

June 27, 2023 9:00 a.m.

The Jones County Board of Supervisors met in regular session. Present Chairman Swisher, Supervisors Oswald, Rohwedder, Schlarmann, and Zirkelbach.

Moved by Zirkelbach seconded by Rohwedder to approve the minutes of the June 20, 2023 and June 22, 2023 meetings. All aye. Motion carried.

Moved by Oswald seconded by Rohwedder to approve the payroll for the period ending June 18, 2023, as certified by the department heads. All aye. Motion carried.

Moved by Schlarmann seconded by Zirkelbach to approve the Right-To-Use Lease Asset Policy, effective June 27, 2023. All aye. Motion carried. [2023-089]

Moved by Zirkelbach seconded by Rohwedder to re-appoint Dave Tabor to the Jones County Conservation Board for a five-year term expiring June 30, 2028. All aye. Motion carried.

Moved by Rohwedder seconded by Oswald to re-appoint John Hinz to the Board of Adjustment for a five-year term expiring June 30, 2028. All aye. Motion carried.

Moved by Oswald seconded by Schlarmann to re-appoint Keith Stamp to the Planning and Zoning Commission for three-year terms expiring June 30, 2026. All aye. Motion carried.

Moved by Schlarmann seconded by Rohwedder to re-appoint Tim Fay to the Planning and Zoning Commission for three-year terms expiring June 30, 2026. All aye. Motion carried.

Moved by Zirkelbach seconded by Schlarmann to re-appoint Dennis Gray and Todd Dirks to the Veteran Affairs Commission for three-year terms expiring June 30, 2026. All aye. Motion carried.

Moved by Rohwedder seconded by Oswald to approve the FY24 Employer of Record Agreement with East Central Iowa Workforce Development Board. All aye. Motion carried. [2023-090]

The Auditor met with the Board to review end of the year interfund transfers and fund balances.

Supervisor Schlarmann introduced the following 2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-5 and moved its adoption, seconded by Supervisor Rohwedder. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-5

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$24,968.00 from the REAP Fund to the General Basic Fund; said transfer reimburses the General Fund for the balance of the expenditures incurred for the improvements at Pictured Rocks and for part of the Hale Wildlife Area land purchase which were not fully funded by grants and donations.

Supervisor Rohwedder introduced the following 2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-6 and moved its adoption, seconded by Supervisor Zirkelbach. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-6

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$301,626.25 from the Conservation Land Acquisition Trust Fund to the General Basic Fund, as further detailed:

- \$10,566.50 for expenses incurred by the General Fund at the Eby's Mill Wildlife Management Area during fiscal year 2023, as per the Board's Resolution adopted May 14, 2014 directing use of funds derived from income generated at said property;

- \$279,361.75 for expenses incurred by the General Fund in fiscal year 2023 for improvements and land purchase at the Hale Wildlife Area, said amount to be funded from income generated at said property and deposited in the Trust Fund;
- \$6,890.00 for expenses incurred by the General Fund for the bridge improvement project at Central Park during fiscal year 2023;
- \$4,808.00 for expenses incurred by the General Fund at the Grant Wood Trail during fiscal year 2023;

as said expenditures noted above are to be paid from donations and other funds held in the Conservation Land Acquisition Trust Fund for said purposes.

Supervisor Zirkelbach introduced the following 2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-7 & #22/23-8 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-7 & #22/23-8

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$102,500.00 from the General Basic Fund to the Secondary Road Fund and \$1,300,000.00 from the Rural Services Basic Fund to the Secondary Road Fund.

Supervisor Oswald introduced the following 2022/2023 INTERFUND TRANSFER RESOLUTION #22/23-9 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2022-2023 INTERFUND TRANSFER RESOLUTION #22/23-9

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$60,000.00 from the General Basic Fund to the Capital Projects Fund to be used for long-term facility improvements. Said amount represents a portion of the unspent appropriation for the General Services department.

Supervisor Zirkelbach introduced the following FUND BALANCE DESIGNATION RESOLUTION-General Fund and moved its adoption, seconded by Supervisor Rohwedder. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2023

General Fund – Committed Balance

BE IT RESOLVED by the Jones County Board of Supervisors that \$378,403 shall be held as committed fund balance in the General Fund, and designated as follows:

- \$55,000 for county facility capital projects including, but not limited to, tuck pointing, replacement of heating and/or cooling systems, new building construction, major facility renovation projects, security improvements, or acquisition of additional office and/or storage space; and for major software upgrades. Funds for these purposes have been budgeted in previous years, but not fully spent; said unspent funds are supplemented each year by designating a portion of the of the annual general fund property tax levy for such purposes.
- \$54,626 for Conservation Department capital improvements;
- \$66,955 for Conservation Department campground improvements;
- \$9,503for special GIS projects;
- \$52,319 for an aerial tax mapping update fund for a joint project with the Jones County Conference Board; and
- \$140,000 for a voting equipment replacement fund (in the General Supplemental Fund).

Supervisor Schlarmann introduced the following FUND BALANCE DESIGNATION RESOLUTION-Secondary Road Fund and moved its adoption, seconded by Supervisor Oswald. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, and whereupon the Chairman declared the resolution passed and adopted.

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2023
Secondary Road Fund

BE IT RESOLVED by the Jones County Board of Supervisors that 100% of the local option tax funds collected for road and bridge construction projects through June 30, 2023, less amounts previously transferred out for payment of road and bridge projects, be held as restricted fund balance on June 30, 2023 and committed for road and bridge projects.

The Auditor met with the Board to review salary and budget amounts for the upcoming fiscal year.

Supervisor Zirkelbach introduced the following FISCAL YEAR 2023/2024 SALARY RESOLUTION and moved its adoption, seconded by Supervisor Oswald. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2023/2024 SALARY RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following annual salaries effective July 1, 2023 be approved as recommended by the respective department heads for employees not covered by the collective bargaining agreement:

Ashley Kurt , Deputy Auditor	\$51,912.00
Michele Lubben , Deputy Auditor	\$66,513.00
Sheralyn Schultz , Deputy Auditor/Land Use Administrator	\$48,812.00
Kim Sorgenfrey , Deputy Auditor	\$68,946.00
Vicki Starn , Deputy Auditor	\$64,891.00
Cindy Hall , On-call Auditor's Clerk	\$14.25 per hour
Barb Lerch , On-call Auditor's Clerk	\$14.25 per hour
Glenda Theilen , On-call Auditor's Clerk	\$14.25 per hour
Amber Edwards , Deputy Treasurer	\$51,741.00
Rhonda Heasty , Deputy Treasurer	\$46,965.00
Stacey Hines , Deputy Treasurer	\$62,885.00
Deb Paulsen , Deputy Treasurer	\$66,069.00
Andrew Quinn , Deputy Treasurer	\$46,965.00
Michelle Toenjes , Deputy Treasurer	\$66,865.00
Kelly Dodge , County Attorney Secretary	\$56,306.00 plus applicable longevity
Sara Walker , Assistant County Attorney	\$108,639.00
Stephanie Coffey , Communications Supervisor	\$65,555.00 plus applicable longevity
Brian Eckhardt , Chief Deputy Sheriff, 85% of County Sheriff's salary,	\$111,484.00 plus applicable longevity
Lori Jess , Office Manager (Sheriff)	\$60,632.00 plus applicable longevity
Sarah Tate , Jail Administrator	\$76,900.00
Jason Andrews , Courthouse Security/Transport Supervisor	\$26.09 per hour
William Feldmann , On-call Court Area Security/Jail Transporter/Jailer	\$24.09 per hour
Stephanie Herrig , On-call Court Area Security/Jail Transporter/Jailer	\$24.09 per hour
Brian Horak , On-call Court Area Security/Jail Transporter/Jailer	\$24.09 per hour
Clement Sullivan , On-call Court Area Security/Jail Transporter/Jailer/Civil Service Officer	\$24.09 per hour
Kevin Steele , On-call Deputy Sheriff	\$36.62 per hour

Julie Althoff , Deputy Recorder	\$57,587.00
Paula Hart , Health Board Administrator	\$24.25 per hour
Derek Snead , County Engineer	\$134,882.00
Bridgette Bowers , Office Manager (Secondary Road)	\$55,777.00
Eric Grove , Engineer in Training	\$70,000.00 plus applicable longevity
Todd Postel , Assistant to Engineer	\$79,721.00 plus applicable longevity
Mark Stoneking , Maintenance Supervisor	\$81,416.00* plus applicable longevity
	*includes \$2,000 for bridge inspection duties
Susan Yario , Veteran Affairs Administrator	\$25.28 per hour
Jessica Wiedenhoff , Public Health Coordinator	\$33.07 per hour
Jackson Snyder , Facilities Maintenance Director	\$60,000.00
Lisa Mootz , Information Technology Coordinator	\$76,420.00
Kristi Aitchison , GIS Coordinator	\$68,483.00
Lucia Herman , Community Services Director/MHDS-ECR Coordinator	\$81,798.00
Nancy Fahey , MHDS-ECR Social Worker	\$63,636.00
Haley Pease , MHDS-ECR Social Worker	\$30.98 per hour
Abby Rosencrans , Community Services Office Coordinator/MHDS Assistant	\$20.46 per hour
Nielie Schaeffer , Children’s Navigator	\$26.00 per hour
Lisa Tallman , Senior Dining Director	\$47,305.00
Jennifer Frank , Kitchen Supervisor/Assistant	\$18.02 per hour
Ginger Taylor , Site Manager	\$15.90 per hour
Faith Witt , Kitchen Assistant/Meal Transporter	\$16.96 per hour
Barbara Dearborn , Meal Transporter	\$15.90 per hour
Mike Hansen , Meal Transporter	\$15.90 per hour
Lavern “Nick” Martin , Meal Transporter	\$15.90 per hour
Korri Root , On-call Cross-trained	\$15.90 per hour
Sharon Shank , On-call Cross-trained	\$15.90 per hour
Sandra Marlin , On-call Kitchen	\$15.90 per hour
Dawn Zembriskie , On-call Kitchen	\$15.90 per hour
Steven Paulson , On-call Meal Transporter	\$15.90 per hour
Jamie Ginter , JETS Transit Director	\$58,441.00
Misty Van Fossen , JETS Office Clerk/Dispatch	\$17.49 per hour
Karen Kiburz , JETS Driver/Office Clerk	\$15.90 per hour
Roy Carter , JETS Driver	\$15.90 per hour
Randy Dettbarn , JETS Driver	\$15.90 per hour
Mark Dlask , JETS Driver	\$15.90 per hour
Dana Edwards , JETS Driver	\$15.90 per hour
Jeffrey Heitz , JETS Driver	\$15.90 per hour
Lynn Jarosz Goode , JETS Driver	\$15.90 per hour
Scott Kelly , JETS Driver	\$15.90 per hour
Christi Kromminga , JETS Driver	\$15.90 per hour
Jerome Lindner , JETS Driver	\$15.90 per hour
Bernie Manternach , JETS Driver	\$15.90 per hour
Brad Roe , JETS Driver	\$15.90 per hour
David Smalley , JETS Driver	\$15.90 per hour
Robert Tighe , JETS Driver	\$15.90 per hour
AND to make of record the following annual salaries effective July 1, 2023 as recommended by the County Conservation Board:	
Brad Mormann , Conservation Director	\$83,536.00
Curtis Behrens , Natural Resource Manager	\$60,241.00
John Klein , Conservation Resource Manager/Ranger	\$63,615.00 plus housing & utilities

Jennifer Koopman , Conservation Office Manager	\$22.36 per hour
Michele Olson , Naturalist	\$66,658.00
AND to make of record the following annual salaries effective July 1, 2023 as determined by their respective governing board:	
Emergency Management Board:	
Brenda Leonard , Emergency Management Director	\$34.00 per hour
E911 Service Board:	
Gary Schwab , E911 Addressing Coordinator	\$22.50 per hour
Conference Board:	
Sarah Benter , County Assessor	\$88,162.00
Jane Russell , Chief Deputy Assessor	\$74,938.00
Kris Weers , Appraisal Clerk	\$66,122.00
Shelly Williams , Administrative Assistant	\$66,122.00
Empowerment/DCAT Board:	
Heather Weers , DECAT/CPPC Coordinator	\$24.20 per hour
Cedar/Jones Early Childhood Iowa Board:	
Sherri Hunt , Early Childhood Iowa Director	\$31.46 per hour
Solid Waste Commission:	
Karl Taylor , Director/Operations Manager	\$28.09 per hour
Leonard Brokens , Operator	\$26.36 per hour
David Haugsted , Part-time Operator	\$17.15 per hour
Dean Husman , Part-time Operator	\$16.43 per hour
East Central Iowa Workforce Development Board:	
Elizabeth Rodriguez , Executive Director	\$90,000.00

The Board further discussed the salaries approved by the Conservation Board being in excess of the amounts included in the FY24 adopted County budget. The Auditor reported that the total excess wage including FICA and IPERS is \$5,615.

Supervisor Schlarmann introduced the following FISCAL YEAR 2023/2024 MASTER APPROPRIATION RESOLUTION, which shall reflect a reduction of \$5,615 to the initially proposed appropriation for the Conservation Department (an amount equal to the total wages and benefits in excess of the amounts included in the adopted County budget), seconded by Supervisor Zirkelbach. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2023/2024
MASTER APPROPRIATION RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following budgetary appropriations for fiscal year 2023/2024 be made to the following departments:

01 Board of Supervisors	\$341,946	02 Auditor	\$664,536
03 Treasurer	\$689,644	04 Attorney	\$425,434
05 Sheriff	\$3,793,410	06 Court Services	\$6,000
07 Recorder	\$239,037	08 Juvenile Court	\$25,100
15 JETS	\$585,079	17 Environmental Health	\$220,113
20 Secondary Road	\$10,450,000	21 Veteran Affairs	\$76,763
22 Conservation (\$826,549 less \$5,615)	\$820,934	23 Public Health	\$215,566
24 Land Use	\$47,769	25 General Assistance	\$58,695
28 Medical Examiner	\$50,000	29 Township Officials	\$9,320

30	Conservation Capital Projects	\$133,836	32	Economic Development Comm.	\$50,000
33	Libraries	\$149,427	34	Historic Preservation/Tourism	\$40,000
35	Conservation Insurance Proceeds	\$150,000	38	Human Services	\$50
39	Fairs	\$23,661	40	Memorial Hall	\$9,050
51	General Services	\$410,883	52	Information Technology Services	\$399,548
53	G.I.S. Services	\$153,183	54	Solid Waste Disposal Co. Share	\$45,500
58	Substance Abuse Services	\$21,100	60	Mental Health Services	\$25,000
62	Mental Health Administration	\$296,950	65	ECI/DECAT/CPPC	\$40,060
67	Senior Dining	\$345,616	71	Emergency Mgmt. County Share	\$141,160
81	Employee Wellness	\$5,000	82	Safety Committee	\$10,000
91	COAP Grant	\$100,000			
94	Environmental Restoration	\$10,000	95	Capital Projects	\$50,000
96	Budget Holding*	\$5,615	99	Non-Departmental	\$2,155,915
				Total	\$23,490,900

*Department 96 – Budget Holding - includes funds informally designated for specific purposes by the Board of Supervisors and may be appropriated by resolution during the fiscal year to the respective departments to use for said purposes; decreases to the appropriation for this department are not subject to the notice and hearing provisions of Iowa Code Section 331.434 (6).

The Board members reported on recent and upcoming committee meetings.

The Land Use Administrator met with the Board for the adoption of the 2023 Comprehensive Land Use Plan and to review several nuisance ordinance violations.

The Board of Supervisors, Tim Fay, Planning and Zoning Commission Chair, the Land Use Administrator, and former Land Use Administrator discussed the 2023 Comprehensive Land Use Plan and the opportunities that the public had to comment on the plan over the last two years.

Supervisor Zirkelbach introduced the following Resolution of Adoption-2023 Comprehensive Land Use Plan, and moved its adoption, duly seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald nay, Swisher nay, whereupon the Chairman declared the resolution passed and adopted.

RESOLUTION OF ADOPTION 2023 Comprehensive Land Use Plan

WHEREAS, the Jones County Planning and Zoning Commission has prepared this plan; and
WHEREAS, the plan was written to include the State of Iowa Smart Planning Principles and Elements, including: population trends and projections, housing analysis, economic development, natural resources protection, hazard mitigation, existing and future land use, and County goals and policies; and

WHEREAS, the Jones County Planning and Zoning Commission has duly held a public hearing and recommended the plan's adoption by the County Board of Supervisors.

NOW, THEREFORE IT IS HEREBY RESOLVED by the Jones County Board of Supervisors, after duly holding a public hearing, to adopt said plan as the official future planning document of Jones County, Iowa.

BE IT FURTHER RESOLVED that said plan shall be placed on file in appropriate places and provided to appropriate officials for reference purposes for the deliberation of land use issues and enforcement of land use ordinances as hereafter may be adopted by Jones County, Iowa. [2023-091]

Moved by Schlarmann seconded by Oswald to abate the nuisance at 8478 Slide Rock Road, Anamosa. All aye. Motion carried.

Moved by Zirkelbach seconded by Schlarmann to set a public hearing at 9:15 a.m. on July 18, 2023 to review violations of the Jones County Nuisance Ordinance on property owned by Richard J. and Janet A. Lemmer at 10516 Main St., Center Junction and to authorize the chairman to send a certified letter notifying the property owner of the public hearing. All aye. Motion carried.

Moved by Oswald seconded by Schlarmann to grant a fourteen-day extension for Jerry Willcoxson, to provide proof of satisfactory abatement of a nuisance at property located at 10657 Main St., Center Junction and to authorize the chairman to send a certified letter notifying the property owner a list of items that need to be cleaned up. All aye. Motion carried.

The Engineer met with the Board to give an update on various secondary road projects including County Road E34, and roadway line striping.

The Board members continued reports on recent and upcoming committee meetings.

Moved by Schlarmann seconded by Oswald to adjourn at 10:21 a.m. All aye. Motion carried.

Attest: Whitney Hein, Auditor

Jeff Swisher, Chairman