88
Blake Cheesman 0001-05-1000-000-10020	12/28/2021	74.77	\$37.47	\$72,942.88
Joshua Fane (started at 36mo) 0001-05-1000-000-10020	1/3/2023	74.77	\$38.69	\$75,313.53



Klay Foster 0001-05-1000-000-10020	4/27/2023	74.77	\$35.60	\$69,295.70
Brett Haubrich 0001-05-1000-000-10020	4/28/2023	74.77	\$35.60	\$69,295.70
Kenny Zahner (30 yrs credit) 0001-05-1000-000-10020	8/21/2023	80	\$37.87	\$79,079.20
Eric Kramer 0001-05-1000-000-10020	4/28/2025	80	\$26.20	\$54,707.12
Adam Plein 0001-05-1000-000-10080	9/2/2008	74.77	\$45.09	\$87,777.91
David Murguia 0001-05-1000-000-10080	8/26/2012	74.77	\$45.09	\$87,777.91
Dave Hamma 0001-05-1060-000-10090	3/11/2004	80	\$46.21	\$96,476.62
Eric Blodgett 0001-05-1000-000-10090	8/30/2004	80	\$46.21	\$96,476.62
Sean Phillips 0001-05-1010-000-10020	4/4/2016	80	\$37.87	\$79,079.20
Dilan Beaird 0001-05-1010-000-10020	8/14/2017	80	\$37.87	\$79,079.20
Kolton Atkins 0001-05-1010-000-10020	4/22/2019	80.00	\$36.07	\$75,313.53
Mary Beik 0001-05-1060-000-10030	10/17/1994	75	\$27.56	\$53,947.58
Erica Thomson 0001-05-1060-000-10030	11/29/2005	75	\$23.90	\$46,777.97
Katie Meeker 0001-05-1060-000-10030	7/18/2011	75	\$22.76	\$44,550.45
Theresa Tripp	12/12/2022	75	\$27.56	\$53,947.58

0001-05-1060-000-10050

Gwen Baltisberger	2/23/2015	75	\$19.25	\$37,689.50
-------------------	-----------	----	---------	-------------

0001-05-1060-000-10030

3/3/2025

12 month credit for full time

Cynthia Huffman

2/24/2025

59.5

\$20.10

PT/hourly

0001-05-1060-000-10100

Bradley Siegfried

4/2/2001

80

\$56.24

\$117,431.17

0001-29-1050-000-10010- Jail

Kevin Glendening

4/2/2001

80

\$66.17

\$138,154.32

0001-05-1060-000-10010

Stephen Heyland

9/9/2014

42

\$22.33 PT/hourly

0001-06-1000-000-10110

Mark Lumbeck

8/19/2011

40

\$22.33 PT/hourly

0001-06-1000-000-10110

Charles Thompson

6/21/2021

17

\$22.33 PT/hourly

0001-06-1000-000-10110

Wayne Smith

3/6/2023

17

\$22.33 PT/hourly

0001-06-1000-000-10110

RECEIVED

MAY 08 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

# Des Moines County Correctional Center

Colter Levinson, Jail Administrator

3630 Bauer Drive

Burlington IA 52601

Date: May 9, 2025

Department: Correctional Center

To: Board of Supervisors

RE: FY/26 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY26 Hourly Rate	FY26 Salary
LEVINSON, Colter	80.00	\$46.21	\$96,476.62
0001-29-1050-000-10010			
JEFFRIES, Nick	80.00	\$34.59	\$72,231.29
0001-29-1050-000-10090			
DOLPH, Joe	80.00	\$34.59	\$72,231.29
0001-29-1050-000-10090			
WHALEN, Ed	76.85	\$33.26	\$66,452.78
0001-29-1050-000-10080			
DAVIS, Jacque	76.85	\$33.26	\$66,452.78
0001-29-1050-000-10080			
KOENIG, Brad	76.85	\$33.26	\$66,452.78
0001-29-1050-000-10080			
PLEASANT, James	76.85	\$33.26	\$66,452.78
0001-29-1050-000-10080			
STUECKER, Judy	75.00	\$27.56	\$53,947.58
0001-29-1050-000-10030			
ANDERSEN, Raiann	77.11	\$24.94	\$50,072.77
0001-29-1050-000-10050			
BROWN, Andrew	77.11	\$26.81	\$53,827.05
0001-29-1050-000-10050			
FOSTER, Dominick	77.11	\$26.23	\$52,662.04
0001-29-1050-000-10050			
HAYES, Michael	77.11	\$28.78	\$57,785.02
0001-29-1050-000-10050			
HUFFMAN, Tracie	77.11	\$28.78	\$57,785.02
0001-29-1050-000-10050			
HULETT, Tammy	77.11	\$28.78	\$57,785.02
0001-29-1050-000-10050			
KROGMEIER, Peyton	77.11	\$25.59	\$51,364.11
0001-29-1050-000-10050			

KELLEY,Ceairra	77.11	\$27.34	\$54,886.03
0001-29-1050-000-10050			
MAY,Hillary	77.11	\$28.78	\$57,785.02
0001-29-1050-000-10050			
REYNOLDS,Cody	77.11	\$27.88	\$55,966.12
0001-29-1050-000-10050			
STEWART,Owen	77.11	\$26.81	\$53,827.05
0001-29-1050-000-10050			
TEEL,Breanna	77.11	\$27.34	\$54,886.03
0001-29-1050-000-10050			
WADE,Bryce	77.11	\$25.59	\$51,364.11
0001-29-1050-000-10050			
COCKERHAM,Rory	77.11	\$25.59	\$51,364.11
0001-29-1050-000-10050			(Started 6mo step)
TBD	77.11	\$24.94	\$50,072.77
0001-29-1050-000-10050			
DUNHAM,Angela		\$22.33	
0001-29-1050-000-10100			
OGORZALEK,Patrick		\$22.33	
0001-29-1050-000-10100			
RAVENSCHRAFT,Chloe		\$18.58	
0001-29-1050-000-10100		\$21.00	6 months 07-29-25
		\$22.33	12 months 01-29-26
HIGH,John		\$22.33	
0001-29-1050-000-10100			
SMITH,Wayne		\$22.33	
0001-29-1050-000-10100			
GRIMSHAW,Brett		\$22.33	
0001-29-1050-000-10100			
WILLIAMS,John		\$22.33	
0001-29-1050-000-10100			
THOMPSON,Charles R		\$22.33	
0001-29-1050-000-10100			
BELKNAP,Cassandra	80.00	\$23.41	\$48,879.48
0001-29-1050-000-10060			
CLAYTON,Addison		\$17.10	
0001-29-1050-000-10060		\$17.41	1 year 11-13-25
CALHOUN,Jessica		\$17.41	
0001-29-1050-000-10060			
KINDIG,Kelly		\$16.80	
0001-29-1050-000-10060		\$17.10	6 months 08-19-25
		\$17.41	1 year 02-19-26
PROSENICK,April		\$17.41	
0001-29-1050-000-10060			



**Des Moines County, Iowa  
Board of Supervisors**

**Jim Cary, Chair  
Shane McCampbell, Vice Chair  
Tom Broeker, Member**



**513 N Main St  
PO Box 784  
Burlington, IA 52601**

**Phone: 319-753-8203  
Fax: 319-753-8227**

Date: May 7, 2025  
Department: Board of Supervisors  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary
Tom Broeker 0001-01-9000-000-10010	75	\$22.36	\$43,768.44
Jim Cary 0001-01-9000-000-10010	75	\$22.36	\$43,768.44
Shane McCampbell 0001-01-9000-000-10010	75	\$22.36	\$43,768.44
Cheryl McVey 0001-99-9000-000-10010			\$65,530.04
Ted Keuchmann 0001-60-9040-000-10000	80	\$31.40	\$65,573.51
April Broadhurst 0001-60-9040-000-10000	80	\$31.40	\$65,573.51



Des Moines County  
513 N Main St  
PO Box 784  
Burlington, IA 52601

Date: May 7, 2025  
Department: Auditor  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY24 Hourly Rate	FY25 Salary
Sara Doty 0001-02-8000-000-10010 (50%) 0001-02-9010-000-10010 (50%)	75	\$46.23	\$90,485.52
Cheryl McVey 0001-02-9010-000-10020 (35%) 0001-99-9000-000-10010 (65%)	75	\$51.16	\$100,141.00 \$34,610.72 \$65,530.04
Karla Cornick 0001-02-9010-000-10020	75	\$36.98	\$72,388.42
Sue Poling 0001-02-9010-000-10020	75	\$36.98	\$72,388.42
Angie Paytes 0001-02-9010-000-10030	75	\$21.68	\$42,429.00
Layne Luttenegger 0001-02-9010-000-10080	75	\$26.35	\$51,576.74



Des Moines County  
513 N Main St  
PO Box 784  
Burlington, IA 52601

Date: May 08, 2025  
Department: Des Moines County Conservation  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY26 Hourly Rate	FY26 Salary
Chris Lee-Director 0027-22-6100-000-10010	80	\$35.47	\$74,058.12
Jeff Breuer-Admin Asst 0027-22-6100-000-10050	80	\$26.29	\$54,890.04
Tanner Grimm-Ops Supervisor 0027-22-6110-000-10020	80	\$27.48	\$57,385.04
Tanner Gebhardt-Nat Resource Mgr 0027-22-6110-000-10030	80	\$23.90	\$49,900.03
Brian Havener-Conservation Tech 0027-22-6110-000-10070	80	\$20.91	\$43,662.53
Brandon Roland-Conservation Tech 0027-22-6110-000-10070	80	\$23.30	\$48,652.53
Marcus Nack-EE Manager 0027-22-6120-000-10070	80	\$28.38	\$59,256.29
Shania Hansen-Naturalist 0027-22-6120-000-10090	80	\$20.31	\$42,415.03
Jacklyn Goodman - PT Cons Tech 0027-22-6110-000-10100	29	\$21.81	



## SECONDARY ROAD DEPARTMENT DES MOINES COUNTY, IOWA

*Roads and Bridges for Des Moines County*

13522 Washington Road  
West Burlington, IA 52655

Phone (319) 753-8241  
Fax (319) 753-8740

May 1, 2025

TO: Sara Doty, County Auditor  
FROM: Brian J. Carter, P.E. & P.L.S., County Engineer  
SUBJECT: FY 2026 Appointments

The following are appointments for FY 2026:

Devon Bell	Assistant to the Engineer 0020-20-7010-212-10000	\$ 83,952
Mark Beik	Road Superintendent 0020-20-7110-461-10000 20% 0020-20-7210-624-10000 5% 0020-20-7110-451-10000 25% 0020-20-7120-522-10000 20% 0020-20-7110-481-10000 30%	80,320
Jeff Chase	Road Superintendent 0020-20-7110-461-10000 20% 0020-20-7210-522-10000 20% 0020-20-7110-624-10000 5% 0020-20-7110-451-10000 25% 0020-20-7110-481-10000 30%	80,320
Rebecca Purchase	Administrative Assistant 0020-20-7000-122-10000	63,338
Travis Sours	Survey Chief 0020-20-7010-213-10000	72,158
Adrianna Wykert	Office Manager 0020-20-7000-113-10000	47,382
Brian Carter	County Engineer 0020-20-7000-111-10000 80% 0020-20-7010-211-10000 20%	153,223

All employees are 80 hours per payroll.

RECEIVED

MAY 05 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA



Natalie Steffener  
Des Moines County Recorder/Registrar  
513 N. Main Street  
Burlington, IA 52601  
Phone: (319)753-8221  
steffenern@dmcounty.com



Date: April 30, 2025  
Department: Recorder  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary
Natalie Steffener, Recorder 0001-07-8110-000-10010	75	\$44.79	\$87,672.88
Jennifer Patterson, 1st Deputy 0001-07-8110-000-10020	75	\$30.46	\$59,617.56
Renae Koehler, 2nd Deputy 0001-07-8110-000-10020	75	\$26.43	\$51,727.00
Kathryn Beach, Clerk 1 0001-07-8110-000-10030	75	\$22.76	\$44,550.44

RECEIVED

MAY 02 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

Des Moines County, Iowa  
Public Health



505 Curran St.

Burlington, IA 52601

Phone: 319-753-8290

Fax: 319-753-8703

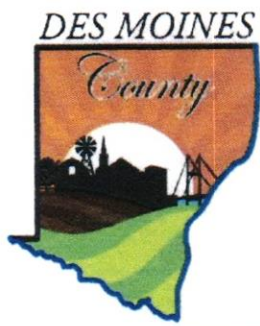
Date: May 7, 2025  
Department: Public Health  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

RECEIVED

MAY 29 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary	Salary with Fringe
Ronald Lee II 0001-23-3000-000-10040	80	\$28.18	\$58,838.75	\$92,005.00
Lisa McGinity 0001-23-3000-000-10040	80	\$28.18	\$58,838.75	\$94,286.85
Brigitte Davis 0001-23-3000-000-10040 .4 FTE 0001-23-3030-000-10040	80	\$28.18	\$58,838.75	\$91,420.48
Julie Melchior 0001-23-3040-000-10060	80	\$19.72	\$41,180.09	\$57,865.95
Jennifer Hartman 0001-23-3040-000-10060	80	\$19.72	\$41,180.09	\$71,328.47
Julie Shaw 0001-23-3060-000-10040	80	\$16.69	\$34,841.06	\$63,321.59
Melinda Morris 0001-23-3060-000-10040	80	\$16.69	\$34,841.06	\$50,443.59
Nancy Stewart 0001-23-3060-000-10040	80	\$16.69	\$34,841.06	\$50,443.59
Holly Barksdale .5 FTE 0001-23-3000-000-10040 .5 FTE 0001-23-3040-000-10020	80	\$31.69	\$66,171.27	\$88,589.41
Christa Poggemiller 0001-23-3040-000-10010	80	\$47.00	\$98,133.85	\$137,884.21



# Des Moines County

## Information Technology Department

513 N. Main Street  
Burlington, IA 52601  
PH: 319.753.8238

E-Mail: [dmcinfotech@dmcounty.com](mailto:dmcinfotech@dmcounty.com)

June 1<sup>st</sup>, 2025

Board of Supervisors  
Court House  
Burlington, IA 52601

Dear Board Members:

As of July 1, 2025, please honor the following appointments in the Information Technology Department for fiscal year 2025-2026.

### Information Technology Department – Appointments for 2025-2026 Fiscal Year

Name	Title	Expenditure Account #	Letter of Appointments as per Board Discussion w/ IT Director	Longevity
Gerst, Colin	IT Director	0001-52-9110-000-10010	\$108,413.00	\$2,240.00
Mehmert, Brandon	IT Deputy Director	0001-52-9110-000-10020	\$76,492.00	\$1,640.00
Mason, Stuart	IT Network Admin	0001-52-9110-000-10020	\$67,784.00	\$1,940.00
Miller, Jesse	IT Systems Admin	0001-52-9110-000-10020	\$67,163.00	\$840.00

Sincerely:

Colin Gerst  
Des Moines County  
IT Director

RECEIVED

MAY 02 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA



Des Moines County  
513 N Main St  
PO Box 784  
Burlington, IA 52601

Date: May 1, 2025  
Department: Assessor  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

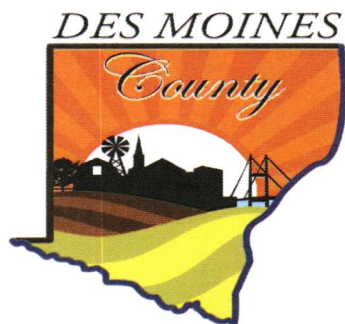
Employee/Position	Hours in Pay Period	FY26 Hourly Rate	FY26 Salary
Matthew Warner Assessor 4100-69-0500-000-10010	75	\$54.29	\$106,275.00
Brandi Martin Chief Deputy 4100-69-0500-000-10020	75	\$40.72	\$79,706.00
Andrea Bowen Deputy 4100-69-0500-000-10020	75	\$38.00	\$74,392.00
Steve Etka Appraiser 4100-69-0500-000-10050	75	\$30.75	\$60,197.00

RECEIVED

MAY 01 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA





513 N Main St  
PO Box 784  
Burlington, IA 52601

Phone: 319-753-8294

Date: April 30, 2025  
Department: Maintenance  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary
Rodney Bliesener	75	\$42.27	\$82,751.00
0001-51-9100-000-10010			
Jack Brissey	75	\$30.20	\$59,109.00
0001-51-9100-000-10090			
Gauge Johnson	75	\$23.83	\$46,639.00
0001-51-9100-000-10020			
Alex Schnedler	75	\$23.83	\$46,639.00
0001-51-9100-000-10020			

RECEIVED

MAY 01 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA



Shannon Prado- Coordinator  
Burlington • Danville • Mediapolis •  
Middletown • West Burlington • Des Moines  
County

Date: April 30, 2025  
Department: Emergency Management  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY26 Hourly Rate	FY26 Salary
Shannon Prado 4000-70-0530-000-10010	80	\$35.43	\$73,973.92

RECEIVED

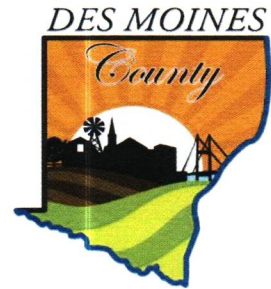
MAY 01 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA



**DES MOINES COUNTY  
VETERANS AFFAIRS**

**910 Cottonwood Ct. Suite 1000  
Burlington, IA 52601  
Ph: (319)752-7171 Fax (319)754-8556**



Des Moines County Auditor  
513 N. Main St.  
Burlington, IA 52601

Board of Supervisors:

This is to advise you that the current annual salary of the Veterans Affairs Administrator is \$40,422.00 per year. After a 5% raise becomes effective July 1, 2025, the salary will be \$42,444.00.

There are three Veterans Affairs Commissioners (Arne Hausknecht, Marilyn Box, and Thomas Rowley) They meet monthly and are paid \$25 per meeting.

Sincerely,

*Brooke Marland*

Brooke Marland

**RECEIVED**

**MAR 18 2025**

**DES MOINES CO. AUDITOR  
BURLINGTON, IOWA**



**SERVING DES MOINES COUNTY VETERANS**





**Mental Health Agency of Southeast Iowa (MHASEI)**  
**Mental Health and Disability Service Region**  
**Appanoose, Davis, Des Moines, Henry, Jefferson, Keokuk,**  
**Lee, Louisa, Mahaska, Monroe, Van Buren, Wapello,**  
**& Washington Counties**

Des Moines County Auditor  
513 North Main Street  
Burlington, IA. 52601

The following is the Annual Appointment for Des Moines County Community Services

**Patty Brooks-Administrative Assistant**

Salary effective July 1, 2024, approved on 2/14/24

\$60,522.80 (Longevity included in salary)

Account# 0016-60-9040-10000

Respectfully Submitted,

**Tami Gilliland**

**Mental Health Agency of Southeast Iowa**

**RECEIVED**

**MAY 01 2025**

**DES MOINES CO. AUDITOR  
BURLINGTON, IOWA**

# Des Moines County GIS Commission



Des Moines County, IA  
513 N. Main St.  
Burlington, IA 52601  
Phone/Fax (319)753-8759  
gis@dmcounty.com

May 01, 2025

To: Sara Doty

From: Austin Roelfs, GIS Coordinator

RE: Fiscal Year 2025/2026

---

## GIS Department

Employee/Position	Hours in Pay Period	FY25/26 Hourly Rate	FY25/26 Salary
Austin Roelfs-Coordinator 0003-33-9120-000-10010	75	\$37.60	\$73,600.00
Alex Engel-GIS Tech 0003-33-9120-000-10020	75	\$22.03	\$43,130.00

RECEIVED

MAY 01 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

Des Moines County, Iowa  
County Attorney's Office

Lisa Schaefer, County Attorney



100 Valley St.  
Burlington, IA 52601

Phone: 319-7538209

Date: May 29, 2025  
Department: County Attorney  
To: Board of Supervisors  
RE: FY2026 Salaries and Annual Appointments

RECEIVED

MAY 29 2025

DES MOINES CO. AUDITOR  
BURLINGTON, IOWA

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary
Lisa Schaefer 0001-04-1100-000-10010	75	\$75.75	\$148,275.00
Erin Stensvaag 0001-04-1100-000-10020	75	\$53.84	\$105,397.00
Terri Quartucci 0001-04-1100-000-10020	75	\$53.84	\$105,397.00
Trent Henkelvig 0001-04-1100-000-10020	75	\$50.57	\$98,999.00
Cassandra Kilby 0001-04-1100-000-10020	75	\$38.31	\$75,000.00
Brandon Weddle 0001-04-1100-000-10050	75	\$27.56	\$53,947.00
Diana Schneden 0001-04-1100-000-10050	75	\$27.43	\$53,686.00
Hayley Hamelton 0001-04-1100-000-10050	75	\$24.79	\$48,534.00
Tammy Taylor 0001-04-1100-000-10030	75	\$21.68	\$42,430.00
Danielle Cassiday 0001-04-1100-000-10050	75	\$20.93	\$40,968.00
Kay Hagen 0001-04-1100-000-10050	75	\$20.41	\$39,946.00



## Des Moines County Treasurer's Office

Janelle Nalley-Londquist, Treasurer  
513 N. Main Street, Suite 13; P.O. Box 248  
Burlington, IA 52601

### Motor Vehicle Department

Michelle Reynolds, Deputy  
Gina Beckman, Deputy  
[dmcmv@dmcounty.com](mailto:dmcmv@dmcounty.com)  
Phone: (319) 753-8273



### Property Tax Department

Debra Moore, Deputy  
Julie Howe, Deputy  
[dmctax@dmcounty.com](mailto:dmctax@dmcounty.com)  
Phone: (319) 753-8252

[www.iowatreasurers.org](http://www.iowatreasurers.org)

May 30, 2025

Dear Board Members,

For the Fiscal Year 2025-2026, please honor the following appointments in the Treasurer's Office. Clerk wages are per union contract.

Employee/Position	Hours in Pay Period	FY25 Hourly Rate	FY25 Salary
Michelle Reynolds, 1st Deputy-MV 0001-03-8100-000-10020	75	\$36.52	\$71,482.58
Gina Beckman, 2nd Deputy-MV 0001-03-8100-000-10020	75	\$32.46	\$63,540.07
Christine Hay, Clerk II-MV 0001-03-8100-000-10030	75	\$16.24	\$31,781.55
Jennifer Phillips, Clerk II-MV 0001-03-8100-000-10030	75	\$19.93	\$39,016.51
Jillian Allen, Clerk II-MV 0001-03-8100-000-10030	75	\$20.41	\$39,945.32
Alana Capps, Clerk II-MV 0001-03-8100-000-10030	75	\$21.68	\$42,429.00
Debra Moore, 1st Deputy-Tax 0001-03-9020-000-10020	75	\$36.52	\$71,482.58
Julie Howe, 2nd Deputy-Tax 0001-03-9020-000-10020	75	\$31.56	\$61,775.07
Jodie Johnson, Clerk I-Tax/MV 0001-03-9020-000-10030	75	\$22.76	\$44,550.44
Janelle Nalley-Londquist, Treasurer 0001-03-9020-000-10010	75	\$45.08	\$88,250.10

Sincerely,

Janelle Nalley-Londquist  
Des Moines County Treasurer

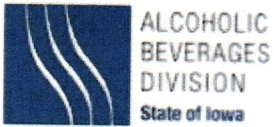
Fri, 30 May 2025



**Des Moines County Communications**  
1401 W. Agency Road Suite 070 West Burlington, IA 52655  
319-671-7001

Date: May 30, 2025  
Department: DESCOM  
To: Board of Supervisors  
RE: FY 26 Salaries and Annual Appointments

Employee/Position	Hours in Pay Period	FY26 Hourly Rate
Roger Cook	80	28.85
Brandall Diaz	80	28.16
Maureen Ervine	80	29.56
Martha Grimshaw	16	15.00
Kathleen Houlton	56	28.16
Shanna Krogmeier	80	38.08
Kevin Newberry	80	29.56
Jeremy Parker	80	28.16
Kirk Schneden	80	31.89
Heidi Smith	80	29.56
Michelle Talley	80	31.89
Coleton Zahner	80	28.85
Travis Oliver	80	25.52



# State of Iowa

Alcoholic Beverages Division

App 222391

## Applicant

NAME OF LEGAL ENTITY

City of Burlington

NAME OF BUSINESS(DBA)

Flint Hills Municipal Golf Course

BUSINESS

(319) 752-2018

ADDRESS OF PREMISES

12842 102nd Avenue

PREMISES SUITE/APT NUMBER

CITY

COUNTY

ZIP

Burlington

Des Moines

52601

MAILING ADDRESS

12842 102nd Avenue

CITY

Burlington

STATE

Iowa

ZIP

52601

## Contact Person

NAME

Brad Selby

PHONE

(319) 752-2018

EMAIL

selbyb@burlingtoniowa.org

## License Information

LICENSE NUMBER

BW0097747

LICENSE/PERMIT TYPE

Special Class C Retail Alcohol License

TERM

12 Month

STATUS

Submitted to Local Authority

TENTATIVE EFFECTIVE DATE

June 16, 2025

TENTATIVE EXPIRATION DATE

June 15, 2026

LAST DAY OF BUSINESS

SUB-PERMITS

Special Class C Retail Alcohol License

pg 1 of 3





# State of Iowa

Alcoholic Beverages Division

## PRIVILEGES

Outdoor Service

## Status of Business

### BUSINESS TYPE

Municipality

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Bradley Selby	Burlington	Iowa	52601	Recreation Manager	0.00	Yes

### • Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
City of Burlington	42-6004309	Burlington	Iowa	52601	100.00

## Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

June 16, 2025

POLICY EXPIRATION DATE

June 16, 2026

DRAM CANCEL DATE

pg 2 of 3

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



ALCOHOLIC  
BEVERAGES  
DIVISION  
State of Iowa

# State of Iowa

Alcoholic Beverages Division

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE

49343

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Sara Rouse Employee #: \_\_\_\_\_  
Title: Special Projects/Victim Witness Department: County Attorney  
Coordinator

## STATUS CHANGES

### TERMINATION

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

### TRANSFER

☒ Permanent ☐ Voluntary  
☐ Temporary ☐ Involuntary

\_\_\_\_\_  
Last Day Worked \_\_\_\_\_  
Add Vacation Days 0 to \_\_\_\_\_  
Add Sick Days 0 to \_\_\_\_\_  
Add Other Days 0 to \_\_\_\_\_  
Last Day Paid \_\_\_\_\_  
Unpaid Days \_\_\_\_\_ Personal hrs \_\_\_\_\_

Previous Title \_\_\_\_\_  
Previous Dept \_\_\_\_\_  
New Job Title \_\_\_\_\_  
New Dept \_\_\_\_\_  
Previous Rate hourly 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

☐ Maternity ☐ Educational  
☐ Medical ☐ Military  
☐ Other, Explain \_\_\_\_\_

Dates of Absence \_\_\_\_\_ to \_\_\_\_\_

### SALARY ADJUSTMENT

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

Full Time-\$31,781.00- New Hire  
0001-04-1100-000-10050-Starting Date 06/02/2025

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

Previous Rate \_\_\_\_\_ New Rate \$31,781.00/yr

Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: \_\_\_\_\_

Authorized by: \_\_\_\_\_  
Authorized by: \_\_\_\_\_

Department: \_\_\_\_\_  
Department: \_\_\_\_\_

Lisa K. Schaefer  
County Attorney

Date: \_\_\_\_\_  
Date: \_\_\_\_\_

Pay Period Ending: \_\_\_\_\_

Payroll Date: \_\_\_\_\_

# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Dominick Foster Employee #: 0961  
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  
**18 month step increase**

Previous Rate **\$51,128.19** New Rate **\$52,259.254**  
Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: **July 2, 2025**

Authorized by: [Signature] Department: Correctional Center Date: June 4, 2025  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: July 5, 2025 Payroll Date: July 11, 2025

Emailed Payroll: 06-05-25



# NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Ben Nahorny Employee #: \_\_\_\_\_  
Title: Reserve Department: Sheriff's Office

## 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 (Check # of Hours) ☐ Probationary  
☐ 74.77 Hours ☐ Demotion  
☐ 80 Hours ☐ Reduction  
☐ Anniversary ☐ Suspension  
☐ Promotion ☐ Other, Explain \_\_\_\_\_

Previous Rate \_\_\_\_\_ New Rate \_\_\_\_\_

Previous Job Title: (if changed) \_\_\_\_\_  
Effective Date: June 2, 2025

Authorized by: K. G. G. G. Department: Sheriff's Office Date: 6/4/25  
Authorized by: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

Pay Period Ending: June 7, 2025 Payroll Date: June 13, 2025

DES MOINES CO TREASURER

-----  
DATE : 6/3/2025 10:16 AM  
OPER : 03-Julie  
TKBY : Julie Howe  
TERM : 3  
REC# : R00500656  
=====

400 Miscellaneous Receipt	25580.91
DMC RECORDER OFFICE	25580.91
AFFIDAVITS & ARTICLES	575.00
0001-1-07-8110-400010	-575.00
CONTRACTS	325.00
0001-1-07-8110-400015	-325.00
DEEDS	1955.00
0001-1-07-8110-400020	-1955.00
EASEMENTS	500.00
0001-1-07-8110-400025	-500.00
MISCELLANEOUS	195.00
0001-1-07-8110-400030	-195.00
MORTGAGES	8345.00
0001-1-07-8110-400035	-8345.00
PLATS	175.00
0001-1-07-8110-400040	-175.00
TAX LIENS-ST OF IA	155.00
0001-1-07-8110-400045	-155.00
TRADE NAMES	40.00
0001-1-07-8110-400050	-40.00
FIN STMTS FIXTURE FILING	55.00
0001-1-07-8110-400055	-55.00
SNOWMOBILE TITLE & LIENS-DNR	225.00
0001-1-07-8110-401000	-225.00
BOAT LIEN -DNR	45.00
0001-1-07-8110-402000	-45.00
BOAT/SNOW WRITING FEES-DNR	1332.00
0001-1-07-8110-403000	-1332.00
HUNT/FISH WRITING FEES-DNR	8.00
0001-1-07-8110-403001	-8.00
REVENUE STAMPS-IA DEPT REV	6300.67
0001-1-07-8110-404000	-6300.67
TRANSFER FEES - AUDITOR	1035.00
0001-1-07-8110-410000	-1035.00
VITAL RECORDS-DEPT PUBLIC HEALTH	2036.0
0001-1-07-8110-413000	-2036.00
PASSPORTS-USD STATE	1045.00
0001-1-07-8110-415000	-1045.00
OTHER MISC FEES & COPIES	477.90
0001-1-07-8110-550000	-477.90
RECORDER'S REC MGT FEE	547.00
0024-1-07-8110-414000	-547.00
TRB - INT ON CK'G-TWO RIVERS	4.09
0001-1-07-8110-600000	-4.09
REC'S NON-REF OVER PYMT	0.25
0001-4-99-9030-822000	-0.25
DNR - BOAT TITLE FEE	205.00
0027-1-22-6110-412000	-205.00

Paid By:DMC RECORDER OFFICE  
2-Check 25580.91 REF:5071  
-----

APPLIED	25580.91
TENDERED	25580.91

-----  
CHANGE 0.00  
-----



# MISCELLANEOUS RECEIPTS TO TREASURER

DATE: June 3, 2025 \_\_\_\_\_

<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	\$575.00	5/30/2025
"	Public - Contracts	CT	0001-1-07-8110-400015	\$325.00	"
"	Public - Deeds	DDS	0001-1-07-8110-400020	\$1,955.00	"
"	Public - Easements	EM	0001-1-07-8110-400025	\$500.00	"
"	Public - Miscellaneous	MI	0001-1-07-8110-400030	\$195.00	"
"	Public - Mortgages	MTG	0001-1-07-8110400035	\$8,345.00	"
"	Public - Plats	PLT	0001-1-07-8110-400040	\$175.00	"
"	State of Iowa-Tax Liens	TL	0001-1-07-8110-400045	\$155.00	"
"	Public - Trade Names	TN	0001-1-07-8110-400050	\$40.00	"
"	Public - Fin. Stmts - Fixture Filings	FSF	0001-1-07-8110-400055	\$55.00	"
"	DNR - ATV Titles & Liens	ST	0001-1-07-8110-401000	\$225.00	"
"	DNR - Boat Liens Fee	BL	0001-1-07-8110-402000	\$45.00	"
"	DNR - Boat/Snow Writing Fees	WFB	0001-1-07-8110-403000	\$1,332.00	"
"	DNR - Hunt & Fish Writing Fees	WFH	0001-1-07-8110-403001	\$8.00	"
"	Ia Dept of Rev - Rev Stamp Fee	RS	0001-1-07-8110-404000	\$6,300.67	"
"	Public - County Transfer Fees	TF	0001-1-07-8110-410000	\$1,035.00	"
"	Ia Dept of Health - Vital Record Fee	VR	0001-1-07-8110-413000	\$2,036.00	"
"	US Dept of State - Passports	PP	0001-1-07-8110-415000	\$1,045.00	"
"	Public - PhotoCopy/Fax Fees	OMI	0001-1-07-8110-550000	\$477.90	"
"	Public - Recorder's Record Mgt Fees	RMF	0024-1-07-8110-414000	\$547.00	"
"	Two Rivers - Interest on Checking	IC	0001-1-07-8110-600000	\$4.09	"
"	Public - Non-refund Over Payment	NR	0001-4-99-9030-822000	\$0.25	"
"	DNR - Boat Title Fee	BT	0027-1-22-6110-412000	\$205.00	"

TOTAL \$25,580.91

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

BY \_\_\_\_\_  
INITIALS

TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION: \_\_\_\_\_

DATE: June 3, 2025

[illegible]

BY \_\_\_\_\_  
TREASURER'S RECEIPT NUMBER ISSUED FOR THIS TRANSACTION \_\_\_\_\_





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**

05/01/2025 thru 05/30/2025

SHERIFF FEES	11,689.54
MILEAGE	615.17
R & B	2,780.97
INTEREST	11.95
TOTAL	<u>\$15,097.63</u>

12,304.71  
- 87.50  
12392.21  
Fees  
Refunded  
From  
Prev.  
Month

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

June 3, 2025

The Des Moines County Board of Supervisors met in a regular session at the Court House in Burlington at 9:00 AM on Tuesday, June 3<sup>rd</sup>, 2025, with Chair Jim Cary, Vice-Chair Shane McCampbell and Member Tom Broeker 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 thanked the public for the contribution to the food drive her office held last month. Her office remains busy working on end of fiscal year items. Sheriff Kevin Glendening reported the jail population is at 78. Public Health Director Christa Poggemiller reported her office is busy. Assistant Land Use Administrator Jarred Lassiter reported he has an agenda item. Conservation Director Chris Lee stated they will hold the Outdoor Youth Jamboree at Big Hollow this weekend. They also have River Days at the Riverfront the following weekend and summer camps beginning for the youth at Starrs Cave. Safety Director Angela Vaughan reported she is busy. Administrative Assistant Becky Purchase reported the Contractor at the Highway 99 project is starting at 7 ponds road today with the milling process and hoping to wrap that portion up this week.

No correspondence was received.

Approval of Accounts Payable Claims in the amount of \$699,328.15 were presented. McCampbell made a motion to approve and was seconded by Broeker.

Approval Resolution #2025-029 & Final Plat of Fye Subdivision was presented. Broeker made a motion to approve and was seconded by McCampbell.

#### **INSERT RESOLUTION #2025-029**

Approval of Personnel Actions – Sheriff – Dave Murguia, moving from 8 hour days Monday – Friday, to 10 hour days effective 6/2/25. McCampbell made a motion to approve and was seconded by Broeker.

#### **Reports:**

1. Veterans Affairs Monthly Report, May 2025

Broeker motioned to approve May 27<sup>th</sup>, 2025, regular meeting minutes and was seconded by McCampbell.

In Other Business, Broeker reported an update of the housing project with Midwest Realty. This item will be on next week's agenda.

During Public Input, Cindy Newberry delivered to the Board of Supervisors a stack of petitions for a moratorium for the Wind Turbine Ordinance. She received over 500 signatures.

The meeting was adjourned at 9:18 a.m.

Following the meeting the Board of Supervisors held a Work Session regarding the Wind Ordinance. Broeker started the meeting off by thanking the members of the County for their concerns, their input, their thoughts, and the willingness to work with each other in a kind respective manner. The Board of Supervisors discussed some of the different changes they would like to see with the public in attendance. The Board of Supervisors requested they pick a topic for each work session, to stay on task with the certain topic at hand. There will be another work session held next week regarding permitting for the wind turbines.

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

Jim Cary, Chair

Attest: Sara Doty, County Auditor