

June 28, 2022

Meeting of the Clayton County Board of Supervisors at 600 Gunder Road NE, Elkader, Iowa.

Present: Steve Doeppke, Sharon Keehner, and Ray Peterson

Guests: Ed VanLennep, Eldon Fenton, Sue Meyer, Jared Bucksa, Shawn Romler, Patti Ruff, Rafe Koopman, Jenna Pollock, Ross Malcolm, Julien Merritt, Sarah Moser, John Anderson (via zoom), and Jennifer Garms

Doeppke moved, Keehner seconded to approve the minutes of the June 21, 2022 meeting. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Keehner moved, Doeppke seconded to approve zoning fee changes effective July 1, 2022 as listed. Ayes: Doeppke, Keehner, Peterson. Motion carried.

- Building Permits:
 - \$0 - \$100,000 - \$100.00
 - \$100,000 - \$200,000 - \$150.00
 - \$200,000 - \$500,000 - \$200.00
 - \$500,000 - \$1,000,000 - \$300.00
 - \$1,000,000+ - \$500.00
- Zoning Petitions: Regular Meeting - \$200.00; Special Meeting - \$300.00
- Board of Adjustment Appeals: Regular Meeting - \$150.00; Special Meeting - \$300.00
- Commercial Towers: \$500.00
- Wind Towers: Private - \$100.00; Commercial \$1,000.00

Doeppke moved, Keehner seconded to award the bid for two new motorgraders (opened on June 14, 2022) to Ziegler who bid two CAT 140 AWD at \$409,250.00 each (with discount taken off the top previously) and possible \$78,500 CAT 112 TI and \$86,500 CAT 115 TI for a net total price of \$653,500.00. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Keehner moved, Doeppke seconded to approve the non-union contracts for Secondary Roads employees. Ayes: Doeppke, Keehner, Peterson. Motion carried.

The Board discussed the Rural Services site with Hawkeye Sanitation.

Keehner moved, Doeppke seconded to approve the exchange of initial proposal for re-opening of Sheriff's Office Collective Bargaining Agreement. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Keehner moved, Doeppke seconded to approve the First Amended Sheriff's Office Collective Bargaining Agreement for 2021-2024. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Doeppke moved, Keehner seconded to approve the exchange of initial proposal for re-opening of Secondary Roads Collective Bargaining Agreement. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Keehner moved, Doeppke seconded to approve the First Amended Secondary Roads Collective Bargaining Agreement for 2021-2024. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Doeppke moved, Keehner seconded to approve a cigarette permit for FastTRAK for FY2023. Ayes: Doeppke, Keehner, Peterson. Motion carried.

No appropriation changes were needed.

Keehner moved, Doeppke seconded to approve the claims as presented totaling \$285,589.07. Ayes: Doeppke, Keehner, Peterson. Motion carried.

Doeppke moved, Keehner seconded to approve resolution #18-2022 "FY2023 Wage Certifications". Roll Call Vote: Doeppke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #18-2022
FY2023 WAGE CERTIFICATIONS

WHEREAS, July 1, 2022, begins a new fiscal year which necessitates the certification of deputy, clerk and a variety of other employees' wages effective July 1, 2022;

WHEREAS, the Conservation Board staff wages are set by the County Conservation Board, the Assessor's Office staff is set by the Conference Board, and the EMA Director's is set by the Emergency Management Board.

WHEREAS, action has already been taken on the union contracts;

WHEREAS, the county officials were determined at the time of the county budget hearing and are as follows: County Auditor, Recorder, & Treasurer-\$65,508; County Attorney-\$87,344; County Sheriff-\$94,053; Chair, Board of Supervisors-\$36,625; County Supervisors-\$35,625;

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clayton County, that the following deputy salary percentages were certified for the fiscal year ending June 30, 2023:

Employee	Position	Percentage
Peggy K. Lane	First Deputy Auditor	85%
Amy Bahnsen	Deputy Auditor – Elections	77%
Amanda Sargent	Deputy Auditor – Accounts Payable	68%
Audrey Tschirgi	Deputy Treasurer – Administration	75%
Josie Fettkether	Deputy Treasurer – Universal	75%
Cathy White	Deputy Treasurer – Motor Vehicle	80%
Jodi Burgin	Deputy Treasurer – Drivers' License	66%
Crystal Cumberland	Deputy Treasurer – Drivers' License	69%
Rhonda Donlon	First Deputy Recorder	85%
Emily Sylvester	Second Deputy Recorder	66%
Steve Holst	Chief Deputy Sheriff	85% + longevity
Brent Ostrander	Sergeant & Deputy Sheriff - Criminal Investigator	81% + longevity
Mark Kautman	Deputy Sheriff – Criminal Investigator	80% + longevity
Riley Doeppke	Deputy Sheriff – Patrol	72% (75% 9/23/22)
Craig Johnson	Deputy Sheriff – Patrol/Cellebrite	79.5% + longevity
Jedediah Jones	Deputy Sheriff – Patrol/DRE	79.5% + longevity
Matthew Moser	Sergeant & Deputy Sheriff - K-9 Handler	81% + longevity
Jack Ostrander	Deputy Sheriff – Patrol	79% + longevity
Eric Van Horn	Deputy Sheriff – Patrol	67% (72% 9/5/22)
Dylan Rumph	Deputy Sheriff – Traffic Investigator	80%
Brandon Taylor	Deputy Sheriff – Patrol	79%
Devon Baumgartner	Deputy Sheriff – Patrol	79%

BE IT FURTHER RESOLVED that the following employee wages are certified:

Employee	Position	Pay
Justin Flage	IT Director	\$57,354/yr.
Anne E.H. Kruse	Assistant Co. Attorney	\$61,021/yr.
Sarah Whittle	Attorney Secretary	\$20.04/hr.
Tammy Sylvester	Sheriff Administrative Assistant	\$24.98/hr.+ longevity
Chris Scott	Jail Administrator	\$24.15/hr.
Samantha Rumph	E911 Coordinator	\$45,900/yr.
	Sheriff Reserve Officers	\$17.42/hr.
Dave Tschantz	Courthouse Security	\$18.20/hr.
Paul Bazyn	Courthouse Security	\$18.20/hr.
John Bell	Courthouse Security/Water Patrol	\$18.20/hr.
Terry Puelz	Part-time Maintenance Custodian, Jail	\$28.60/hr.
David Swope	Part-time Cook	\$15.91/hr.
Mary Koresh	Part-time Cook	\$15.91/hr.
Rachel Bushkofsky	Part-time Cook	\$15.91/hr.
David Heck	Part-time Custodian	\$16.64/hr.
Myron Phelps	Custodian – Courthouse/ Office Bldg.	\$43,291/yr.

Kris Phelps	Custodian – Courthouse/ Office Bldg.	\$43,291/yr.
Patti Ruff	Health & Zoning Administrator	\$54,990/yr.
Jean Gage	CPC, Veteran Affairs, General Relief Director	\$22.61/hr.
Sheryl Stoffel	Veteran Affairs Assistant	\$14.00/hr.
	Township Trustees and Clerks	\$40.00/day (Resolution)
	Township Clerks	\$20.00/hr. (Resolution)
Richard Bahls	Head Garbage Monitor	\$15.40/hr.
Fred Kinne	Garbage Monitor	\$14.85/hr.
Jerry Koons	Garbage Monitor	\$14.85/hr.
Rafe Koopman	County Engineer	\$110,923.72/yr.
Bart Burgin	Assistant to the Engineer	\$31.51/hr. + longevity
Greg Lower	Maintenance Foreman	\$29.55/hr. + longevity
Tony Puelz	Maintenance Foreman	\$29.55/hr. + longevity
Trampus Thornton	Shop Foreman	\$27.13/hr. + longevity
Chris Weber	Bridge Crew Foreman	\$27.13/hr. + longevity
Michael Bahls	Construction Foreman	\$27.13/hr. + longevity
Adam Lake	Roadside Manager	\$26.13/hr. + longevity + \$1.00/hr. when working as weed commissioner
Peg Connor	Administrative Assistant to the Engineer	\$25.63/hr. + longevity
Eli Garms	GIS/Administrative Assistant to the Engineer	\$25.63/hr. + longevity

Keehner moved, Doeppke to approve resolution #19-2022 “FY2023 Operating Transfers”. Roll Call Vote: Doeppke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #19-2022
FY2023 OPERATING TRANSFERS

WHEREAS, because of legal restrictions in regard to budgeting and the use of levies it becomes necessary to make operating transfers between funds,

WHEREAS, the County Auditor monitors the need for these transfers,

WHEREAS, a calculation needs to be done to determine the exact maximum budget transfer amount for the fiscal year,

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, that the County Auditor, is authorized to make operating transfers as prescribed by and in accordance with the adopted budget for fiscal year ending June 30, 2023, as the need arises for such transfers throughout the year. Those budgeted amounts are:

<u>Fund Transfer from</u>	<u>Fund Transfer to</u>	<u>Amount</u>
Rural Services Basic Fund	Secondary Road Fund	\$2,000,000

Keehner moved, Doeppke to approve resolution #20-2022 “FY2023 Departmental Appropriations”. Roll Call Vote: Doeppke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #20-2022
FY2023 DEPARTMENTAL APPROPRIATIONS

WHEREAS, it is desired to make appropriations for all officers and departments for the fiscal year beginning July 1, 2022, in accordance with Section 331.434, Subsection 6, Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, as follows:

Section 1. The amounts itemized by fund and by department or office are hereby appropriated as per adopted budget and presented in the following table:

DEPARTMENT/OFFICE	TOTAL	DEPARTMENT/OFFICE	TOTAL
Board of Supervisors	\$946,287	Conservation	\$1,726,205
Auditor	\$428,375	Board of Health	\$218,078
Treasurer	\$491,543	Social Welfare	\$6,150
Attorney	\$258,568	Care Facility	\$25,000
Sheriff	\$2,169,026	Medical Examiner	\$60,000
Communications	\$492,235	Jail/Correctional Services	\$761,230
Recorder	\$277,179	Court Administration	\$105,859
Courthouse	\$120,290	Historic Preservation	\$2,050
Office Building	\$120,420	General Services	\$14,400
Economic Dev. Office Bldg.	\$9,500	Data Processing	\$412,507
Civil Service Commission	\$950	Health & Zoning	\$119,438
General Relief	\$70,762	Pioneer Cemetery Comm.	\$2,000
Secondary Rds/Eng.	\$10,701,517	Non-Departmental	\$3,616,167
Veteran Affairs	\$83,927		
		GRAND TOTAL:	\$23,239,663

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer to make expenditures or incur obligations from the itemized fund, effective July 1, 2022.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2022/2023 budget year the Auditor ascertains that, the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately inform the Board of Supervisors and recommend appropriate corrective action.

Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and offices monthly, during the 2022/2023 fiscal year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of the business on June 30, 2023.

The Board attended the countywide safety meeting.

/s/ Ray Peterson, Board of Supervisors Chair

Attest: Jennifer Garms, Clayton County Auditor