

January 3, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Jack, Colleen, Jackson County Veteran Affairs Director Anthony Sheckles

Guests present:

Meeting brought to order by Supervisor Steines at 9:00 a.m. and the pledge of allegiance was recited.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Flagel, second Schwenker to appoint Mike Steines as Chair and Don Schwenker as Vice Chair for calendar year 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to designate Maquoketa Sentinel Press, Bellevue Herald Leader and the Preston Times as the official county newspapers for calendar year 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Mary Lou Johnson as the Fairfield Twp Clerk and Ron Regenwether as the Fairfield Twp Trustee with terms ending January 1, 2027 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint members to the Jackson County Eminent Domain Commission for a 1-year term ending on December 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Nin Flagel to the 7<sup>th</sup> Judicial Department of Corrections Board for calendar year 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to appoint Don Schwenker to the Jackson County Economic Alliance Board for calendar year 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to reappoint Ryan Kilburg to the Jackson County Economic Alliance Board for calendar year 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to reappoint Jim England to the Jackson County Conservation Board for a 5-year term ending December 31, 2027 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Jack Willey with Nin Flagel as the alternate to the Eastern Iowa Mental Health Disability Service Regional Governing Board as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Supervisor's Committee and Board Assignments list with clarifications for calendar year 2023 with a copy of the list available in the Supervisor's Office as presented. Aye: Schwenker, Steines, Flagel

John Hansen and Jeremy Oden from Midwest Management Consultants updated the Board on the progress of the Jackson County Law Enforcement Center.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the December 27, 2022 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$190,737.77 as presented. Aye: Schwenker, Steines, Flagel

Human Resource Administrator Becki Chapin presented the Title VI Non-Discrimination Agreement Compliance documents for Board approval.

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the Standard Title VI Non-Discrimination Assurances between Jackson County and the United States Department of Transportation as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel approve and authorize the Chair signature on Title VI Non-discrimination policy statement as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to appoint Becki Chapin as the Title VI Coordinator of Jackson County as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize Chair signature on the Title VI Non-Discrimination Agreement between Jackson County and the Iowa Department of Transportation as presented. Aye: Schwenker, Steines, Flagel

City of Maquoketa Manager Josh Boldt would like the Board to consider seal coating 134<sup>th</sup> St due to a road dust issue with the Maquoketa Airport.

Motion Flagel, second Schwenker to adjourn the meeting at 10:03 a.m. until the next board meeting on January 10, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

January 10, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Larry

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended for approval Resolution #934-01-10-2023 to accept the bid from Mathy Construction Company D/B/A River City Paving Inc for \$1,682,735.30 for project FM-CO49(89)- - 55-49 for the HMA Resurfacing project on 250<sup>th</sup> Ave (Y-61) from the Bellevue Cascade Rd (D-61) to the City of LaMotte.

Motion Schwenker, second Flagel to approve Resolution #934-01-10-2023 accepting the bid from Mathy Construction Company D/B/A River City Paving Inc for \$1,682,735.30 as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval Resolution #935-01-10-2023 to accept the bid from Jim Schroeder Construction, Inc for \$510,316.15 for project BROS-SWAP-CO49(86)- -SE-49 for the bridge replacement on 49<sup>th</sup> St.

Motion Flagel, second Schwenker to approve Resolution #935-01-10-2023 accepting the bid from Jim Schroeder Construction, Inc for \$510,316.15 as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval of a Class “D” field entrance permit from Roger Kilburg in section 5 of Iowa Township on the west side of 540<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the field entrance permit to Roger Kilburg and installing a hidden driveway sign as presented. Aye: Schwenker, Steines, Flagel

Recorder Arlene Schauf and Zoning Administrator Lori Roling presented and recommended approving the quotes from US Imaging for digitizing of records in each office. The quote for the Recorder’s Office is \$146,781.88, Zoning Office is \$25,259.18 and Auditor \$19,132.23 with additional expenses from Solutions, Inc to have the records formatted to our computer system.

Motion Schwenker, second Flagel to approve the quotes from US Imaging and estimate from Solutions, Inc up to \$210,000.00 for digitizing of records. Aye: Schwenker, Steines, Flagel

Human Resource Administrator Becki Chapin presented certificates of appointment to Deputies Jennifer Jones and Amy Wilms for Recorder Arlene Schauf; Deputies Kayla Coakley, Rebecca Kutsch, Bruce Ruchotzke, Heather Whitman, Deborah Stillmunkes and Clerk Jennifer Schwager for Treasurer Beth Gerlach; and Deputy Dan Blake for Sheriff Brent Kilburg.

Motion Schwenker, second Flagel to approve the certificates of appointment and authorize Chair signature as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the January 3, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept, place on file the County Recorder's Report of Fees collected for the month of December, 2022 in the amount of \$38,960.59 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #937-01-10-2023 to amend Resolution #928-11-22-2022 to correct the amount owed for Leisure Lake Special Assessment for collection in the Treasurer's Office as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to accept with regret the resignation of JoAnn Caven from the Pioneer Cemetery Commission after 25 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept with regret the resignation of Jeannett Kruse from the Pioneer Cemetery Commission after 25 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept the resignation of Jean Kilburg from the Pioneer Cemetery Commission after 1.5 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept with regret the resignation of Pam DeMoss from the Board of Health after 24 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept the resignation of Milt Cornelius from the Andrew Benefited Fire District Trustee after 18 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Sara Davenport to the Board of Health for a 3-year term ending on December 31, 2025 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to appoint Rosemary Knoebel and Judy Koon to the Pioneer Cemetery Commission each for a 2-year term ending on December 31, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Erin Johnson as a Trustee to the Andrew Benefited Fire District for a 3-year term ending on December 31, 2025 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to set the date for the annual Green Island Drainage District meeting for 11:00 a.m. on January 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling presented and recommended the construction evaluation (Master Matrix) resolution.

Motion Schwenker, second Flagel to approve Resolution #936-01-10-2023 which sets out the procedure if a Board of Supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 10:59 a.m. until the next board meeting on January 10, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

January 17, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present:

Zoning Administrator Lori Roling and Assistant Ruth Eltrich updated the Board on nuisance abatements for properties at Leisure Lake in rural Bernard.

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Henry Kramer from Sabula owns property next to the Jackson County Welcome Center. He is questioning the correct boundary line between the two properties. After further discussion, the Board decided to hire Mike Weber from Weber Surveying to do a boundary retracement survey as soon as possible.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the January 10, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$1,148,896.12 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal of a Class "C" Retail Alcohol License with outdoor service to Obies at 3610 173<sup>rd</sup> Ave, Maquoketa effective March 1, 2023 through February 29, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$16,279.32 to Midwest Construction Consultants, Inc; and \$421,497.21 to Bill Bruce Builders, Inc; \$7,600.00 to Kraus Plumbing & Heating; \$28,500.00 to Rock River Electric; \$322.20 to Republic Services for a total cost of \$474,198.73. Of this total \$140,500.00 will be paid from the American Rescue Funds and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending December 31, 2022 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$3,727.05 to Midwest Construction Consultants, Inc; \$1,392.40 to Schnoor Bonifazi; \$2,087.50 to Team Services; \$89.53 to Republic Services for a total cost of \$7,296.48 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending December 31, 2022 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve setting a public hearing date for a FY2023 budget amendment on February 7, 2023 at 10:00 a.m. as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve Resolution #938-01-17-2023 to appoint Jean Casel, Carrie Browne, James Roling, Brian Bredekamp, Kent Clasen, Dennis Driscoll, Jennifer Machande, Tom Messerli and Ex-Officio Mike Steines as members of the Board of Directors of the Waste Authority for a two-year term from January 1, 2023 to December 31, 2024 as recorded in Resolution Book 5, page 94 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the re-appointment of George Daugherty on the Pioneer Cemetery Commission for a 3-year term expiring on December 31, 2025 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the re-appointment of Shirley Peterson as a Trustee on the Sabula Benefited Fire Department for a 3-year term expiring on December 31, 2025 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the re-appointments of Don Wentworth and Barb Kass to the Historic Preservation Commission each for a 3-year term expiring on December 31, 2025 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Chuck Schwager and Linda Bailey from East Iowa Real Estate who requested closed session per Iowa Code 21.5(1)(j) to discuss an offer to purchase property known as the Jackson County Welcome Center.

Motion Flagel, second Schwenker to go into closed session per Iowa Code 21.5(1)(j) to discuss an offer on the Jackson County Welcome Center as presented.

Aye: Schwenker, Steines, Flagel

Chair Steines reconvened the meeting into open session.

Motion Schwenker, second Flagel to counteroffer to the potential buyer for the Jackson County Welcome Center as discussed in the closed session per Iowa Code 21.5(1)(j)

Motion Schwenker, second Flagel to adjourn the meeting at 11:38 a.m. until the next board meeting on January 24, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Steines, Willey, McDevitt

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

January 24, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: John Schneider

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Auditor Alisa Smith opened the road rock bids. Bids were received from Bellevue Sand & Gravel – Springbrook, Bellevue, LaMotte, Morehead, St Donatus and Veach quarries for \$7.35 per ton; River City Stone – Bernard and Rubie quarries for \$7.55 per ton; Wendling Quarries – Andrew, Bellevue Delmar, Iron Hill, Rowan and Teeds Grove quarries for \$7.85 per ton, Decker, Joinerville and Wiese quarries for \$7.50 per ton, Preston quarry for \$6.85 per ton, and Eden Valley and Maquoketa quarries for \$8.40 per ton; Preston Ready Mix – Elwood/Yeager and Johnson quarries each at \$7.50 per ton. No action was taken at this time with the Engineer’s Office reviewing the bids as presented and will return to the Board next week with a recommendation.

Engineer Todd Kinney presented and recommended for approval the Jackson County Drug & Alcohol Testing Policy. The policy updated who employees should contact, post-accident testing and updating the description of offenses.

Motion Flagel, second Schwenker to approve the Jackson County Drug & Alcohol Testing policy as presented.

Aye: Schwenker, Steines, Flagel

Lennie Thielen, Ron Thielen, Harry Althaus and Jim Giesemann from the High Bridge Road Hard Surface Committee presented a petition with 67 signatures requesting the High Bridge Road be hard surfaced. No action was taken today, the Supervisors will put the petition on file as presented.

Andrew City Council Member John Williams discussed the future of the Andrew Jail. In 2019 it was estimated to repair and refurbish the jail for \$192,000.00. Williams gave three suggestions to get the building refurbished. He suggested the City of Andrew give the Andrew Jail to the County, the City and

County enter into a joint project agreement to perform the necessary repairs or have it removed from the National Historical Register and allow it to be sold to a private buyer. No action taken on this matter.

Jack Willey and Coordinator of Disability Services Lynn Bopes updated the Board on the Eastern Iowa Mental Health and Disability Services meeting held on January 23, 2023.

Treasurer Beth Gerlach presented the Treasurer's Semi-Annual report from July 1, 2022 to December 31, 2022. The Treasurer's cash balance in all funds as of December 31, 2022 was \$23,548,475.80.

Motion Flagel, second Schwenker to accept and authorize the publication of the County Treasurer's Semi-Annual Report from July 1, 2022 to December 31, 2022 as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the January 17, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to proceed with the sale of the Jackson County Welcome Center as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to set the public hearing date of January 31, 2023 at 10:00 a.m. to solicit comments on the Supervisor's intent to accept a purchase offer for the County-owned property known as the Jackson County Welcome Center as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to have a Resolution drafted for the sale of the Jackson County Welcome Center as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to correct the appointments of Rosemary Knoebel and Judy Koon to the Pioneer Cemetery Commission each for a 3-year term ending on December 31, 2025 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 11:13 a.m. until the next board meeting on January 31, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

January 31, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Stacy, Todd

Guests present: Terri McCulley, Shirley Petersen, Chuck Schwager, Linda Bailey, Jesse Kilburg

Engineer Kinney presented and recommended approval of the rock bids which were opened last week. The total contract amount to Bellevue Sand & Gravel is \$255,815.28, River City Stone is \$28,520.88, Wendling Quarry is \$413,349.04 and Preston Ready Mix is \$28,380.00 for a total contract amount to the quarries is \$726,065.20.

Motion Schwenker, second Flagel to approve the rock bids to Bellevue Sand & Gravel, River City Stone, Wendling Quarries and Preston Ready Mix as presented.

Aye: Schwenker, Steines, Flagel

Kinney discussed a new permit implemented from the Iowa Department of Transportation called the All System Permits. This is an annual permit for commercial haulers to apply for and receive from the Iowa Department of Transportation for \$500.00 to haul heavier loads on designated roads. Kinney will return to the Board with a recommendation of which Jackson County roads to designate.

Kinney presented and recommended approval of Resolution #939-01-31-2023 to establish a speed limit of 40 miles per hour on the Sieverding Ridge Road.

Motion Schwenker, second Flagel to approve Resolution #939-01-31-2023 to establish a speed limit of 40 miles per hour on the Sieverding Ridge Road from the intersection with Mill Creek Rd north 6,177 feet to the end of the HMA paving, said road being in sections 12 and 13 of Bellevue Township as recorded in Resolution 5 page 95 as presented. Aye: Schwenker, Steines, Flagel

Kinney announced the retirement of David Rathje as Operator 1 at the Preston Shop.

Motion Flagel, second Schwenker to accept the retirement of David Rathje as Operator 1 at the Preston Shop as presented. Aye: Schwenker, Steines, Flagel

Mike Griffin from the Jackson County Energy District updated the Board on the solar project at the Jackson County Law Enforcement Center. The Energy District has/will apply for several grants to be utilized at the Law Enforcement Center. The Hammond Moonshot Grant for \$25,000.00, Community Facility Grant for \$10,000, Federal Infrastructure Reduction Grant for \$20,000.00 and a Federal Low-Income Grant for \$7,700.00 with a total projected cost of \$77,000.00 to install the solar system at the LEC. The county may be responsible for \$47,000.00 or as low as \$26,000.00.

Maintenance Director Marty Hudrlik updated the board on his department. Formal bids were received for the parking lot concrete proposals and opened by Hudrlik. Trevor Mangler bid \$29,687.00; Dan Arensdorf Construction bid \$36,296.00; County Line Concrete \$37,049.00; Fey Concrete bid \$33,478.25; Casey Casel Construction bid \$40,223.00 and D & T Concrete bid \$31,729.00.

Motion Flagel, second Schwenker to table action on awarding of the Courthouse parking lot concrete proposal until further information can be obtained. Aye: Schwenker, Steines, Flagel

Attorney John Kies discussed changes he would like to propose to his office for security purposes. The Board took no action today and will review the proposal presented by Kies.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the January 24, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$382,798.18 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to set the public hearing date of February 23, 2023 at 7:00 p.m. in the boardroom for the 5-year Road Plan as presented. Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Steines opening the public hearing on the intention to sell the Jackson County Welcome Center.

No comments for or against the sale of the Jackson County Welcome Center have been received.

Motion Schwenker, second Flagel to close the public hearing on the intention to sell the Jackson County Welcome Center as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #940-01-31-2023 to sell the Jackson County Welcome Center to Jesse Kilburg for \$140,000.00 pursuant to the offer to purchase/sell and counter offer as recorded in Resolution Book 5, page 96 as presented. Aye: Schwenker, Steines, Flagel

Conservation Director Nate Jones updated the Board on his department and the Conservation Board meeting held on January 17, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 10:22 a.m. until the next board meeting on February 7, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

February 7, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended for approval a 28E Agreement with the City of Monmouth for project BROS-5160(601)—8J-49 to provide design, construction administration and inspection service for the East Line bridge replacement not to exceed \$25,000.00 and shall reimburse Jackson County within one year of the date of final invoice.

Motion Schwenker, second Flagel to approve the 28E Agreement between Jackson County and the City of Monmouth as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented an aggregate road maintenance equipment purchase plan for a road roller and retriever. Secondary Roads could rent the roller for a minimum of 1 month trial for \$2,000 with 70% of the rental fee to be applied towards the purchase price of the equipment for \$18,000.00. A new front mount retriever for a motor grader sells for \$19,940.00. Kinney suggested Jackson County borrow the retriever from Clinton County for a short time.

Motion Schwenker, second Flagel to approve Kinney purchasing a new retriever as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented a request from the City of Preston for a one-year extension for the FY2022 award from the Rural County Transportation Program (RCTP).

Motion Flagel, second Schwenker to approve the one-year extension to the City of Preston from the Rural County Transportation Program (RCTP) until June 30, 2024 as presented.  
Aye: Schwenker, Steines, Flagel

Kinney updated the Board on the All Systems Permit Bridge program from the Iowa Department of Transportation. Kinney will return to the Board with an updated and potential final map for discussion.

Maintenance Supervisor Marty Hudrlik discussed the Courthouse parking lot bids which were opened last week in the Boardroom. Trevor Mangler was the low bidder for \$29,687.00.

Motion Schwenker, second Flagel to approve the bid from Trevor Mangler for \$29,687.00 as presented.  
Aye: Schwenker, Steines, Flagel

Attorney John Kies updated the Board on the vacant Assistant County Attorney position.

Human Resource Administrator Becki Chapin requested Chair signature on the 9-month probationary certificate of appointment to Nicholas Konrardy as a full-time Deputy Sheriff effective January 18, 2023.

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the Certificate of Appointment to Nicholas Konrardy as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal with Carosh Compliance Solutions for \$12,852.00 effective February 16, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the January 31, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel



Motion Flagel, second Schwenker to accept, place on file and authorize Chair signature on the County Recorder's Report of Fees collected for the month of January, 2023 in the amount of \$38,201.07 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$8,990.27 to Midwest Construction Consultants; \$209,010.44 to Bill Bruce Builders, Inc; \$455.00 to Tri-State Porta Potty, Inc for a total of \$218,455.71 of which \$58,500.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for month ending January 31, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$29,925.00 to Peak Construction; \$43,377.00 to Hometown Plumbing & Heating for a total cost of \$73,302.00 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4H Outreach Center for the month ending January 31, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Deputy Auditor Shelley Hoye discussed the changes necessary on the Jackson County Investment Policy.

Motion Schwenker, second Flagel to approve the Jackson County Investment Policy as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvened the meeting with Chair Steines opening the public hearing for the FY23 budget amendment.

Deputy Auditor Shelley Hoye reviewed the revenue and expense budgets who need the budget amendment.  
No comments for or against the amendment were received.

Motion Schwenker, second Flagel to close the public hearing for the FY23 Budget Amendment as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #941-02-07-2023 for the Amendment to the County Budget for Fiscal Year 2022-2023 and authorize Chair and Auditor signatures on the Record of Hearing and certify to the State of Iowa as recorded in Resolution Book 5, page 97 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to adjourn the meeting at 10:07 a.m. until the next board meeting on February 14, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

February 14, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended for approval a right of way utility permit from Interstate Power & Electric (Alliant Energy) in section 1 of Otter Creek Township and sections 5 & 6 in Richland Township for the installation of a single and three phase line on 300<sup>th</sup> St/D55.

Motion Flagel, second Schwenker to approve the right of way utility permit to Interstate Power & Electric (Alliant Energy) as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval a right of way utility permit from Interstate Power & Electric (Alliant Energy) in sections 1 & 12 of Otter Creek Township for the installation of a single-phase line on 193<sup>rd</sup> & 194<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the right of way utility permit to Interstate Power & Electric (Alliant Energy) as presented. Aye: Schwenker, Steines, Flagel

Kinney presented previously awarded road rock contracts for Chair signature.

Motion Flagel, second Schwenker to approve the Chair signature on the rock contracts as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Maintenance Supervisor Marty Hudrlik presented previously opened quotes for new carpeting. Breitbach Floor Covering quote was \$3,290.00, Tills Flooring quote was \$4,141.00 and Justin Feller quote was \$3,117.60.

Motion Flagel, second Schwenker to approve the quote from Justin Feller for \$3,117.60 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the minutes of the February 7, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$598,291.00 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept and place on file the Veterans Affairs Commission meeting minutes for the December 14, 2022 meeting as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal of a Special Class "C" Retail Alcohol License with living quarters and outdoor service to Preston Valley Golf at 42998 45<sup>th</sup> St, Preston effective February 2, 2023 through February 1, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize Auditor Alisa Smith to sign the documents to participate in the new National Opioid Settlements with Teva, Allergan, CVS, Walgreens and Walmart as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve publication in the three official county newspapers of the notice for the public hearing on the maximum possible tax levy to be included in the Fiscal Year 2024 County Budget with the public hearing date set for March 7, 2023 at 10:00 a.m. in the boardroom at the courthouse as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 10:04 a.m. until the next board meeting on February 21, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

February 21, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll, Tim Scherrman – Martin Equipment, Bryan Stolee – Road Machinery, Nathan Repp - Komatsu, Terry Solomon – Henderson Products and Secondary Roads employee Shawn Heer

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a residential entrance permit from Joseph Feldpausch in section 26 of Farmers Creek Township on 134<sup>th</sup> St.

Motion Schwenker, second Flagel to approve the residential entrance permit to Joseph Feldpausch as presented. Aye: Schwenker, Steines, Flagel

Kinney presented previously opened quotes for two FY2024 tandem axle trucks. GTG Peterbilt quoted \$309,870.00 for two Peterbilt 367 trucks and Truck Country quoted \$270,638.00 for two Western Star trucks. Thompson Truck & Trailer, RDO Truck Center and MHC, Inc did not quote. Kinney recommended the Board accept the quote from Truck Country for the Western Star trucks.

Motion Schwenker, second Flagel to approve Kinney purchasing two Western Star Trucks from Truck Country as presented. Aye: Schwenker, Steines, Flagel

Kinney presented tandem dump body quotes for two FY2024 fourteen-foot dump bodies. Henderson Truck Equipment quoted \$217,560.00 for two Muni body dump bodies; Monroe Truck Equipment quoted \$221,032.00 for two Monroe dump bodies; and Bonnell Industries quoted \$229,630.00 for two Commander dump bodies. Kinney recommended the Board accept the quote from Monroe Truck Equipment for two Monroe dump bodies.

Motion Schwenker, second Flagel to approve the quote from Monroe Truck Equipment for \$221,032.00 for two fourteen-foot web style dump bodies as presented. Aye: Schwenker, Steines, Flagel

Kinney presented previously opened quotes for a FY2024 motor grader. Altofer, Inc quoted \$423,434.00 for a Caterpillar; Martin Equipment quoted \$363,500.00 for a John Deere; and Road Machinery quoted \$349,060.21 for a Komatsu. Kinney recommended the Board accept the quote from Martin Equipment for the John Deere.

Motion Flagel, second Schwenker to approve the quote from Martin Equipment for the John Deere motor grader as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval of a Road Improvement Plan for the Jackson County Secondary Roads department. No action taken with Kinney returning with a recommendation later.

Kinney presented an invoice for a LyCox road retriever for \$19,940.00 to be paid from money received from the Local Assistance and Tribal Consistency Funds (LATCF).

Motion Flagel, second Schwenker to approve the payment of a retriever from LyCox Enterprises, Inc. as presented. Aye: Schwenker, Steines, Flagel

Kinney presented three previously opened quotes for day labor bridge replacement for bridges assigned numbers PE 2154, OC 2945 and IA 1750.

Motion Schwenker, second Flagel to award the three quotes from Jim Schroeder Construction as presented. Aye: Schwenker, Steines, Flagel

Attorney John Kies and Pioneer Cemetery Commission members George Daugherty and Elaine Edwards discussed the Budd Cemetery easement and boundaries which is located south of the City of Springbrook and owned by Next Trajectory, LLC. The Commission is wanting to obtain access and restore the Russell Cemetery located north of the City of Preston and owned by Tyson Cobb/Cobb Farms. The also discussed what action if any can be done on the Crabb Cemetery.

Jackson County Senior Citizens Board member Kathy Kunde presented via email two previously opened quotes for painting at the Senior Center. Pat Fier Painting, LLC quoted \$9,000.00 and Jen Fowler Painting quoted \$4,880.00. Attorney John Kies acknowledged that NEI3A should be responsible for this project based on the language in the lease. No action taken today on the quotes for the painting of the interior of the Senior Center.

Jackson County Historic Preservation Commission member Laura Carstens (via Zoom) presented and requested Chair signature on the Annual Certified Local Government (CLG) Report.

Motion Schwenker, second Flagel to approve the report and authorize the Chair signature on the Annual CLG Report as presented. Aye: Schwenker, Steines, Flagel

Joe Vens from 1<sup>st</sup> Main Street Insurance and Jennifer Machande from the Engel Agency presented the Iowa Communities Assurance Pool (ICAP) insurance renewal for Board consideration and discussed Builders Risk insurance for the new Jackson County Law Enforcement Center.

Motion Schwenker, second Flagel to approve the annual ICAP insurance renewal and the Builders Risk insurance for the Jackson County Law Enforcement Center as presented.

Aye: Schwenker, Steines, Flagel

Jail Administrator Andrew Long updated the Board on jail matters.

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich updated the Board on the Zoning Department.

Human Resources Administrator Becki Chapin and Engineer Todd Kinney discussed the Assistant to the Engineer position and the temporary wage adjustment to a mechanic in the Secondary Roads Department. Chapin discussed a wage adjustment to Brianna Kirk as the Confidential Secretary in the Veteran Affairs Office due to increased job responsibilities.

Motion Schwenker, second Flagel to approve the Assistant to the Engineer job description and advertise for the position as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the temporary wage adjustment to Chad Veach for \$2.14 per hour during the time of absence of the Shop Foreman as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a wage adjustment to Brianna Kirk from \$17.21 to \$18.00 per hour effective February 20, 2023 as the Confidential Secretary in the Veterans Affairs Office as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the February 14, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Class "C" Retail Alcohol License with outdoor service for the Bellevue Golf Club, Inc at 32292 395<sup>th</sup> Ave, Bellevue effective April 1, 2023 through March 31, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to rescind the motion from the February 14, 2023 meeting for the maximum possible property tax levy publication in the three official newspapers in Jackson County as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 12:04 a.m. until the next board meeting on February 28, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

February 28, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Elliott Pennock, 5633268640,

Guests present: Security Joel Driscoll, Mark Hotvedt

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented previously opened quotes for two rubber tire road rollers. Conquest quoted 4 different machines: \$17,600.00 for a WRT 13, \$14,500 for a WRT 13, \$19,600.00 for a WRT 15 and

\$16,500.00 for a WRT 15. Swanston quoted 2 different machines: \$21,200.00 for a WRT 13 and \$24,200.00 for a WRT 15. Kinney recommended purchasing two rollers from Conquest.

Motion Schwenker, second Flagel to approve the purchase of two used 8 ½ foot wide rubber tire road rollers from Conquest for the base price as quoted. Aye: Schwenker, Steines, Flagel

Kinney presented the Iowa Department of Transportation All Systems permit map which designates paved roads in Jackson County that qualify for the State of Iowa permit.

Kinney presented previously opened quotes for PCC pavement patching from Cedar Falls Construction for \$740,436.00; Midwest Concrete for \$955,107.40; Denco Highway for \$878,948.00; and Tschiggfrie Excavating for \$2,156,380.00.

Motion Schwenker, second Flagel to approve the PCC pavement patching quote from Cedar Falls Construction for \$740,436.00 as presented. Aye: Schwenker, Steines, Flagel

Attorney John Kies presented a plan to implement security measures in the County Attorney's Office. No action taken today with Kies returning to the Board with a total cost for the project.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich who presented the recommendations from the Zoning Board from the February 20, 2023 meeting. Terri McCulley applied to rezone property at 60637 Hwy 64, Sabula from the current zoning of A-1 to C-1 which was recommended for approval by the Zoning Board.

Motion Flagel, second Schwenker to approve the recommendation from the Zoning Board for the McCulley property and to move this property to be presented at a public hearing as presented. Aye: Schwenker, Steines, Flagel

Roling presented a rezoning request from Tara Velez at 34257 230<sup>th</sup> Ave, LaMotte to change from A-1 to R-1 to allow for the separation of the house and the de-commissioned church into two parcels.

Motion Schwenker to approve the recommendation from the Zoning Board for the Velez property. No second was made to this motion so Schwenker rescinded the motion.

Motion Flagel to approve the recommendation from the Zoning Board for the Velez property and to move this property to be presented at a public hearing and cap the water supply from the house to the old church as presented. This motion died for lack of a second.

Motion Schwenker, second Flagel to approve the recommendation from the Zoning Board for the Velez property and to move this property to be presented at a public hearing as presented. Aye: Schwenker, Steines, Flagel

Roling presented a rezoning request from Troy Sieverding for a preliminary 10-lot major subdivision plat to be known as Sunset Ridge Estates in section 12 of Bellevue Township. The Zoning Commission has given their preliminary approval of this subdivision.

Auditor Alisa Smith presented county business.

Maintenance Supervisor Marty Hudrlik presented previously opened quotes for a new heating/air conditioning uni-vent with installation at the Andrew Jackson Care Facility. Crawford Company quoted \$7,734.00; Heartland Mechanical Contracting quoted \$7,850.00 for a Trane or \$8,300.00 for an Air Therm; and Service One quoted \$3,700.00.

Motion Flagel, second Schwenker to approve the quote from Service One for \$3,700.00 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the minutes of the February 21, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$974,094.95 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the appointment of Carolyn Grant as the Van Buren Township Clerk to fill the vacancy and appoint Mark Lane and Tracy Frahm as Van Buren Township Trustees to fill the vacancies until the next General Election as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Chair signature on a letter appointing Carolyn Grant as the Van Buren Township Clerk effective February 28, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve publication in the three official county newspapers of the notice for the public hearing on the maximum possible tax levy to be included in the Fiscal Year 2024 County Budget with the public hearing date set for March 21, 2023 at 10:00 a.m. in the boardroom at the courthouse as presented.

Aye: Schwenker, Steines, Flagel

Rachael Anderson representing Congresswoman Mariannette Miller-Meeke discussed upcoming legislation.

Shawna McCoy addressed the Board with concerns of her road on 217<sup>th</sup> Ave and the condition of rural Jackson County gravel roads.

Committee Member Jack Willey from the Eastern Iowa Mental Health & Disability Services updated the Board on the recent meeting.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 11:29 a.m. until the next board meeting on March 7, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

March 7, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Officer Joel Driscoll, Ryan Keller, Kimberly Dickey

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant to the Engineer Mike Clausing presented and recommended for approval a right-of-way utility permit from Maquoketa Valley Electric Coop in section 21 of Perry Township to relocate poles for a bridge project on 242<sup>nd</sup> Ave.

Motion Flagel, second Schwenker to approve the right-of-way utility permit to Maquoketa Valley Electric Coop as presented.

Aye: Schwenker, Steines, Flagel

Clausing presented and recommended for approval a residential entrance permit from Scott Green in section 24 of Farmers Creek Township on the south side of Fulton Rd.

Motion Flagel, second Schwenker to approve a residential entrance permit to Scott Green as presented.

Aye: Schwenker, Steines, Flagel

Clausing presented and recommended for approval a residential entrance permit from Scott Steeg in section 6 of Iowa Township for a second residential entrance on the west side of 500<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve a residential entrance permit to Scott Steeg as presented.

Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne requested Chair signature for the Drug Free Communities grant application.

Motion Schwenker, second Flagel to approve Chair signature on the Drug Free Communities grant application as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the February 28, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize Chair signature on the County Recorder's Report of Fees collected for the month of February, 2023 in the amount of \$34,607.07 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and adopt the County Right-to-Use Lease Asset Policy effective March 7, 2023 which requires a lessee to recognize a lease liability and an intangible right-to use lease asset as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #942-03-07-2023 cancelling outstanding warrants now in the Jackson County Auditor's Office in the amount of \$2,331.64 as recorded in Resolution Book 5, page 98 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve hand written warrants for invoices to Midwest Construction Consultants for \$12,729.90; Bill Bruce Builders, Inc for \$101,664.28; Kraus Plumbing & Heating for \$99,631.25; Tri-State Porta Potty, Inc for \$280.00; and Iowa Department of Natural Resources for \$175.00 for a total of \$214,480.43 of which \$156,015.03 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for month ending February 28, 2023 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve advertising in the official newspapers of the vacancy on the Veterans Affairs Commission as presented. Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Conservation Director Nate Jones who updated the Board on his department.

Motion Schwenker, second Flagel to adjourn the meeting at 9:58 a.m. until the next board meeting on March 14, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

March 14, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Attorney John Kies informed the Board of the hiring of John Bradtke as the new Assistant County Attorney effective April 3, 2023.

Engineer Todd Kinney presented previously opened quotes for pavement markings. Quotes were received from KAMLine Highway Markings for \$130,496.74; Iowa Plains Signing for \$243,823.28; and Vogel Traffic Services for \$144,788.54. Kinney recommended awarding the quote to KAMLine Highway Markings.

Motion Schwenker, second Flagel to approve the quote from KAMLine Highway Markings as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a field entrance permit from Travis Capesius in section 7 of Prairie Springs Township on the west side of 230<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the field entrance permit to Travis Capesius as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a residential entrance permit from Jim & Julie Gronewold in section 16 of Van Buren Township on the north side of 58<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the residential entrance permit to Jim & Julie Gronewold as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented information on current driveway extension widths on the driveway application permit.

Motion Schwenker, second Flagel to table action on the driveway extension widths until more information can be obtained.  
Aye: Schwenker, Steines, Flagel

Allison Hager introduced herself as the 2023 American Honey Princess. She was selected as the 2023 American Honey Princess based upon her skills in marketing, promoting, public speaking, and writing. Chair Steines read a Proclamation and extended the Board's congratulations and appreciation on her accomplishments.

ECIA Community & Economic Development Director Matt Specht presented a resolution to approve the reorganization of the ECIA Brownfields Coalition.

Motion Schwenker, second Flagel to approve Resolution #945-03-14-2023 on the reorganization of coalition members for the ECIA Brownfields Coalition Revolving Loan Fund grant program as presented.  
Aye: Schwenker, Steines, Flagel

Specht presented an ECIA Brownfields Coalition Memorandum of Agreement.

Motion Schwenker, second Flagel to approve the Brownfields Coalition Memorandum of Agreement for the East Central Intergovernmental Association Region as presented.  
Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne presented the renewal of a Memorandum of Understanding between the Jackson County Prevention Coalition and Jackson County.

Motion Flagel, second Schwenker to approve the renewal of a Memorandum of Understanding between the Jackson County Prevention Coalition and Jackson County as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling who discussed a preliminary plat for the proposed Sunset Ridge subdivision.

Motion Flagel, second Schwenker to approve the proposed preliminary plat for Sunset Ridge Subdivision as presented.  
Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented the results of the special election held on March 7, 2023 for the Bellevue Community School District and Midland Community School District. Public Measure "LH" for the Bellevue Community School District was to issue General Obligation Bonds in an amount not to exceed \$13,100,000.00. Public Measure "MD" for the Midland Community School District was to issue General Obligation Bonds in an amount not to exceed \$9,200,000.00 and candidates Scott Doll and Teryn Crist were on the ballot to fill a vacancy for two Director At Large positions. Bellevue Community School District Public Measure "LH" received 1,736 votes, of that 1,142 were yes and 594 were no. Public Measure "LH" was approved by an affirmative vote of at least sixty percent of the total votes cast for and against the public measure at the election. Midland Community School District Public Measure "MD" received 35 votes, of that 31 were yes and 4 were no and Scott Doll received 28 votes and Teryn Crist received 25 votes with 1 write-in.



Motion Flagel, second Schwenker to authorize the Board as Canvassers to certify and authorize Board signature on the true and correct abstracts of votes cast in Jackson County on the March 7, 2023 special election as shown by the official abstract and authorize Auditor Smith to forward the abstract as presented. Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Human Resources Administrator Becki Chapin presented a certificate of appointment for probationary part-time Deputy Sheriff Brandon Coin from February 11, 2023 to November 11, 2023.

Motion Schwenker, second Flagel to approve the certificate of appointment, authorize Chair signature on the certificate of appointment for probationary part-time Deputy Sheriff Brandon Coin and authorize the Auditor's office to issue bi-weekly pay checks at an hourly rate of \$30.14 per hour as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the March 7, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$345,623.87 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept and place on file the Veterans Affairs Commission meeting minutes for the February 8, 2023 meeting as presented. Aye: Schwenker, Steines, Flagel

Motion, second Schwenker to approve the renewal of a Special Class "C" Retail Alcohol License with outdoor service to Codfish Hollow Barnstormers, LLC at 5013 288<sup>th</sup> Ave, Maquoketa effective March 13, 2023 through March 12, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Class "C" Retail Alcohol License with outdoor service to Maquoketa Country Club at 17961 33<sup>rd</sup> St, Maquoketa effective March 6, 2023 through March 5, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #943-03-14-2023 certifying delinquent Leisure lake sewer assessments to the County Treasurer for property tax collection in the amount of \$2,289.00 as recorded in Resolution Book 5, page 99 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #944-03-14-2023 for an appropriations transfer from the Public Health Nurses to General Assistance for \$5,000 effective March 14, 2023 as recorded in Resolution Book 5, page 100 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to table official action for the real estate closing of the parking lot from Redeker Partners LLC as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 10:40 a.m. until the next board meeting on March 21, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

March 21, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Monica McHugh

Guests present: Security Joel Driscoll, John Manson, Joseph Hoffmann, Harvey Duschen, Tara Velez

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Chair Steines opened the public hearing on Proposed Ordinance 310 to amend the official zoning map to reclassify a .44 acre parcel of land from the A-1 Agricultural District to the C-1 Highway Commercial District for Terri McCulley at 60637 Hwy 64, Sabula in section 19 of Union Township. Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich updated the Board on the history of the property. No comments for or against this change have been received.

Motion Schwenker, second Flagel to close the public hearing on Proposed Ordinance 310.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Ordinance 310 to amend the official zoning map for the Terry McCulley property at 60637 Hwy 64, Sabula as filed in Ordinance Book 1, page 549 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to waive the second and third public hearings on Ordinance 310 as presented.

Aye: Schwenker, Steines, Flagel

Chair Steines opened the public hearing on Proposed Ordinance 311 to amend the official zoning map to reclassify a 1.72 acre parcel of land from the A-1 Agricultural District to the R-1 Residential District for Diego and Tara Velez at 34257 230<sup>th</sup> Ave, LaMotte in section 19 of Prairie Spring Township. Roling and Eltrich updated the Board on the history of the property. Roling received several comments against the rezoning and the Board received several comments for and against the rezoning. Joseph Hoffmann and Harvey Duschen both spoke against the rezoning. Zoning Board members John Manson and Monica McHugh (via Zoom) addressed the Board and noted the Zoning Board voted in favor of the rezoning with a 7-0 vote. Property owner Tara Velez spoke in favor and the reason why to rezone this property.

Motion Schwenker, second Flagel to close the public hearing on Proposed Ordinance 311 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Ordinance 311 to amend the official zoning map for Diego and Tara Velez at 34257 230<sup>th</sup> Ave, LaMotte as filed in Ordinance Book 1, page 550 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to waive the second and third public hearings on Ordinance 311 as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling presented Resolution #947-03-21-2023 for the proposed preliminary plat of Sunset Ridge Subdivision in section 12 of Bellevue Township being developed by Troy Sieverding.

Motion Flagel, second Schwenker to approve Resolution #947-03-21-2023 for proposed preliminary plat Sunset Ridge Subdivision in Section 12 of Bellevue Township being developed by Troy Sieverding as filed in Resolution Book 5, page 103 as presented.

Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of an entrance policy permit revision. This policy changes the driveway width greater than 50 feet wide shall be accompanied by documentation of the anticipated truck traffic.

Motion Schwenker, second Flagel to approve the entrance policy permit revision as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval of Resolution #946-03-21-2023 approving the Secondary Road Department Five-Year program.

Motion Schwenker, second Flagel to approve Resolution #946-03-21-2-23 approving the Secondary Road Department Five-Year program as filed in Resolution Book 5, page 102 as presented.

Aye: Schwenker, Steines, Flagel

Kinney discussed day labor bridge quotes from Jim Schroeder Construction for bridges VB2887 on 446<sup>th</sup> Ave, VB2838 on 21<sup>st</sup> St and OC3565 on 208<sup>th</sup> St.

Motion Schwenker, second Flagel to approve the day labor bridge quotes from Jim Schroeder Construction as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented a request from a Jackson County resident to erect a memorial sign on 308<sup>th</sup> St.

Motion Schwenker, second Flagel to table action on the request to erect a memorial sign on 308<sup>th</sup> St as presented.

Aye: Schwenker, Steines, Flagel

Kinney requested a public hearing date for bridge material bidding documents.

Motion Schwenker, second Flagel to approve the public hearing date of April 4, 2023 at 9:00 a.m. in the boardroom at the courthouse for bridge material bidding as presented.

Aye: Schwenker, Steines, Flagel

Chair Steines opened the public hearing for the Maximum Property Tax Levy.

Deputy Auditor Shelley Hoye discussed the budget and county levy for FY2023/2024. The maximum property tax dollars shall not exceed for General County Service of \$5,675,934.00 and Rural County Services of \$2,517,919.00. The Maximum Property tax dollars in General County Services represents an increase of 3.53% and in Rural County Services an increase of 8.1%. No comments for or against the budget were received.

Motion Schwenker, second Flagel to close the public hearing for the Maximum Property Tax levy.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #948-03-21-2023 for the Maximum Property Tax Resolution for General County Services and Rural County Services for FY2023/2024 as filed in Resolution Book 5, page 104 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to set the date and approve publication for April 11, 2023 at 10:00 a.m. for the budget hearing on the proposed FY2024 budget as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the March 14, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second by Flagel to approve invoices to Midwest Construction Consultants for \$6,208.56; Crawford Company for \$13,539.40; Advanced Precast Company, Inc for \$49,568.00; KE Flatwork Inc for \$5,400.00 for a total cost of \$74,715.96 and authorize Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach center for the month ending February 28, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Assessor Larry “Buck” Koos updated the Board on his department.

Jack Willey and Coordinator of Disability Service Lynn Bopes updated the Board on the Eastern Iowa Mental Health and Disability Service meeting held on March 20, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 10:59 a.m. until the next board meeting on March 28, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

March 28, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke

Guest via Zoom: Data Specialist Jeanie Manning, Lindsey, Trista

Guests present: Security Joel Driscoll, Terry Beek, Mary Budde, Marvin Budde, Mike Roth

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a residential entrance permit from Bellevue Sand and Gravel in section 25 of Bellevue Township on the east side of 395<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the residential entrance permit to Bellevue Sand and Gravel as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to table official action on the dust control policy until next week. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a right-of way utility permit from Maquoketa Valley Coop in sections 10, 15, 16 and 21 of Butler Township to rebuild the utility line along the Bernard Rd.

Motion Flagel, second Schwenker to approve the right-of-way utility permit to Maquoketa Valley Coop as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a right-of-way utility permit from Cascade Communications in section 20 of Richland Township to bore a new duct to a lower existing fiber.

Motion Flagel, second Schwenker to approve the right-of-way utility permit to Cascade Communications as presented. Aye: Schwenker, Steines, Flagel

Human Resource Administrator Becki Chapin and Kinney presented information on the waiving or reducing of the employee health benefit contribution while on workers compensation.

Motion Flagel, second Schwenker to table action on the request and have a work session later. Aye: Schwenker, Steines, Flagel

Terry Beek presented a petition signed by 16 landowners requesting 308<sup>th</sup> St from Hwy 52 to Perrin/Grave's driveway be hard surfaced and establish a Secondary Road Assessment District with a 50/50 cost share between Jackson County and the property owners for approximately \$215,000.00 per Iowa Code section 311.

Motion Flagel, second Schwenker to accept and table official action on the 308<sup>th</sup> Street petition as presented. Aye: Schwenker, Steines, Flagel

Veterans Affairs Director Tony Sheckles and Administrative Assistant Brianna Kirk discussed the FY2024 budget and requested changes to the budget. Sheckles requested to transfer \$2,600.00 from the line item for the general service to veterans and transfer \$1,600.00 to the salary line for the position of director and \$1,000.00 to the salary line for the position of the assistant director.

Motion Schwenker, second Flagel to approve the transfer of \$1,600.00 for the salary of the director and transfer of \$1,000.00 for the salary of the assistant director as presented. Aye: Schwenker, Steines, Flagel

Weed Commissioner Jeannie Collins-Heer updated the Board on her department.

Motion Flagel, second Schwenker to reappoint Jeannie Collins-Heer as the Jackson County Weed Commissioner for a one-year term expiring 2-28-2024 as presented. Aye: Schwenker, Steines, Flagel

Collins-Heer presented Resolution #949-03-28-2023 for the Noxious Weed Control 2023 and discussed the 2023 Integrated Roadside Vegetation Management Plan.

Motion Schwenker, second Flagel to approve Resolution #949-03-28-2023 for the 2023 Noxious Weeds as filed in Resolution Book 5, page 105 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the 2023 Integrated Roadside Vegetation Management Plan as presented. Aye: Schwenker, Steines, Flagel

Conservation Director Nate Jones updated the Board on his department.

Maintenance Director Marty Hudrlik updated the Board on his department.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the March 21, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$330,777.36 as presented.

Aye: Schwenker, Steines, Flagel

Health Administrator Elizabeth Townsend updated the Board on her department.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve the reappointment of James E Jacobs as the Miles Benefited Fire District Trustee for a three-year term expiring December 31, 2025 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich who discussed proposed Ordinance 312 for the rezoning of the Ryan Roling property from A-1 to M-2.

Motion Flagel, second Schwenker to set the public hearing date of April 18, 2023 at 10:00 a.m. for proposed Ordinance 312 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #950-03-28-2023 for a preliminary plat of Alden Subdivision, a major subdivision without improvements located in Section 36, Township 87 North, Range 4 East as filed in Resolution Book 5, page 106 as presented.

Aye: Schwenker, Steines, Flagel

Roling discussed a nuisance at 54287 Hwy 64, Sabula. A notice to demolish the house was issued and then a one-year extension was granted with no action done on the demolition of the structure. The current property owner is requesting another extension on the demolition.

Motion Flagel to grant a 30-day extension notice on property located at 54287 Hwy 64, Sabula to demolish the house. Motion died for lack of a second.

Motion Schwenker, second Flagel to grant a 60-day notice extension with the demolition completed by 90 days on a property at 54287 Hwy 64, Sabula with no more extensions granted after 90 days as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 11:42 a.m. until the next board meeting on April 4, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

April 4, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Chair Steines opened the public hearing on proposed bridge material bidding documents. Kinney presented information for the bidding process.

Motion Schwenker, second Flagel to close the public hearing on the proposed bridge material bidding documents.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the bridge material bidding documents as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a residential entrance permit from T & T Development Co, LLC in section 12 of Bellevue Township for lot 1 of Sunset Ridge Estates on the west side of Sieverding Ridge Rd as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a residential entrance permit to T & T Development Co, LLC for lot 1 of Sunset Ridge Estates as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a residential entrance permit from T & T Development Co, LLC in section 12 of Bellevue Township for a shared driveway for lots 2 & 3 of Sunset Ridge Estates on the west side of Sieverding Ridge Rd.

Motion Flagel, second Schwenker to approve a residential entrance permit to T & T Development Co, LLC for a shared driveway for lots 2 & 3 of Sunset Ridge Estates as presented.

Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of a residential entrance permit from T & T Development Co, LLC in section 12 of Bellevue Township for a Subdivision Street numbered 268<sup>th</sup> St in Sunset Ridge Estates on the west side of Sieverding Ridge Rd.

Motion Schwenker, second Flagel to approve the Subdivision Street numbered 268<sup>th</sup> St in the Sunset Ridge Estates Subdivision to T & T Development Co, LLC as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a residential entrance permit from Tyler Czipar in section 33 of Washington Township on the west side of 116<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the residential entrance permit to Tyler Czipar as presented.

Aye: Schwenker, Steines, Flagel

Kinney announced Brandt Wilms has been hired for the Motor Grader Position at the Maquoketa Shop.

Motion Flagel, second Schwenker to approve the hiring of Brandt Wilms as the Motor Grader Operator and authorize the Auditor's Office to issue bi-weekly paychecks starting April 5, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of Resolution #951-04-04-2023 for the Jackson County Dust Control Policy. This policy establishes guidelines for citizens and commercial applicators that will aid the citizens and are safe for the environment.

Motion Schwenker, second Flagel to approve Resolution #951-04-04-2023 approving the Jackson County Dust Control policy filed in Resolution Book 5, page 107 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the March 28, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second by Flagel to approve a handwritten warrant to the Schoenthaler Law Office Trust Account for \$94,999.08 for the purchase of property from Redeker Partners, LLC for the parking lot on the corner of South 2<sup>nd</sup> St and West Platt St as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second by Flagel to accept, place on file and authorize Chair signature on the County Recorder's Report of Fees collected for the month of March, 2023 in the amount of \$46,151.19 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Special Class "C" Retail Alcohol License with Living Quarters to The Oakland Mill LLC at 22095 Hwy 64, Maquoketa effective May 1, 2023 through April 30, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Special Class “C” Retail Alcohol License with outdoor service to the Zwingle Recreation Association at 28461 194<sup>th</sup> Ave, Zwingle effective May 1, 2023 through April 30, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #952-04-04-2023 for the second half interfund operating transfer for Fiscal Year 2022/2023 in the sum of \$607,600.00 from the Rural Basic Fund #11000 to the Secondary Road Fund #20000, effective April 4, 2023 as filed in Resolution Book 5 page 109 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #953-04-04-2023 for the annual interfund operating transfer for Fiscal Year 2022/2023 in the sum of \$25,000.00 from the General Basic Fund #01000 to the Secondary Road Fund #20000, effective April 4, 2023 as filed in Resolution Book 5 page 110 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #954-04-04-2023 for the interfund operating transfer for Fiscal Year 2022/2023 in the sum of \$1.56 from the Mental Health Fund #10000 to the Mental Health Region Fund #01010, effective on April 4, 2023 as filed in Resolution Book 5, page 111 as presented. Aye: Schwenker, Steines, Flagel

Human Resources Administrator Becki Chapin requested the Chair signature on the probationary certificate of appointment to John Bradtke as the Assistant County Attorney effective April 3, 2023 through October 3, 2023.

Motion Schwenker, second Flagel to authorize the Chair signature on the probationary certificate of appointment to John Bradtke as the Assistant County Attorney and authorize the Auditor’s Office to issue bi-weekly paychecks effective April 3, 2023. Aye: Schwenker, Steines, Flagel

Chapin requested the Chair signature on the certificate of appointment to Deputy Sheriff Joel Driscoll.

Motion Flagel, second Schwenker to authorize the Chair signature on the certificate of appointment to Deputy Sheriff Joel Driscoll until December 31, 2024 as presented. Aye: Schwenker, Steines, Flagel

John Bradtke introduced himself to the Board as the new Jackson County Assistant County Attorney.

Motion Schwenker, second Flagel to adjourn the meeting at 9:37 a.m. until the next board meeting on April 11, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

April 11, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll, Charlie McCoy

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Mike Griffin and Bruce Fisher from the Jackson County Energy District updated the Board on the Law Enforcement Solar project and grant.

Jackson County Engineer Todd Kinney updated the Board on his department.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to appoint Judy Koon to the Historic Preservation Commission for a 3-year term expiring on December 31, 2025 as presented. Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the April 4, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$363,134.98 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second by Flagel to accept and place on file the Veterans Affairs Commission meeting minutes for the March 8, 2023 meeting as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the Certificate of Cost Allocation Plan for Fiscal Year 2022 with Cost Advisory Services to provide consulting service to recoup federal monies as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal of a Special Class "C" Retail Alcohol License with outdoor service to The Tabor Family Winery at 3570 67<sup>th</sup> St, Baldwin effective April 1, 2023 through March 31, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Chair Steines who opened the public hearing on the proposed FY2024 budget.

Auditor Alisa Smith and Deputy Auditor Shelley Hoye discussed the proposed budget. No comments for or against the proposed budget have been received. The overall increase in the county taxing levy is approximately .44462 cents per thousand dollars of assessed valuation.

Rural property owner Charlie McCoy spoke about his assessed valuation and property taxes.

Motion Schwenker, second Flagel to close the public hearing on the proposed FY2024 budget.

Motion Schwenker, second Flagel to accept and place on file the Compensation Board's recommended elected officials' compensation schedule for Fiscal Year 2023/2024 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #955-04-11-2023 certifying the Board of Supervisor's approved salaries for all elected officials received from the Compensation Board's recommendation for Fiscal Year 2023/2024 as filed in Resolution Book 5, page 112 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #956-04-11-2023 adopting the proposed Jackson County Budget as published for Fiscal Year starting July 1, 2023 and ending on June 30, 2024 including the Compensation Board's salary recommendation as submitted as filed in Resolution Book 5, page 113 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the Adoption of Budget and Certification of Taxes for Fiscal Year July 1, 2023 through June 30, 2024 and direct Auditor Smith to file all required forms with the Iowa Department of Management as required by law as presented.

Aye: Schwenker, Steines, Flagel

Chair Steines opened the public hearing for the FY2023 budget amendment.

Deputy Auditor Shelley Hoye discussed the reasons for the amendment. No comments for or against the amendment have been received.

Motion Schwenker, second Flagel to close the hearing for the FY2023 budget amendment as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #957-04-11-2023 for the Amendment to the County Budget for Fiscal Year 2022-2023 and authorize Chair and Auditor signatures on the Record of Hearing and certify to the State of Iowa as filed in Resolution Book 5, page 115 as presented.

Aye: Schwenker, Steines, Flagel



Motion Schwenker, second Flagel to adjourn the meeting at 10:21 a.m. until the next board meeting on April 18, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

April 18, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll, Chief Deputy Jim Cracker, Deputy Sheriff Brandon Beck, Ben Schneider, Bellevue City Administrator Abbey Skrivseth

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant County Engineer Jayden Scheckel presented and recommended approval of a right-of-way utility permit from Alliant Energy in multiple eastern Jackson County locations to replace and upgrade existing poles and lines with new material.

Motion Flagel, second Schwenker to approve the right-of-way utility permit to Alliant Energy as presented.  
Aye: Schwenker, Steines, Flagel

Scheckel presented and recommended approval of a farm entrance permit from Chuck Medinger in section 29 of Bellevue Township on the south side of 216<sup>th</sup> St.

Motion Schwenker, second Flagel to approve the farm entrance permit to Chuck Medinger as presented.  
Aye: Schwenker, Steines, Flagel

Kelley Brown from Jackson County Economic Alliance and Chuck Current from Innovate 120 discussed a program called Wednesdays Are Possible. They invited the Board to the next program on May 3<sup>rd</sup> from 4:00 – 5:30 p.m. at the Preston Town Hall at 52 W Gillet St, Preston.

Midwest Construction Consultant John Hansen and Jeremy Oden updated the Board on the progress of the Law Enforcement Center.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the April 11, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Special Class “B” Retail Native Wine License to Friends of Jackson County Conservation at 18670 63<sup>rd</sup> St, Maquoketa effective June 8, 2023 through June 7, 2024 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal of a Class “E” Retail Alcohol License to SNK Gas & Food LLC at 18820 Bellevue Cascade Rd, Zwingle effective April 15, 2023 through April 14, 2024 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the Agreement to Provide Professional Consulting Services between Jackson County and Cost Advisory Service, Inc for fiscal years 2023, 2024, and 2025 for an annual cost of \$4,450.00 as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Goeke presented an application for a firework permit. Upon further discussion, the Board decided a work session is needed to discuss the application process.

Motion Schwenker, second Flagel to table action on all firework permits until more information can be obtained.  
Aye: Schwenker, Steines, Flagel

Chair Steines opened the public hearing on proposed Ordinance #312 for the rezoning of 2 properties owned by Ryan Roling from A-1 to M-2.

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich discussed the reason for the rezoning to reclassify two parcels of land from the A-1 Agricultural District to the M-2 General Industrial District. This is a 0.23-acre parcel owned by Ryan Roling located west of the railroad crossing by address 30442 395<sup>th</sup> Ave, Bellevue in section 36 of Tete Des Morts Township. The Zoning Commission held a public hearing on March 20, 2023 and recommended the application be granted without conditions.

Motion Schwenker, second Flagel to close the public hearing on proposed Ordinance #312 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to waive the second and third hearings on Ordinance #312 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Ordinance #312 amending and reclassifying from A-1 Agricultural District to the M-2 General Industrial District and approve publication in the official newspapers as filed in Ordinance Book 1, page 551 as presented.  
Aye: Schwenker, Steines, Flagel

Roling presented and recommended approval of Resolution #958-04-18-2023 for a two-lot minor subdivision owned by Bellevue Sand & Gravel Co called Agate Acres in section 30 of Bellevue Township.

Motion Schwenker, second Flagel to approve Resolution #958-04-18-2023 for a two-lot minor subdivision owned by Bellevue Sand & Gravel Co called Agate Acres as filed in Resolution Book 5, page 116 as presented.  
Aye: Schwenker, Steines, Flagel

Jack Willey and Coordinator of Disability Services Lynn Bopes updated the Board on the Eastern Iowa Mental Health & Disability Services meeting they attended on April 17, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 10:47 a.m. until the next board meeting on April 25, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

April 25, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant to the Engineer Mike Clausing presented and recommended approval of a residential entrance permit from Patrick Zeimet in section 24 of Fairfield Township on the south side of the Iron Bridge Rd.

Motion Schwenker, second Flagel to approve the residential entrance permit to Patrick Zeimet as presented.  
Aye: Schwenker, Steines, Flagel

Clausing presented and recommended approval of the roadway maintenance agreement with the Iowa Department of Transportation (IDOT) for 0.724 lane miles for snow and ice control maintenance

operations within the Maquoketa Caves State Park. IDOT will pay Jackson County \$1,596.42 beginning July 1, 2023 and ending on June 30, 2024.

Motion Schwenker, second Flagel to approve the agreement with IDOT for roadway maintenance at the Maquoketa Caves State Park as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the April 18, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$774,840.31 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$17,104.88 to Midwest Construction Consultants, Inc; \$166,158.80 to Geisler Brothers; \$23,750.00 to Rock River Electric; \$140.00 to Tri-State Porta Potty, Inc for a total cost of \$207,153.68 of this total \$174,158.89 will be paid from the American Rescue Funds and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending March 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$6,022.97 to Midwest Construction Consultants, Inc; \$18,477.50 to Peak Construction; \$24,766.50 to Hometown Plumbing & Heating for a total cost of \$49,266.97 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending March 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

State Jail Inspector Delbert Longley addressed the Board discussing the current Jackson County Detention Center.

Treasurer Beth Gerlach presented and recommended approval of Resolution #959-04-25-2023 at the request of Manager Ludwig Diaz from Maquoketa MHP, LLC to abate the taxes on three mobile homes located in the mobile home park for which the owners failed to notify the Treasurer's Office of the removal of the mobile homes. Robert Lee Morris II owned a 1965 New Moon mobile home owing \$828.00 in unpaid taxes, Matthew Scott Morris owned a 1974 Skylark mobile home owing \$1,701.00 in unpaid taxes and Chanelle Marie Kunde owned a 1961 Gardner mobile home owing \$1,000.00 in unpaid taxes. Manager Ron Stoll requested the abatement of taxes on one mobile home located in MHP/Woodland East for which the owners failed to notify the Treasurer's Office of the removal of the mobile home. Kevin & Ida Matthiessen owned a 1981 Kit Sportsmaster mobile home owing \$888.00 in unpaid taxes. Kaleb John Bee owned a mobile home on leased land which was located on a parcel of land south of the highway in the southwest of the northeast in the City of LaMotte and removed it from this location without notifying the Treasurer's Office for a total of \$143.00 in unpaid taxes.

Motion Schwenker, second Flagel to approve Resolution #959-04-25-2023 abating \$4,560.00 in delinquent mobile home taxes as filed in Resolution Book 5, page 117 as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich discussed proposed Ordinance #313 from DHK Real Estate Investments LLC to rezone the property formerly known as the Jackson County Welcome Center in section 19 of Union Township from C-1 to A-1.

Motion Flagel, second Schwenker to approve setting a public hearing date of May 16, 2023 at 10:00 a.m. for proposed Ordinance #313 as presented. Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Veteran Affairs Director Tony Sheckles updated the Board on his department.

Richland Township Clerk Mary Ann Kunde discussed an issue at the Cottonville Cemetery which has been overrun with gophers/ground hogs digging in the cemetery. The Board will investigate options to remove or eradicate the problem.

Conservation Director Nathan Jones updated the Board on his department.

Motion Schwenker, second Flagel to adjourn the meeting at 10:53 a.m. until the next board meeting on May 2, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

May 2, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a business/farm entrance permit from John Hostetler in section 7 of Fairfield Township on the south side of Iron Bridge Rd.

Motion Flagel, second Schwenker to approve the business/farm entrance permit to John Hostetler as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a residential entrance permit from Staci Lange in section 18 of Prairie Springs Township on the north side of Centerville Rd.

Motion Schwenker, second Flagel to approve the residential entrance permit to Staci Lange as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a farm entrance permit from Andrae D'Acquisto in section 12 of Perry Township on the north side of 167<sup>th</sup> St.

Motion Schwenker, second Flagel to approve the farm entrance permit to Andrae D'Acquisto with a hidden driveway sign to be installed as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a two-right-of-way utility permits from Windstream Iowa Communications, LLC in section 4 of Washington Township to bore under Hwy 52 to 435<sup>th</sup> Ave to set new units and in section 13 of Bellevue Township to install fiber optic cable along Sieverding Ridge Rd.

Motion Schwenker, second Flagel to approve the right-of-way utility permit to Windstream Iowa Communications, LLC as presented. Aye: Schwenker, Steines, Flagel

Kinney presented a request from Sandy Koppes to erect a memorial sign. The opinion of the County Attorney is to not allow the sign in the right-of-way due to liability issues.

Motion Schwenker, second Flagel to deny the request from Sandy Koppes to erect a memorial sign as presented. Aye: Schwenker, Steines, Flagel

Kinney discussed the Assistant to the Engineer position and is recommending hiring Thomas Hughes.

Motion Flagel, second Schwenker to approve hiring Thomas Hughes as the Assistant to the Engineer effective May 22, 2023 as presented. Aye: Schwenker, Steines, Flagel

Kinney discussed the 28E agreement between Jackson County and the City of Maquoketa to provide lighting on South Main Street and Trail. The County and City shall proportionately share the costs of the 12 lights, 1 stand-by pole and any future maintenance and energy costs.

Motion Schwenker, second Flagel to table the 28E agreement with the City of Maquoketa for lighting on South Main Street and Trail as presented. Aye: Schwenker, Steines, Flagel

Jackson County Economic Alliance Director Kelley Brown announced she has been notified of the awarding of the \$262,500.00 grant from the Federal Emergency Management Agency for the fiscal year 2022 Emergency Operations Center grant program at the Law Enforcement Center.

Whitney Sanger from Hawkeye Area Community Action Agency (HACAP) requested the month of May 2023 as Community Action Month. Steines read a proclamation to proclaim the month of May 2023 as Community Action Month in recognition of the hard work and dedication of all Iowa Community Action Agencies.

Motion Schwenker, second Flagel to approve and authorize the Chair signing the proclamation declaring the month of May 2023 as Community Action Month as presented.

Aye: Schwenker, Steines, Flagel

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center.

Don Wentworth, Dave Koon and Judy Koon from the Jackson County Pioneer Cemetery Commission requested the month of May 2023 as Cemetery Appreciation Month. Steines read a proclamation to proclaim the month of May 2023 as Cemetery Appreciation Month and call upon the people of Jackson County, Iowa to join their fellow citizens across the United States in recognizing and participating in this special observance.

Motion Schwenker, second Flagel to approve and authorize the Chair signing the proclamation declaring the month of May 2023 as Cemetery Appreciation Month as presented.

Aye: Schwenker, Steines, Flagel

Don Wentworth from the Jackson County Historic Preservation Commission requested the County proclaim the month of May 2023 as Historic Preservation Month. Steines read the proclamation to proclaim the month of May 2023 as Historic Preservation Month and call upon the people of Jackson County, Iowa to join their fellow citizens across the United States in recognizing and participating in this special observance.

Motion Schwenker, second Flagel to approve and authorize the Chair signing the proclamation declaring the month of May 2023 as Historic Preservation Month as presented.

Aye: Schwenker, Steines, Flagel

Sheriff Brent Kilburg updated the Board on his department.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the April 25, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept, place on file and authorize the Chair signature on the County Recorder's Report of Fees collected for the month of April, 2023 in the amount of \$42,831.73 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve the reappointment of Daryl DeVore to the Jackson County Board of Adjustment for a five-year term expiring on May 6, 2028 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Maquoketa City Manager Josh Boldt, Public Works Director Frank Ellenz and Maintenance Supervisor Marty Hudrlik to discuss a shared maintenance agreement for the parking lot east of the Courthouse.

Motion Schwenker, second Flagel to rescind the motion to table action on the 28E Agreement with the City of Maquoketa for the South Main Street and Trail lighting project as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the 28E Agreement between Jackson County and the City of Maquoketa for the South Main Street and Trail lighting project as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 11:03 a.m. until the next board meeting on May 9, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

May 9, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel presented and recommended approval of a right-of-way utility permit from Windstream Iowa Communications LLC in section 12 of Bellevue Township to bury 1,444 feet of fiber along North 7<sup>th</sup> St in Bellevue.

Motion Schwenker, second Flagel to approve the right-of-way utility permit to Windstream Iowa Communications LLC as presented. Aye: Schwenker, Steines, Flagel

Scheckel presented and recommended approval of two right-of-way utility permits from Maquoketa Valley Electric Coop in section 17 of Brandon Township for a new underground line to a hog building on the south side of 166<sup>th</sup> St and in sections 12 & 13 of South Fork Township for underground fiber along the Hurstville Rd.

Motion Flagel, second Schwenker to approve two right-of-way utility permits to Maquoketa Valley Electric Coop as presented. Aye: Schwenker, Steines, Flagel

Scheckel presented and recommended approval of a farm entrance permit from Brian Steines in section 15 of Bellevue Township on the south side of the Bellevue-Cascade Rd.

Motion Flagel, second Schwenker to approve the farm entrance permit to Brian Steines as presented. Aye: Schwenker, Steines, Flagel

Scheckel announced Secondary Roads employee Gary Sieverding has submitted his retirement resignation effective June 2, 2023 after 30 years of service.

Motion Flagel, second Schwenker to accept the retirement resignation of Gary Sieverding as presented. Aye: Schwenker, Steines, Flagel

Scheckel announced the Iowa Department of Transportation has awarded Jackson County \$2,000,000.00 for the replacement of bridge MON-0138 82<sup>nd</sup> Ave (Cheneworth) based on the County Bridge Priority Point Rating Worksheet. The estimated bridge cost is \$5,727,000.00 with the state offering an amount not to exceed \$2,000,00.00 in County Bridge Construction Funds.

Motion Schwenker, second Flagel to accept the \$2,000,000.00 award from the Iowa Department of Transportation as presented. Aye: Schwenker, Steines, Flagel

Scheckel discussed the bridge materials award. Bids were received and opened last week, and Flagel is recommending tabling any action until Engineer Kinney can review the bids.

Motion Schwenker, second Flagel to table the awarding of the bridge materials award until next week as presented. Aye: Schwenker, Steines, Flagel

Mike Griffin and Bruce Fisher from the Jackson County Energy District discussed the Moonshot Grant for the solar array system at the Law Enforcement Center which was not awarded to Jackson County.

Jail Administrator Andrew Long presented and recommended approving the National Correctional Officers and Employees Week from May 7 – 13, 2023. Steines read and proclaimed the National Correctional

Officers and Employees Week and encouraged all citizens to join in honoring and recognizing our detention officers and employees.

Motion Schwenker, second Flagel proclaiming National Correctional Officers and Employees Week from May 7 – 13, 2023 as presented. Aye: Schwenker, Steines, Flagel

County Attorney John Kies and Maintenance Supervisor Marty Hudrlik updated the Board on the security measures requested in the office. The consensus of the Board is to send out formal request for proposals to local contractors for the project.

Motion Flagel, second Schwenker to approve sending out request for proposal on the security updates in the County Attorney's office as presented. Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Chairperson George Daugherty from the Pioneer Cemetery Commission presented an access easement agreement between Next Trajectory, LLC and Jackson County for property known as the Budd Cemetery.

Motion Schwenker, second Flagel to approve the Chair signature on the access easement agreement between Next Trajectory, LLC and Jackson County as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the May 2, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$505,719.27 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$17,031.77 to Midwest Construction Consultants, Inc; \$225,878.27 to Bill Bruce Builders; \$140.00 to Tri-State Porta Potty, Inc for a total cost of \$243,030.04 with no funds being paid from the American Rescue Funds and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending April 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$5,007.34 to Midwest Construction Consultants, Inc; \$53,978.93 to Crawford Company; \$6,000.00 to SA Architects; \$170.00 to Tri-State Porta Potty, Inc; \$160,640.00 to Advanced Precast Company, Inc for a total cost of \$225,796.27 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending April 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve setting a public hearing date for a Fiscal Year Budget Amendment on May 30, 2023 at 10:00 a.m. as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Human Resources Administrator Becki Chapin updated the Board on her department.

Motion Schwenker, second Flagel to set the hourly pay rate of \$25.37 per hour for Tony Sheckles as the interim Assistant Veterans Affairs Director as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to set the starting pay rate of \$41,715.00 per year to Brianna Baker as the Veterans Affairs Administrator with an increase of 10% after a successful 6-month review by the Commission as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the hourly pay range for the County Veterans Service Officer (CVSO)/Confidential Secretary from \$18.00 to \$20.60 per hour for a 30-hour work week and an additional \$1.00 per hour after receiving the CVSO accreditation as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Wellmark Insurance Renewal Rates for the Iowa Community Insurance Trust (ICIT) benefit option 11 and authorize Chapin to sign the appropriate paperwork as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 10:25 a.m. until the next board meeting on May 16, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

May 16, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented a previously opened bid for bridge material. The only bid received for lumber was from Wheeler Lumber Company for \$147,084.80.

Motion Schwenker, second Flagel to approve the bid from Wheeler Lumber Company as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented a previously opened bid for steel for bridge material. The only bid received for steel was from O'Brien Steel for \$186,496.33.

Motion Schwenker, second Flagel to approve the bid from O'Brien Steel as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a class "D" residential entrance permit from John Stephany in section 1 of Otter Creek Township on the west side of 194<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the residential entrance permit to John Stephany as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a right-of-way utility permit from Maquoketa Valley Electric Coop in section 6 of Butler Township to install a new pole and bore under the road for service to 28598 9<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the right-of-way utility entrance permit to Maquoketa Valley Electric Coop as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented a Secondary Road Assessment District report on 308<sup>th</sup> St from Hwy 52 to the property entrance at 37976 308<sup>th</sup> St for Board review. A petition has been received with sixteen signatures of the twenty-one property owners in the proposed Secondary Road Assessment District with the property owners willing to pay 50% of the estimated costs. The Engineer's estimate of costs to improve the road section with HMA paving is \$226,629.00 and \$294,054.00 for PCC paving with the Engineer recommending the PCC paving. Per Iowa Code Section 311, a public hearing will be held to determine the final outcome of the project.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the May 9, 2023 Board proceeding with a correction as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept, place on file the Veterans Affairs Commission meeting minutes for the April 5, 2023 meeting as presented.  
Aye: Schwenker, Steines, Flagel



Motion Flagel, second Schwenker to approve a Class “C” Retail Alcohol License with outdoor service to Bellevue Horseman’s Club, Inc at 25121 297<sup>th</sup> Ave, Bellevue effective June 1, 2023 through February 1, 2024 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to untable the motion to table action on a firework permit to Tyler Tharp as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve a firework permit to Tyler Tharp at 18061 Hwy 62, Maquoketa on July 1, 2023 at 9:00 p.m. with a rain date of July 2, 2023 at 9:00 p.m. as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich updated the Board on the department.

Chair Steines opened the public hearing for proposed Ordinance #313 to amend the official zoning map of Jackson County and reclassify a parcel of land at 60488 Hwy 64, Sabula from the C-1 Commercial Highway District to the A-1 Agricultural District.

Roling commented that the Zoning Commission met on April 17, 2023 and unanimously approved the request. No comments for or against the change have been received by the Board.

Motion Schwenker, second Flagel to close the public hearing on proposed Ordinance #313 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Ordinance #313 to amend the official zoning map of Jackson County and reclassify a parcel of land at 60488 Hwy 64, Sabula from the C-1 Commercial Highway District to the A-1 Agricultural District as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to waive the second and third hearings on proposed Ordinance #313 as presented. Aye: Schwenker, Steines, Flagel

Jathan Chicoine is the Home Base Iowa Program Manager at Iowa Workforce Development who discussed a program called Home Base Iowa. The premise is to have resources in place to welcome and assist in the transition of Veterans into our communities, and ultimately, into the workplace. He outlined the process for Jackson County to be named a Home Base Iowa County.

Veterans Affairs Director Tony Sheckles and County Veteran Service Officer/Confidential Secretary Briana Kirk updated the Board on their department.

Committee Member Jack Willey updated the Board on the Eastern Iowa Mental Health and Disability Services meeting he attended on May 15, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 10:50 a.m. until the next board meeting on May 23, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

May 23, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney requested the Board set a public hearing date and time for the proposed 308<sup>th</sup> St Secondary Road Assessment District.

Motion Flagel, second Schwenker to approve the public hearing date of June 13, 2023 at 10:00 a.m. for the proposed 308<sup>th</sup> St Secondary Road Assessment District as presented.

Aye: Schwenker, Steines, Flagel

East Central Intergovernmental Association Development Coordinator Matt Specht and Revolving Loan Committee Member Leo McGarry discussed a \$81,792.00 Jackson County Revolving Loan to the Jackson County Fair Association. The consensus of the Board agreed on a 2% interest rate for seven years with the county contributing \$20,000.00 to the Jackson County Fair Association to offset the costs of the campground wiring project.

Motion Schwenker, second Flagel to approve a \$61,792.00 loan with a 2% interest rate for seven years with the county contributing \$20,000.00 as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich updated the Board on the department. Roling presented a potential resolution concerning a 9-month moratorium on Wind Energy Conversion Systems (WECS) for Board review.

Motion Schwenker, second Flagel to table the approval of the Alden Subdivision until the issues with drainage are resolved as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to postpone the approval of the Sunset Ridge Subdivision until May 30, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Roling discussed nuisance violations from Francis Marshall and Jeff Hartman for property located in the Leisure Lake Subdivision who are requesting an extension past the June 1<sup>st</sup> deadline.

Motion Flagel, second Schwenker to allow a 30-day extension to Francis Marshall for property located at 22405 Pleasant Dr in the Leisure Lake Subdivision and not to approve the camper located on the property as a storage facility as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to postpone the request until next week for an extension from Jeff Hartman for property located at 23311 Lake Shore Dr in the Leisure Lake Subdivision as presented.

Aye: Schwenker, Steines, Flagel

Mike Griffin and Bruce Fisher from the Jackson County Energy District updated the Board on the solar array project at the Jackson County Law Enforcement Center. The estimated cost of the project is \$80,000.00 with a potential of Jackson County receiving a \$24,000.00 Investment Recovery Act (IRA) grant.

Motion Schwenker, second Flagel to move forward with the request for proposal for the Jackson County Law Enforcement Center Solar array project as presented.

Aye: Schwenker, Steines, Flagel

Conservation Director Nate Jones updated the Board on the Conservation department.

Jackson County Area Tourism Association Director Tom Devine updated the Board.

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress of the Jackson County Law Enforcement Center.

Maintenance Supervisor Marty Hudrlik updated the Board on the department.

Human Resources Administrator Becki Chapin updated the Board on the department.

Motion Schwenker, second Flagel to approve the hiring of Thomas Hughes as the Assistant to the Engineer for \$31.20 per hour and authorize the Auditor's Office to issue bi-weekly paychecks as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the hiring of Robert Kilburg as the custodian/maintenance worker in the Courthouse Maintenance Department effective May 30, 2023 at \$21.00 per hour with a 6% increase upon completion of a 90 day review and increase to \$23.50 per hour after a successful 6-month review and authorize the Auditor's Office to issue bi-weekly paychecks as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the May 16, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$271,963.94 as presented.

Aye: Schwenker, Steines, Flagel

Deputy Auditor Shelley Hoye presented and recommended for approval the Procurement Process Segregation of Duties – Internal Control Policy. These internal control procedures apply to the procurement of all supplies, equipment, construction, and services of and for Jackson County that include any federal program funding as recommended by the State Auditor's Office.

Motion Flagel, second Schwenker to approve the Procurement Process Segregation of Duties – Internal Control Policy effective May 23, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve a fireworks permit to Tom Yearwood at 24103 Hwy 64, Maquoketa on June 24, 2023 with a rain date of August 5, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to move the July 4<sup>th</sup> Board of Supervisors meeting to Monday, July 3<sup>rd</sup> at 9:00 a.m. as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 11:20 a.m. until the next board meeting on May 30, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

May 30, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Dave Schneider

Guests present: Troy Sieverding

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

IT Director Bjorn Beck presented a quote for \$54,593.93 from SCI Communications for network wiring at the Law Enforcement Center.

Motion Schwenker, second Flagel to approve the quote from SCI Communications not to exceed \$54,593.93 for network wiring for the Law Enforcement Center as presented.

Aye: Schwenker, Steines, Flagel

Beck presented a Memo of Understanding between Jackson County and the Office of the Chief Information Officer (OCIO) from the Iowa Department of Management for Enhanced Security Services.

Motion Flagel, second Schwenker to approve the Chair signature on the Memorandum of Understanding with the OCIO for Enhanced Security Services as presented.

Aye: Schwenker, Steines, Flagel

Human Resources Administrator Becki Chapin updated the Board on personnel issues.

Motion Schwenker, second Flagel to approve the job description for the Emergency Medical Services Coordinator position with a salary range from \$52,000 to \$58,000 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Chapin advertising for the Emergency Medical Services Coordinator position as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the May 23, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel needed to approve and authorize the Chair and Auditor signatures on the Transfer Agreement between Jackson County, Iowa and E.C.I.A. Business Growth, Inc. for \$61,792.00 in loan funds for 7 years with an interest rate of 2.0% to assist the Jackson County Fair Association with campground improvements as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve a firework permit to Brian Peterson at 19040 145<sup>th</sup> Ave, Zwingle on July 4, 2023 at dusk with a rain date of July 5, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich who updated the Board on the department. Roling discussed a nuisance complaint at 11315 150<sup>th</sup> St, Maquoketa owned by John Biermann. The consensus of the Board is for no action at this time until they have visited the location of the complaint.

Chair Steines opened the public hearing for Resolution #960-05-30-2023 for a FY2023 Budget Amendment. No comments for or against the amendment have been received.

Motion Schwenker, second Flagel to close the public hearing for Resolution #960-05-30-2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #960-05-30-2023 for the Amendment to the County Budget for Fiscal Year 2022-2023 and authorize the Chair and Auditor signatures on the Record of Hearing and certify to the State of Iowa as recorded in Resolution Book 5, page 119 as presented.

Aye: Schwenker, Steines, Flagel

Roling presented Resolution #962-05-30-2023 to enact a moratorium on Wind Energy Conversion Systems for 9-months in Jackson County.

Motion Schwenker, second Flagel to approve Resolution #962-05-30-2023 for a Moratorium on Wind Energy Conversion Systems (WECS) for a period of 9 months or could be extended if deemed necessary as recorded in Resolution Book 5, page 121 as presented.

Aye: Schwenker, Flagel

Nay: Steines

Motion Schwenker, second Flagel to approve Resolution #961-05-30-2023 to approve the final plat of the Sunset Ridge Estates subdivision in section 12 of Bellevue Township as recorded in Resolution Book 5, page 120 as presented.

Aye: Schwenker, Steines, Flagel

Roling discussed a nuisance violation notice for Jeff Hartman at 23311 Lake Shore Dr, Bernard. Hartman is requesting an extension to allow more time to clean up the property. No action necessary on this previously tabled request.

Motion Flagel, second Schwenker to allow a 30-day extension for all property owned by Francis Marshall and Dan Freese as presented.

Aye: Schwenker, Steines, Flagel

Health Administrator Elizabeth Townsend updated the Board on the department.

Motion Schwenker, second Flagel to adjourn the meeting at 10:57 a.m. until the next board meeting on June 6, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

June 6, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended for approval of a Class “C” farm entrance permit from Brian Manternach in section 17 of Brandon Township on the south side of 166<sup>th</sup> St.

Motion Flagel, second Schwenker to postpone action on the farm entrance permit to Brian Manternach until more information can be obtained. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended for approval of a Class “D” residential entrance permit from Erin Reade Murphy in section 23 of South Fork Township on the north side of 43<sup>rd</sup> St.

Motion Schwenker, second Flagel to approve the residential entrance permit to Erin Reade Murphy as presented. Aye: Schwenker, Steines, Flagel

Robert Abbott from Innovate 120 invited the Board to Wednesdays Are Possible event at River Edge Brewing in Bellevue on June 7<sup>th</sup> and an open house with Iowa Economic Development Authority Director Debbie Durham at 11:00 a.m. on June 15<sup>th</sup>.

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich discussed nuisance violations from Jeff Hartman, Shari Steward and Leah Bennett for property located in the Leisure Lake Subdivision and John Bierman on 150<sup>th</sup> St.

Motion Flagel, second Schwenker to untable action for the Jeff Hartman nuisance violation in Leisure Lake as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to allow a 30-day extension from June 1<sup>st</sup> to Jeff Hartman for his nuisance violation in Leisure Lake as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to issue a nuisance violation notice to John Bierman at 11315 150<sup>th</sup> St, Maquoketa as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to allow a 30-day extension from June 1<sup>st</sup> to Shari Steward for her nuisance violation at Leisure Lake as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to allow a 30-day extension from June 1<sup>st</sup> to Leah Bennett for her nuisance violation at Leisure Lake as presented. Aye: Schwenker, Steines, Flagel

John Hansen, Jr from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center.

Motion Flagel, second Schwenker to approve change order #5 for \$27,754.00 to Rock River Electric for the relocation of the electrical transformer as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$15,308.72 to Midwest Construction Consultants; \$114,434.15 to Bill Bruce Builders; \$412,300.00 to Stronghold Industries; \$20,900.00 to Kraus Plumbing & Heating; \$99,750.00 to Rock River Electric; and \$120.00 to Tri-State Porta Potty, Inc for a total of \$662,812.87 of which \$214,660.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending May 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve change order #1 for \$11,233.46 to Stickley Electric for the Jackson County Fair & ISU Extension – 4-H Outreach Center as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$5,624.09 to Midwest Construction Consultants; \$93,330.85 to Peak Construction; \$28,509.50 to Hometown Plumbing & Heating; \$14,985.30 to

Crawford Company; \$120.00 to Tri-State Porta Potty, Inc; \$2,766.00 to Selective Insurance for builder's risk insurance; and \$26,000.00 to Advanced Precast Company, Inc. for a total cost of \$171,335.74 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension --- 4-H Outreach Center for the month ending May 31, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on the department.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the May 30, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$1,227,816.86 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize the Chair signature on the County Recorder's Report of Fees collected for the month of May, 2023 in the amount of \$43,292.53 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 11:25 a.m. until the next board meeting on June 13, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

June 13, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Ryan Smith

Guests present: Security Joel Driscoll, Jake Capesius, Kate Perrin, Terry Beek, Joel Wagner, Marry Budde, Marv Budde, Shawn Law, Melody Law, Terri Renner, Larry Black, Lisa Black, Daniel Braet, Leonard Ernst, Marge Ernst

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented fuel bids to be opened.

Auditor Alisa Smith opened fuel bids from AgVantage FS, Inc. for 9,000 gallons of LP fuel for \$1.26 per gallon, Mulgrew Oil & Propane Co bid \$1.489 and Eastern Iowa LP LLC bid \$1.320. River Valley Energy bid \$0.344 for 30,000 gallons of ethanol blend gasoline; \$0.08 for 65,000 gallons of No. 2 regular diesel fuel; \$0.129 for 40,000 gallons of winter blend diesel fuel; \$0.015 for 105,000 gallons of diesel fuel additive; \$0.08 for No 2 (B5) biodiesel fuel; \$0.1290 for winter blend biodiesel fuel; and \$0.015 diesel fuel additive. Mulgrew Oil & Propane Co bid \$0.4965 for 30,000 gallons of ethanol blend gasoline; \$0.22210 for 65,000 gallons of No. 2 regular diesel fuel; \$0.2350 for 40,000 gallons of winter blend diesel; \$0.03 for 105,000 gallons of diesel fuel additive; \$0.21710 No 2 (B5) biodiesel fuel; \$0.23000 for winter blend biodiesel fuel; and \$0.030 for diesel fuel additive. AgVantage, Inc and Eastern Iowa LP LLC did not bid for gasoline, diesel fuel, biodiesel fuel or diesel fuel additive. The Engineer's Office will review the bids and return to the Board with a recommendation.

Kinney presented and recommended approval of a farm entrance permit from Brian Manternach in section 17 of Brandon Township on the south side of 166<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the farm entrance permit to Brian Manternach as presented.

Aye: Schwenker, Steines, Flagel

Volunteer Donna Cox representing the Jackson County Senior Center inquired about the funding for the Senior Center in Maquoketa and if the Supervisors are going to financially support the Bellevue Senior Center. Cox requested a new lock for the front door, outside key lock box, additional handicap parking spaces and a ramp for the inside stage area at the Senior Citizen site in Maquoketa. No decision was made on the request.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the June 6, 2023 Board proceedings as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich who presented a proposal from Schneider Geospatial for a computer program called GeoPermits. This is an innovative tool to help communities streamline and track all types of permits. The cost of the proposal from August 1, 2023 to June 30, 2024 is \$23,647.00. Ryan Smith (Via Zoom) from Schneider Geospatial discussed what GeoPermits is and how this would benefit Jackson County.

Recess the meeting.

Reconvene the meeting with Chair Steines opening the public hearing on the proposed 308<sup>th</sup> St Secondary Roads Assessment District.

Engineer Kinney gave a background of the petition which was received and how to implement the proposed Assessment District. Five written comments were received in the Engineers Office along with other verbal comments for and against the proposed District. Terry Renner from 30894 308<sup>th</sup> Ave, spoke against the proposed district. When they purchased their house the county road was gravel, people have built homes knowing it was gravel and she does not want to pay for an improvement to a county road. Kate Perrin from 37976 308<sup>th</sup> St, is neutral and commented the paving project does not fix all her dust control issues. Terry Beek from 30956 381<sup>st</sup> Ave is in favor of the paving project. Kinney noted that the 5-year road plan would need to be amended and the project cost would need to be paid from the ending fund balance of the Secondary Road fund. Dan Braet and Larry and Lisa Black spoke in favor of the project.

Motion Schwenker, second Flagel to close the public hearing on the proposed 308<sup>th</sup> St Secondary Roads Assessment District.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second by Steines, who vacated the chair, to approve the 308<sup>th</sup> St Secondary Roads Assessment Report and establish the district as presented.

Aye: Schwenker, Steines

Nay: Flagel

Chair Steines reestablished the Chair position.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich to discuss the GeoPermits contract. Ryan Smith from Beacon Geospatial agreed to do a presentation at the June 20<sup>th</sup> Board meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 11:43 a.m. until the next board meeting on June 20, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

June 20, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Administrative Assistant LuAnn Goeke

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Engineer Todd Kinney presented and recommended approval of the LP & fuel bids which were opened last week. The total contract to River Valley Energy for gasoline, diesel fuel, biodiesel, winter blend and fuel additive is \$22,255.00. The lowest price per gallon for approximately 9,000 gallons of LP gas is \$1.260 from AgVantage FS.

Motion Schwenker, second Flagel to approve the fuel bids and award the contract to River Valley Energy as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the LP bid and award the contract to AgVantage FS as presented. Aye: Schwenker, Steines, Flagel

Human Resources Administrator Becki Chapin discussed the County Veterans Service Officer (CVSO)/Confidential Secretary position. Ten people applied for the position with five applicants being interviewed. Chapin is recommending Lucille Johnson for the position with a starting wage of \$19.60 per hour effective July 10, 2023 with a \$0.50 cent increase after a successful 90 day review and \$0.50 cent increase after a 6 month review with an additional \$1.00 after she receives her national accreditation. The Veterans Affairs Commission met last week and approved the hiring.

Motion Schwenker, second Flagel to approve the hiring of Lucille Johnson at \$19.60 per hour with a \$0.50 increase upon completion of a 90-day probation, \$0.50 increase upon a successful 6 month review and including authorizing the County Auditor to issue bi-weekly paychecks as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the June 13, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$802,459.56 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file the Veterans Affairs Commission meeting minutes for the May 10, 2023 meeting as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the Fairgrounds Campground Electrical Improvement Project Agreement for \$20,000.00 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #963-06-20-2023 certifying delinquent Leisure Lake sewer assessments to the County Treasurer for property tax collection in the amount of \$4,395.20 as recorded in Resolution Book 5, page 122 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #964-06-2023 for appropriations transfer from Conservation to the Weed Commissioner for \$52.00 effective June 20, 2023 as recorded in Resolution Book 5, page 123 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve setting a public hearing date for a Fiscal Year Budget Amendment on June 30, 2023 at 10:00 a.m. as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Flagel, second Schwenker to approve fireworks permit to Stephanie Avenarius at 15647 Hwy 52, Bellevue on July 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve fireworks permit to Betty Ann Miller at 3249 Hwy 62, Maquoketa on July 4, 2023 as presented. Aye: Schwenker, Steines, Flagel



Motion Schwenker, second Flagel to change the July 3<sup>rd</sup> meeting to June 30, 2023 at 10:00 a.m. as presented.  
Aye: Schwenker, Steines, Flagel

Coordinator of Disability Services Lynn Bopes and Committee Member Jack Willey discussed the Eastern Iowa Mental Health and Disability Services Governing meeting they attended on June 19, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 9:57 a.m. until the next board meeting on June 27, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

June 27, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel presented and recommended for approval of a right-of-way utility permit from LaMotte Telephone Co in section 21 of Perry Township to move utilities for the 242<sup>nd</sup> Ave bridge project.

Motion Flagel, second Schwenker to approve the right-of-way utility permit to LaMotte Telephone Co as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to accept with regret the resignation of Rodger Schnoor from the Veterans Affairs Commission after 7 years of service as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to appoint Laura Eggers to the Veterans Affairs Commission for a 3-year term expiring on June 30, 2026 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve fireworks permit to Brandt Moore at 39950 195<sup>th</sup> St, Bellevue on July 3, 2023 with a rain date of July 8, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve fireworks permit to Larry Davis at 14609 100<sup>th</sup> St, Maquoketa on July 22, 2023 with a rain date of July 29, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve fireworks permit to Great River Threshers at 44 Centennial St, Miles on July 14, 2023 with a rain date of July 15, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Treasurer Beth Gerlach presented and recommended approval of Resolution #974-06-27-2023 for a tax abatement for a mobile home owned by Allen Goodenow.

Motion Schwenker, second Flagel to approve Resolution #974-06-27-2023 to abate the mobile home taxes owed by Allen Goodenow as recorded in Resolution Book 5, page 136 as presented.  
Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the June 20, 2023 Board proceedings as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a cigarette permit to SNK Gas & Food (Otter Creek Stop) at 18820 Bellevue Cascade Rd, Zwingle effective July 1, 2023 through June 30, 2024 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the renewal of a Class C Retail Alcohol License with outdoor service to Bluff Lake at 9301 95<sup>th</sup> Ave, Maquoketa effective July 18, 2023 through July 17, 2024 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Chair signatures on the FY2024 contracts between Jackson County Board of Supervisors and the four Public Libraries in the Cities of Bellevue, Maquoketa, Preston and Sabula with the County agreeing to provide financial support to the libraries of \$107,930.00 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #965-06-27-2023 for the Fiscal Year 2023/2024 appropriations by department as recorded in Resolution Book 5, pages 124 and 125 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #966-06-27-2023 naming the County Officers' Bank Depositories for Fiscal Year 2023/2024 for the Recorder and Sheriff designated banks to deposit revenues in their trust accounts as recorded in Resolution Book 5, page 126 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #967-06-27-2023 naming the Jackson County Bank Depositories for Fiscal Year 2023/2024, the financial institutions to be depositories for funds collected in the County Treasurer's Office as recorded in Resolution Book 5, page 127 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #968-06-27-2023 for the Designation of the County Bank for Fiscal Year 2023/2024 designating Maquoketa State Bank for county warrants and payroll as recorded in Resolution Book 5, page 128 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #969-06-27-2023 for Issuing County Warrants and allowing the Auditor to issue warrants without prior approval of the Board for payment on freight, postage, express, payrolls, water, lights, telephone, contractual services, witness fees, school of instruction registration fees and mileage as recorded in Resolution Book 5, page 129 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #970-06-27-2023 for the Interfund Operating Transfers authorizing the Auditor to periodically transfer sums from the general basic and rural services basic funds to the secondary road fund during the FY2023/2024 budget year as recorded in Resolution Book 5, page 130 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #971-06-27-2023 for Township Officials' reimbursement with a compensation rate of \$25.00 per meeting and for clerks' bookwork of \$25.00 per month not to exceed \$300.00 per year as recorded in Resolution Book 5, page 131 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #972-06-27-2023 for Payroll for Fiscal Year 2023/2024 with correction and authorize publication in the official newspapers as recorded in Resolution Book 5, pages 132 - 134 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #973-06-27-2023 setting the compensation of all election board members and other temporary election officials and the hours and mileage rates as recorded in Resolution Book 5, page 135 as presented.

Aye: Schwenker, Steines, Flagel

Conservation Director Nathan Jones updated the Board on his department.

Veterans Affairs Director Brianna Kirk updated the Board on her department.

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich discussed nuisance violations and the possible enforcement actions needed with no action taken.

Roling and Eltrich presented a proposal from Schneider Geospatial for a computer program called GeoPermits. The cost of the program from August 1, 2023 through June 30, 2024 is \$23,647.00.

Motion Schwenker, second Flagel to approve Chair signature on the Professional Services Agreement between Schneider Geospatial, LLC and Jackson County, Iowa as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$23,647.00 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with NextEra Energy Resources Representatives Ryan Keller, Kimberly Dickey and Neil Lyon discussed a wind energy study in Jackson County.

Motion Schwenker, second Flagel to adjourn the meeting at 10:38 a.m. until the next board meeting on June 30, 2023 at 10:00 a.m. in the boardroom at the courthouse in Maquoketa

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

June 30, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 10:00 a.m. and the pledge of allegiance was recited.

Chair Steines opened the public hearing for a FY2023 Budget Amendment.

Motion Schwenker, second Flagel to close the public hearing on the FY2023 Budget Amendment as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #975-06-30-2023 for the Amendment to the County Budget for Fiscal Year 2022-2023 and authorize Chair and Auditor signatures on the Record of Hearing and certify to the State of Iowa as recorded in Resolution Book 5, page 137 as presented.

Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of the FY24 Rural County Transportation Program (RCTP) for the Cities of Monmouth, Baldwin, Andrew and Springbrook. The Regional Planning Affiliation 8 (RPA 8) recommends Monmouth City be awarded \$25,000.00, Baldwin City be awarded \$12,410.00, Andrew City be awarded \$25,000.00 and Springbrook City be awarded \$3,119.00.

Motion Schwenker, second Flagel to approve the recommendation from the RPA 8 for the FY24 RCTP be awarded to the Cities of Monmouth, Baldwin, Andrew and Springbrook as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #976-06-30-2023 approving the establishment of the 308<sup>th</sup> St Secondary Road Assessment District as recorded in Resolution Book 5, page 138 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #977-06-30-2023 setting the interest rate at 6% for the Secondary Roads 308<sup>th</sup> Street Assessment District as recorded in Resolution Book 5, page 139 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the funding agreement with Iowa Department of Transportation for \$650,000.00 for project BROS-CO49(90)—8J-49 the 184<sup>th</sup> Ave bridge project as presented.

Aye: Schwenker, Steines, Flagel

Kinney discussed the Maquoketa Shop safety inspection.

Recess the meeting.

Reconvene the meeting with Auditor Alisa Smith who presented county business.

Motion Schwenker, second Flagel to approve the minutes of the June 27, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the renewal of a Class C Retail Native Wine License with outdoor service to The Tabor Family Winery at 3570 67<sup>th</sup> St, Baldwin effective August 7, 2023 through August 6, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #978-06-30-2023 for appropriations transfer from the Data Processing Department to the Auditor's Department for \$3,059.00 effective June 30, 2023 as recorded in Resolution Book 5, page 140 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the Information Technology Service Agreement, managed services plan and the licensed code support agreement with Solutions, Inc for fiscal year 2023/2024 for software and hardware maintenance effective July 1, 2023 through June 30, 2024 for \$80,368.50 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #979-06-30-2023 to authorize Eastern Iowa Regional Utility Service System (EIRUSS) to issue a Sewer Revenue Bond Anticipation Project Note in the maximum amount of \$615,000.00 to finance the Droessler Subdivision Water Main Extension 2023 Project as recorded in Resolution Book 5, pages 141 & 142 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #980-06-30-2023 to disestablish the practice of Human Resources being under the purview of the County Auditor as recorded in Resolution Book 5, page 143 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #981-06-30-2023 to disestablish the practice of Information Technology being under the purview of the County Auditor as recorded in Resolution Book 5, page 144 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$5,624.09 to Midwest Construction Consultants; \$93,330.85 to Peak Construction; \$28,509.50 to Hometown Plumbing & Heating; \$14,985.30 to Crawford Company; \$120.00 to Tri State Porta Potty, Inc; \$2,665.00 to Cincinnati Insurance Companies; \$26,000.00 to Advanced Precast Company, Inc for a total cost of \$171,234.74 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending May 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Flagel, second Schwenker to approve fireworks permit to Terry Cravatta at 56374 Hwy 64, Sabula on July 1, 2023 with a rain date of July 8<sup>th</sup> as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 11:07 a.m. until the next board meeting on July 11, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

July 11, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Janelle Lutgen

Guests present: Security Curt Gruver

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented a request for a waiver of entrance permit fees for 2 driveway permits from Inspiration Stables due to being a nonprofit organization.

Motion Flagel, second Schwenker to deny the request on waiving of the entrance permit fees to Inspiration Stables as presented. Aye: Schwenker, Steines, Flagel

Kinney requested a date for a public hearing to vacate excess right-of-way along 22<sup>nd</sup> St by AgVantage in section 30 of Maquoketa Township.

Motion Schwenker, second Flagel to set the public hearing date of August 1, 2023 at 9:00 a.m. for the vacation of excess right-of-way along 22<sup>nd</sup> St as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a Secondary Road Department ditch cleaning policy.

Motion Schwenker, second Flagel to have the County Attorney review the ditch cleaning policy and return to the Board with a recommendation as presented. Aye: Schwenker, Steines, Flagel

Kinney updated the Board on Secondary Roads Department projects.

Auditor Alisa Smith presented and opened the bids for the Solar Array project at the Jackson County Law Enforcement Center. Bids were received from ECG Solar for \$115,917.20 and Midwest Solar bid \$108,135.00. No action was taken today with bids being reviewed and possible awarding next week.

Human Resource Director Becki Chapin updated the Board on personnel matters. The Emergency Medical Service Coordinator has been advertised and a conditional offer of employment has been made to a candidate with the annual salary at \$53,500.00 and after a successful 90-day probation review the salary will increase to \$54,000.00.

Motion Schwenker, second Flagel to approve the conditional offer to Candidate "A" for the EMS Coordinator position at a starting salary of \$53,500.00 with an increase to \$54,000 as a successful 90-day review as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the pay rate for the Veterans Affairs Administrator position from \$45,657.90 effective July 1, 2023 and increasing to \$50,731.00 effective December 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the pay rate for the Veteran Affairs Assistant at \$24.81 per hour effective July 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to correct and approve the pay rate for Corrections Officer Doug Said at \$22.99 per hour effective July 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to correct and approve the pay rate for Pam True at \$12.50 per hour as set by the Jackson County Conservation Board effective July 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Recorder Arlene Schauf presented the monthly June, 2023 report, FY2023 Fiscal-Year-End Report and the Iowa Land Record annual report.

Motion Flagel, second Schwenker to accept, place on file and authorize the Chair signature on the County Recorder's Report of Fees collected for the month of June, 2023 in the amount of \$45,296.38 and from July 1, 2022 through June 30, 2023 in the amount of \$527,744.29 as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrative Assistant Ruth Eltrich discussed nuisance violations extensions for Kurt Bischoff at 22838 W Circle Dr, Jeff Hartman at 23311 Lake Shore Dr, and Gregory Cashman at 10100 Rock Dr.

Motion Flagel, second Schwenker to grant Jeff Hartman a 30-day extension until August 1, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to deny the request from Gregory Cashman for an extension of the nuisance violation as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to deny the request from Kurt Bischoff for a one-year extension on his property as presented. Aye: Schwenker, Steines, Flagel

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the June 30, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$707,733.32 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept and place on file the reappointment of Peggy McMurray as the representative for the Auditor on the Compensation Board effective July 1, 2023 through June 30, 2027 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$17,004.37 to Midwest Construction Consultants; \$1,825.00 to Chosen Valley Testing, Inc; \$180,604.50 to Bill Bruce Builders; \$12,349.90 to Kraus Plumbing & Heating; \$53,870.70 to Geisler Brothers; \$71,250.00 to Rock River Electric, Inc; \$120.00 to Tri-State Porta Potty, Inc; and \$1,177.26 to Republic Services for a total of \$338,201.73 of which \$55,975.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending June 30, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$6,919.46 to Midwest Construction Consultants; \$565.00 to Chosen Valley Testing, Inc; \$67,896.03 to Peak Construction; \$4,845.00 to Hometown Plumbing & Heating; \$29,482.32 to Stickley Electric; \$120.00 to Tri-State Porta Potty, Inc; \$728.16 to Bellevue Sand & Gravel; \$29,772.88 to Joel Wood Plumbing & Construction, LLC; \$1,869.00 to Hayes Family Farms; \$309.60 to Republic Services for a total cost of \$142,507.45 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension --- 4-H Outreach Center for the month ending June 30, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize Chair signature on the Mississippi Valley Workforce Chief Elected Official Shared Liability Agreement as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize Chair signature on the letter of support to United States Department of Transportation Safe Streets & Roads for All for the City of Maquoketa as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the reappointment of John Manson and Mike Burke to the Jackson County Planning & Zoning Commission each for a 5-year term until April 16, 2028 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a firework permit to Boyd Davis at 14566 100<sup>th</sup> St, Maquoketa on July 22, 2023 with a rain date of July 29, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 10:37 a.m. until the next board meeting on July 18, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

July 18, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Janelle Lutgen

Guests present: Security Joel Driscoll

Engineer Todd Kinney presented and recommended approval of right-of-way contracts for the 184<sup>th</sup> Ave bridge project from Ralph Saunders and Dale and Nancy Kilburg.

Motion Schwenker, second Flagel to approve the right-of-way contracts from Ralph Saunders and Dale & Nancy Kilburg for the 184<sup>th</sup> Ave bridge project as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of two right-of-way utility permits from Maquoketa Valley Electric in section 27 of Butler Township to bore a 3-phase electrical service for grain bins under the road at 5571 234<sup>th</sup> St, Bernard and in section 26 of Farmers Creek Township to trench across the road to feed power to 17548 134<sup>th</sup> St, Maquoketa.

Motion Flagel, second Schwenker to approve two right-of-way utility permits to Maquoketa Valley Electric as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of two business entrance permits in section 31 of Prairie Springs Township from Inspiration Stables, Inc on the south side of 317<sup>th</sup> St, LaMotte.

Motion Flagel, second Schwenker to approve two business entrance permits to Inspiration Stables, Inc as presented. Aye: Schwenker, Steines, Flagel

Kinney presented a temporary construction easement between Jackson County and David W Martin to clean out a culvert on 226<sup>th</sup> St in section 28 of Otter Creek Township.

Motion Schwenker, second Flagel to approve the temporary construction easement with David W Martin to clean out a culvert and extension as presented. Aye: Schwenker, Steines, Flagel

Chief Deputy Sheriff Jim Kraker presented a contract for Law Enforcement Services between Jackson County and the City of Miles. The City of Miles agrees to pay Jackson County the sum of \$65.00 per hour for 40 hours per month plus an annual 10% Administrative Fee. The contract is effective August 15, 2023 and continues until August 15, 2025 unless terminated in accordance with the provision for termination.

Motion Schwenker, second Flagel to approve the contract between Jackson County and the City as Miles as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the July 11, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$449,624.49 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept, place on file the Veterans Affairs Commission meeting minutes for the June 14, 2023 meeting as presented. Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Human Resource Director Becki Chapin who announced the job offer to Michael Sturm as the Emergency Medical Services Coordinator effective August 1, 2023.

Motion Flagel, second Schwenker to approve the hiring of Michael Sturm as the Emergency Medical Services Coordinator with an annual salary of \$53,500.00 effective August 1, 2023 and after a successful 90-day probation review a salary will increase to \$54,000.00 and authorize the Auditor's Office to issue bi-weekly paychecks as presented. Aye: Schwenker, Steines, Flagel

Veterans Affairs Director Brianna Kirk updated the Board on the department.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling who updated the Board on her department.

Jackson County Clean Energy District member Bruce Fischer and Auditor Smith discussed the two bids received and opened in the boardroom on July 18, 2023. Bids were received from ECG Solar and Midwest Solar with one being received after the deadline with no action being taken last week.

Motion Schwenker, second Flagel to reject the two bids received for the Solar Array project at the Jackson County Law Enforcement Center and to send out new requests for proposals with bids being received by 3:00 p.m. on August 7, 2023 and bid opening on August 8, 2023 at 9:30 a.m. in the boardroom with revisions as presented.  
Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Attorney John Kies and Zoning Administrator Lori Roling who discussed possible actions on nuisance violations and potential enforcement action if necessary, in the Leisure Lake Subdivision area.

Engineer Kinney announced Brian Marburger was offered and accepted the Motor Grader Operator Position at the Springbrook Shop.

Motion Flagel, second Schwenker to approve the hiring of Brian Marburger as the Motor Grader Operator and authorize the Auditor's Office to issue bi-weekly paychecks starting July 31, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Coordinator of Disability Services Lynn Bopes and Committee Member Jack Willey discussed the Eastern Iowa Mental Health and Disability Services Governing meeting they attended on July 17, 2023.

Motion Flagel, second Schwenker to adjourn the meeting at 10:41 a.m. until the next board meeting on July 25, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

July 25, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Sheriff Brent Kilburg, Jail Administrator Andrew Long

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel presented and recommended Chair signature on the FY 2024 Rural County Transportation Program Agreements (RCTP) as recommended from the Regional Planning Association 8 (RPA 8) with the City of Andrew awarded \$25,000, City of Monmouth awarded \$25,000.00 and the City of Springbrook awarded \$3,119.00.

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the RCTP agreements as presented.  
Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the July 18, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich to discuss possible enforcement actions on alleged nuisance violations in the Leisure Lake Subdivision with Chris Allen at 23507 Lake Shore Dr, Bernard and Kurt Bischoff at 22838 W Circle Dr, Bernard.



Motion Schwenker, second Flagel to give a 30-day extension for the nuisance violation to Chris Allen at 23507 Lake Shore Dr, Bernard as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to give a 30-day extension for the nuisance violation to Kurt Bischoff at 22838 W Circle Dr, Bernard as presented. Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Conservation Director Nate Jones who updated the Board on his department.

Health Administrator Elizabeth Townsend updated the Board on her department.

John Hansen, Jr from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center. No decision was made today for the potential expansion of the Law Enforcement Center to add approximately 24 additional bids.

Assistant Engineer Jayden Scheckel confirmed they have not received the paperwork from the City of Baldwin for the RCTP.

Motion Schwenker, second Flagel to adjourn the meeting at 11:44 a.m. until the next board meeting on August 1, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

August 1, 2023

Present: Supervisors: Nin Flagel (via Zoom), Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Janelle Lutgen

Guests present: Security Joel Driscoll, Sheriff Brent Kilburg, Jail Administrator Andrew Long

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Chair Steines opened the public hearing on the proposed vacation of a portion of 22<sup>nd</sup> St, Maquoketa.

Assistant Engineer Jayden Scheckel presented and recommended Resolution #982-08-01-2023 to vacate a portion of 22<sup>nd</sup> St in section 30 of Maquoketa Township. No comments for or against the vacation have been received.

Motion Schwenker, second Flagel to close the public hearing on the vacation of a portion of 22<sup>nd</sup> St. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #982-08-01-2023 to vacate a portion of 22<sup>nd</sup> St in section 30 of Maquoketa Township as recorded in Resolution Book 5, page 145 as presented. Aye: Schwenker, Steines, Flagel

Treasurer Beth Gerlach presented the Treasurer's Semi-Annual report from January 1, 2023 to June 30, 2023. The Treasurer's cash balance in all funds as of June 30, 2023 is \$20,819,249.38.

Motion Flagel, second Schwenker to accept and authorize publication of the County Treasurer's Semi-Annual report from January 1, 2023 to June 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Gerlach presented two quotes she received to replace the front counter and cabinets in her office. O'Meara Custom Products Inc quoted \$8,980.00 for the cabinets and countertops and Sheets Design Build quoted \$4,278.00 to install the cabinets and countertops.

Motion Schwenker, second Flagel to approve the quotes from O'Meara Custom Products Inc and Sheets Design Build as presented. Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Recess the meeting.

Reconvene the meeting with Zoning Administrator Lori Roling and Assistant Ruth Eltrich who discussed nuisance violations and possible enforcement actions. Ricky and Mary Billmeyer at 23706 E Circle Dr, Bernard have requested an extension due to unpaid fines that need to be resolved before they can license two vehicles. Al Cornish and Rita Burkhardt at 10101 Rock Dr, Bernard are requesting an extension to have an abandoned vehicle removed, the mobile home has not been abandoned and there's a possible sale of the property. Coy Bethel at 23905 Ridge Rd, Bernard is requesting a 30-day extension to clean up this property. Charles Huston at 22602 Oak St, Bernard is requesting a 30-day extension to clean up this property.

Motion Flagel, second Schwenker to grant a 30-day extension until August 31<sup>st</sup> to Ricky and Mary Billmeyer at 23706 E Circle Dr, Bernard as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to table action on an extension to Al Cornish and Rita Burkhardt at 10101 Rock Dr, Bernard as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to grant a 30-day extension until August 31<sup>st</sup> to Coy Bethel at 23905 Ridge Rd, Bernard as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to grant a 30-day extension until August 31<sup>st</sup> to Charles Huston at 22602 Oak St, Bernard as presented. Aye: Schwenker, Steines, Flagel

Roling presented and recommends approval of Resolution #983-08-01-2023 for the minor subdivision final plat of Pork Chop's Subdivision in section 25 of Fairfield Township. No comments for or against the proposed subdivision have been received.

Motion Flagel, second Schwenker to approve Resolution #983-08-01-2023 for the Pork Chop's Subdivision as recorded in Resolution Book 5, page 146 as presented. Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of Resolution #984-08-01-2023 for the assessment amounts to be levied against the landowners in the 308<sup>th</sup> St Secondary Road Assessment District as presented.

Motion Schwenker, second Flagel to approve Resolution #984-08-01-2023 for the assessments to be levied against the landowners in 308<sup>th</sup> St Secondary Road Assessment District as recorded in Resolution Book 5, pages 147 & 148 as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a temporary construction easement to repair/replace a culvert on 413<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the temporary construction easement on 413<sup>th</sup> Ave as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a right-of-way utility permit from Maquoketa Valley Electric Coop in section 7 of Fairfield Township to extend a new overhead line to a barn on the south side of the Iron Bridge Rd.

Motion Flagel, second Schwenker to approve a right-of-way utility permit to Maquoketa Valley Electric Coop as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a road ditching policy.

Motion Flagel, second Schwenker to approve the road ditching policy as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the July 25, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$955,233.36 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$17,063.57 to Midwest Construction Consultants; \$400.00 to Chosen Valley Testing, Inc; \$172,910.45 to Bill Bruce Builders; \$30,466.50 to Kraus Plumbing & Heating; \$15,221.85 to Geisler Brothers; \$38,000.00 to Rock River Electric, Inc; \$120.00 to Tri-State Porta Potty, Inc; and \$303.54 to Republic Services for a total of \$274,485.91 of which \$62,800.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending July 31, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$5,000.00 to SA Architects; \$7,378.08 to Midwest Construction Consultants; \$192,136.78 to Peak Construction; \$19,950.00 to Hometown Plumbing & Heating; \$15,846.95 to Crawford Company; \$14,060.01 to Stickley Electric Service, Inc; \$120.00 to Tri-State Porta Potty, Inc; \$8,345.00 to Till's Construction LC for a total cost of \$262,836.82 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending July 31, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve change order #2-1 to Stronghold Industries, Inc for \$40,180.00 for additions to security electronics, cameras and door frames as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve change order #3-2 to Kraus Plumbing & Heating for \$2,870.00 for underground plumbing camera, temporary city water meter service and water main connection as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Discussion on the expansion of the second story mezzanine at the Jackson County Law Enforcement Center which was alternate bid #1 and #2 on the original Law Enforcement Center bids.

Motion Schwenker, second Flagel to approve the jail expansion of the second story mezzanine at the Law Enforcement Center for an additional 24 beds.

Aye: Schwenker, Flagel

Nay: Steines

Motion Schwenker, second Flagel to adjourn the meeting at 11:00 a.m. until the next board meeting on August 8, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

August 8, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Janelle Lutgen, Data Specialist Jeanie Manning, Jail Administrator Andrew Long

Guests present: Security Joel Driscoll, Ben Bennett

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a request from Iowa State University to install a fish telemetry system on the bridge on Rockdale Rd.

Motion Flagel, second Schwenker to approve the request from Iowa State University to install a fish telemetry system on the bridge on Rockdale Rd as presented. Aye: Schwenker, Steines, Flagel

Kinney presented previously opened quotes from S2 Construction for \$96,462.61 and Eastern Iowa Excavating & Concrete for \$99,128.32 for the 33<sup>rd</sup> St culvert replacement in sections 24 & 25 of Van Buren Township. Kinney recommends awarding the quote to S2 Construction.

Motion Schwenker, second Flagel to approve the quote and authorize Chair signature to S2 Constructions for \$96,462.61 for the 33<sup>rd</sup> St culvert replacement as presented. Aye: Schwenker, Steines, Flagel

Kinney presented previously opened quotes from River City Paving for \$89,342.13 and Manatt's Inc for \$98,777.15 for the 33<sup>rd</sup> St HMA resurfacing in sections 23 & 26 of South Fork Township. Kinney recommends awarding the quote to River City Paving.

Motion Schwenker, second Flagel to approve the quote and authorize Chair signature to River City Paving for \$89,342.13 for the 33<sup>rd</sup> St HMA resurfacing as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a Class "E" farm entrance permit from Eugene McDevitt in section 8 of Maquoketa Township on the north side of Rockdale Rd.

Motion Flagel, second Schwenker to approve the farm entrance permit to Eugene McDevitt as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of Traffic Safety Improvement Program (TSIP) applications through the Iowa Department of Transportation (IDOT) for destination lights at road intersections.

Motion Flagel, second Schwenker to approve the Chair signature on the applications for the TSIP for destination lights at road intersections as presented. Aye: Schwenker, Steines, Flagel

ECIA Community & Economic Development Director Matt Specht presented a Jackson County Revolving Loan Fund request (RLF) from Midwest Legacy Beef, LLC for a \$250,000.00 loan for 10 years at 6% interest.

Motion Schwenker, second Flagel to approve the loan request from Midwest Legacy Beef, LLC as recommended by the Jackson County Revolving Loan Committee as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Chair and Auditor signatures on the transfer agreement from the Revolving Loan Fund for \$250,000.00 to Midwest Legacy Beef as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the August 1, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept and authorize the Chair signature on the County Recorders Report of Fees collected for the month of July, 2023 in the amount of \$53,201.64 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize the expenditure of \$3,745.00 for training materials and facilitator training in the Bellevue Community School District and the Maquoketa Community School District from the Opioid Settlement Fund as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize the expenditure of \$2,282.37 to purchase needle resistant search and duty gloves for both certified law enforcement officers and detention officers in the Jackson County Sheriff's Office, Jackson County Jail, Jackson County Conservation and the Police Departments of Bellevue, Maquoketa, Preston, and Sabula from the Opioid Settlement Fund as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize the request from the Opioid Settlement Funds for the reimbursement of \$300.00 for 4 boxes of Naloxone to local pharmacies to distribute as needed as presented. Aye: Schwenker, Steines, Flagel

Auditor Smith opened the bids for the Law Enforcement Center Solar Array Project. Bids were received from Blue Sky Solar/AG Electric for a 41kW system for \$81,689.92 less the 30% Federal payment of \$24,506.97, ECG Solar for a 39.96 kW system for \$84,679.00 less the 30% Federal payment of \$25,403.70 and Midwest Solar Installers for a 40.48kW system for \$107,272.00 less the 30% Federal payment of \$32,181.60.

Motion Flagel, second Schwenker to review the bids and make a recommendation at the board meeting next week as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Zoning Administrator Lori Roling and Assistant Ruth Eltrich discussed the Jackson County Comprehensive Plan.

Roling and Eltrich discussed the alleged nuisance violations and possible enforcement action on property owned by Al Cornish and Rita Burkhardt at 10101 Rock Dr, Bernard; Lisa Dalsing & Don Ahlers with several lots in Leisure Lake; David Klauer at 22408 Spruce St, Bernard, Jeff Hartman at 23311 Lake Shore Dr and Ben Bennett who has 6 properties in Leisure Lake.

Motion Schwenker, second Flagel to grant an extension until September 30, 2023 for 5 properties owned by Ben Bennett as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to grant an extension until September 30, 2023 to Al Cornish and Rita Burkhardt with an agreement that whoever owns this property it must be cleaned up by September 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to grant an extension until September 30, 2023 to Lisa Dalsing & Don Ahlers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to grant an extension until September 30, 2023 to David Klauer as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to grant an extension until September 30, 2023 to Jeff Hartman as presented. Aye: Schwenker, Steines, Flagel

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center.

Motion Schwenker, second Flagel to adjourn the meeting at 10:42 a.m. until the next board meeting on August 15, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

August 15, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Janelle Lutgen

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a utility permit from Maquoketa Valley Electric Coop in section 1 of Richland Township to install an underground fiber optic cable to 28838 Mill Creek Rd, Bellevue.

Motion Flagel, second Schwenker to approve the utility permit to Maquoketa Valley Electric Coop as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a utility permit from BLB Communications in section 23 of South Fork Township and section 30 of Maquoketa Township to install fiber optic cable along 173<sup>rd</sup> Ave, 37<sup>th</sup> St, 43<sup>rd</sup> St and 22<sup>nd</sup> St.

Motion Schwenker, second Flagel to approve the utility permit to BLB Communications as presented. Aye: Schwenker, Steines, Flagel

Kinney discussed a proposed access road off 395<sup>th</sup> Ave, Bellevue connecting to the Smiths Ferry Rd. Canadian Pacific Kansas City (CPKC) Railroad is requesting the County to take responsibility and ownership of the proposed access road/crossing after completion of the project.

Motion Flagel, second Schwenker to deny the request from CPKC for Jackson County to take responsibility and ownership of the proposed access road/crossing from 395<sup>th</sup> Ave to Smiths Ferry Rd as presented.  
Aye: Schwenker, Steines, Flagel

Kinney discussed a letter written to a property owner on 216<sup>th</sup> St in Bellevue Township concerning a fence obstruction in the right-of-way of a county road.

Motion Flagel, second Schwenker to approve the Chair signature on the letter to the property owner on 216<sup>th</sup> St, Bellevue to remove the fence obstruction in the right-of-way by September 15, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Sarah Wright from Area Substance Abuse Council (ASAC) discussed the Bellevue Students Against Destructive Decisions (SADD) who attended a conference in July in Fort Worth, Texas which was attended by 7 youth and 3 adults.

Veterans Affairs Administrator Brianna Kirk updated the Board on her department.

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Bids were opened last week for the Jackson County Law Enforcement Solar Array project. The apparent low bid was from Blue Sky Solar/AG Electric with a net bid of \$57,182.95.

Motion Schwenker, second Flagel to award the bid for the solar array at the Jackson County Law Center to Blue Sky Solar/AG Electric with a net bid of \$57,182.95 as presented.  
Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling updated the Board on her department.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the August 8, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$679,411.94 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept and place on file the Veterans Affairs Commission meeting minutes for the July 12, 2023 meeting as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to rescind Resolution #979-06-27-2023 and approve Resolution #985-08-15-2023 authorizing Eastern Iowa Regional Utility Service Systems (EIRUSS) to issue a Sewer Revenue Bond Anticipation Project Note in the maximum amount of \$817,000.00 to finance the Droessler Subdivision Water Main Extension 2023 project as recorded in Resolution Book 5, pages 149 – 150 as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 10:19 a.m. until the next board meeting on August 22, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

August 22, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Joel Driscoll, Sheriff Brent Kilburg, Jail Administrator Andrew Long

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of two utility permits from LaMotte Telephone Co in section 18 of Prairie Springs Township to install underground fiber optic cable to 23252 Centerville Rd and section 12 Bellevue Township to install fiber optic cable on Sieverding Ridge Rd for a new housing subdivision.

Motion Flagel, second Schwenker to approve two utility permits to LaMotte Telephone Co as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of Resolution #986-08-22-2023 to amend the Secondary Road Construction Program and Budget.

Motion Schwenker, second Flagel to approve Resolution #986-08-22-2023 to amend the Secondary Road Construction Program and Budget as recorded in Resolution Book 5, page 151 as presented.  
Aye: Schwenker, Steines, Flagel

Human Resource Director Becki Chapin presented the 28E Agreement with Clinton County for a shared County Engineer position. The 28E Agreement is effective September 1, 2023 through August 31, 2024.

Motion Schwenker, second Flagel to approve the Chair signature on the 28E Agreement with Clinton County for a shared County Engineer position as presented.  
Aye: Schwenker, Steines, Flagel

Chapin introduced the new Emergency Medical Service Coordinator Michael Sturm.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the August 15, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #987-08-22-2023 to disburse \$66,195.98 in federal flood control revenues collected from leased property along the Mississippi River as recorded in Resolution Book 5, page 152 as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve Chair signature on the application for a Rural Child Care Market Grant being submitted by Jackson County Economic Alliance with a goal of improving childcare challenges in Jackson County as presented.  
Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with John Hansen, Jr and Jeremy Oden from Midwest Construction Consultants who updated the Board on the progress of the Jackson County Law Enforcement Center.

Exit Auditor Smith and enter Deputy Auditor Shelley Hoye.

Coordinator of Community Services Lynn Bopes and MHDS member Jack Willey updated the Board on the Regional Mental Health meeting held on August 21, 2023. The June 30, 2023 MHDS fund balance is at 56%. The State of Iowa will reduce the amount of money being reimbursed to the Region due to not having certain services available. The Memorandum of Understanding approved agreement with the East Central Region including Linn Co will provide special services. An additional agreement will provide services from the Abbe Center for difficult clients.

Motion Schwenker, second Flagel to adjourn the meeting at 10:23 a.m. until the next board meeting on August 29, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

August 29, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the August 22, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Chair initializing the Solar Construction Contract between Jackson County and Blue Sky Solar Co for the solar array project at the Jackson County Law Enforcement Center as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$729,371.15 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #988-08-29-2023 approving support to the Home Base Iowa Initiative and declaring Jackson County a Home Base Iowa County as recorded in Resolution Book 5, page 153 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Maintenance Supervisor Marty Hudrlik who updated the Board on his department.

Conservation Director Nathan Jones updated the Board on his department.

Chief Deputy James Kraker presented and recommended rescinding Resolution #652-06-26-2018 and approving Resolution #989-08-29-2023 for contracted law enforcement services. The resolution will authorize the Jackson County Sheriff's Office to bill at a rate of \$75.00 per hour, shall compensate current Jackson County employees at one and one-half times the officer's normal rate of pay, shall compensate \$50.00 per hour to officers not currently employed by Jackson County and apply a 10% surcharge to any contracted organizations and municipalities.

Motion Schwenker, second Flagel to approve rescinding Resolution #652-06-26-2018 and approve Resolution #989-08-29-2023 for contracted law enforcement services as recorded in Resolution Book 5, page 154 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 10:28 a.m. until the next board meeting on September 5, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

September 5, 2023



Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Maquoketa City Manager Josh Boldt, Public Works Director Frank Ellenz

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a farm entrance permit in section 31 of Van Buren Township from Scott Adams on the east side of 400<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the farm entrance permit to Scott Adams as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented the 28E Agreement entering into a joint and mutual agreement for the sharing of an Assistant to the Engineer between Buchanan County and Jackson County. This agreement will automatically be renewed for successive one-year periods and continue on a year-to-year basis until terminated by both parties. Jackson County agrees to pay \$75.00 per hour to Buchanan County for the Assistant to the Engineer position with no more than 600 hours per fiscal year effective July 1, 2023.

Motion Schwenker, second Flagel to approve the 28E Agreement between Buchanan County and Jackson County for a shared Assistant to the Engineer as presented. Aye: Schwenker, Steines, Flagel

Kinney presented a position change/wage adjustment for David Neuman as the Inspector in the Secondary Roads Department. The Secondary Roads union has approved the request with Kinney recommending the position be titled as a Senior Engineering Technician with a salary of \$28.46 per hour effective September 4, 2023.

Motion Schwenker, second Flagel to approve the position change/wage adjustment of David Neuman to a Senior Engineering Technician position with a salary of \$28.46 per hour effective September 4, 2023 as presented. Aye: Schwenker, Steines, Flagel

Kinney presented a Memorandum of Understanding (MOU) between the City of Maquoketa and Jackson County for parking lot maintenance for the 2<sup>nd</sup> Street parking lot and Burlingame Park Parking Lot.

Motion Schwenker, second Flagel to approve the Chair and Auditor signatures on the Memorandum of Understanding between the City of Maquoketa and Jackson County as presented. Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne discussed an amendment to the 2023 ASAC contract until September 29, 2023. The additional budget request is \$1,249.00 for salary and fringe benefits and \$406.00 for travel costs for a total request of \$1,655.00.

Motion Schwenker, second Flagel to approve the amendment of the 2023 ASAC contract as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the August 29, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize Chair signature on the County Recorder's Report of Fees collected for the month of August, 2023 in the amount of \$41,900.77 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Jeremy Oden from Midwest Construction Consultants who updated the Board on the progress of the Law Enforcement Center.

Motion Schwenker, second Flagel to adjourn the meeting at 10:11 a.m. until the next board meeting on September 12, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

September 12, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Mike Sturm

Guests present: Security Officer Joel Driscoll, Don Bales

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a Class “D” residential entrance permit in section 2 of Van Buren Township from Cory Gamble on the west side of 484<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the Class “D” residential entrance permit to Cory Gamble as presented.

Aye: Schwenker, Steines, Flagel

Don Bales from 57182 17<sup>th</sup> St, Sabula discussed trees in the road right of way at the intersection of 17<sup>th</sup> St and 559<sup>th</sup> Ave. A family member had an accident last week and he feels the sight distance on the road is not adequate. Engineer Kinney said he would discuss this issue with the road crew and look at the road intersection for sight distance issues.

Drug Free Communities Project Coordinator Julia Furne and Chelsea Herber (via Zoom) from ASAC presented the 2024 contract between Jackson County and The Area Substance Abuse Council (ASAC). Jackson County is the applicant and fiscal agent for the Drug Free Communities Grant with ASAC being the contracted entity for the grant.

Motion Schwenker, second Flagel to approve the 2024 ASAC contract as presented.

Aye: Schwenker, Steines, Flagel

Jackson County Economic Alliance Director Kelley Brown and Assistant Director Ben Davison updated the Board.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the September 5, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor’s Office to issue warrants and the publication of the claims listing in the amount of \$609,769.01 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to invoices for \$7,287.47 to Midwest Construction Consultants, Inc; \$16,159.50 to Peak Construction; \$20,098.20 to Hometown Plumbing & Heating; \$26,600.00 to Crawford Company; \$14,724.99 to Stickley Electric; \$120.00 to Tri State Porta Potty; \$316.68 to Republic Services for a total cost of \$85,306.84 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending August 31, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Assistant Ruth Eltrich discussed alleged nuisance violations and possible enforcement actions.

Motion Flagel, second Schwenker to pursue nuisance violations for property owners in the Leisure Lake Subdivision who have been served and have done no cleanup as presented.

Aye: Schwenker, Steines, Flagel

Roling presented and recommended approval of Resolution #990-09-12-2023 approving the final plat of Rudd Addition in section 7 of South Fork Township.

Motion Schwenker, second Flagel to approve Resolution #990-09-12-2023 approving the final plat of Rudd Addition as presented. Aye: Schwenker, Steines, Flagel

Roling discussed the fees for Zoning Applications and updated the Board on the progress of the Comprehensive Plan and the status of the Wind Energy Conversion System draft.

Motion Schwenker, second Flagel to table a decision on the fees charged for Zoning Applications and Board of Adjustment costs as presented. Aye: Schwenker, Steines, Flagel

Human Resources Administrator Becki Chapin requested the reappointment of Richard Sherrard to the Civil Service Commission for a 6-year term starting on September 1, 2023 through August 31, 2029.

Motion Schwenker, second Flagel to reappoint Richard Sherrard to the Civil Service Commission for a 6-year term starting on September 1, 2023 through August 31, 2029 as presented. Aye: Schwenker, Steines, Flagel

Smith opened the bids for the flooring project at the Andrew Jackson Care Facility. Till's Flooring bid \$21,891.53, Feller Flooring bid \$20,572.10 and Schneider Flooring bid \$17,731.50.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve the contract with Groth Services LLC for the annual inspection of the wastewater treatment system at the Andrew Jackson Care Facility for \$1,490.00 effective September 6, 2023 through September 5, 2024 as presented. Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting after discussion on the opened bids for the flooring project at the Andrew Care Facility.

Motion Schwenker, second Flagel to approve the bid from Schneider Flooring for \$17,731.50. for the flooring project at the Andrew Jackson Care Facility as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to adjourn the meeting at 11:07 a.m. until the next board meeting on September 19, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

September 19, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guest present: Security Officer Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented a request from the Canadian Pacific Kansas City Railroad (CPKC) to have the county install two stop signs on the Green Island Road. Currently, crossbuck railroad signs with a yield sign are installed at both locations and CPKC is requesting stop signs. The consensus of the Board is to do the engineering study to warrant the need for the installation of both stop signs.

Kinney presented and recommended approval of a field entrance permit from Kevin Sterk in section 33 of Fairfield Township on the west side of 337<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the field entrance permit to Kevin Sterk as presented.  
Aye: Schwenker, Steines, Flagel

Kinney announced the retirement of Road Superintendent Roger Mueller effective January 19, 2023. Kinney requested to post the job description and salary internally and advertise externally.

Motion Flagel, second Schwenker to approve the internal posting and external advertising with a salary range of \$71,000.00 to \$81,000.00 for the Road Superintendent position until October 6, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Jackson County Area Tourism Association Director Tom Devine and Board Member Steve Tebbe updated the Board on tourism activities.

Veterans Affairs Administrator Brianna Kirk updated the Board.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the September 12, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Jackson County Voting System Security Policy dated 9-19-2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #991-09-19-2023 to disburse \$66,084.01 for fiscal year 2023 in Federal Revenues collected from leased properties along the Mississippi River as recorded in Resolution Book 5, page 156 as presented.  
Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Administrative Assistant Ruth Eltrich discussed the fee schedule for Zoning and Board of Adjustment applications. Roling requested a work session to discuss all fees associated with applications for Zoning and the Board of Adjustment.

Coordinator of Disability Services Lynn Bopes and Eastern Iowa Mental Health and Disability Services member Jack Willey discussed the September 18, 2023 meeting they attended.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Flagel, second Schwenker to adjourn the meeting at 10:25 a.m. until the next board meeting on September 26, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

September 26, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning, Lori

Guest present: Security Officer Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel presented the preliminary bridge design proposal for the MON 0138 Chenelworth Bridge on 82<sup>nd</sup> Ave. The Engineer's Office sought quotes from Origin Design of Dubuque and Calhoun Burns from Des Moines, and they are recommending Origin Design for the design of the bridge.

Motion Schwenker, second Flagel to approve the preliminary bridge design of the 82<sup>nd</sup> Ave bridge to Origin Design as presented.  
Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne requested \$910.00 for medication disposal bags and \$1,560.00 for Narcan storage containers from the Opioid Settlement funds. No approval of the request for funds was made today and will be considered at a future meeting.

Motion Schwenker, second Flagel to approve the application form for Opioid Settlement dollars as amended as presented.  
Aye: Schwenker, Steines, Flagel

Conservation Director Nathan Jones updated the Board on his department.

Maquoketa City Manager Josh Boldt discussed a new business coming to Maquoketa.

Maintenance Supervisor Marty Hudrlik updated the Board on his department.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the September 19, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$824,937.60 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to invoices for \$9,220.50 to Rick Weidner AIA; \$17,022.36 to Midwest Construction Consultants, Inc; \$1,057.50 to Chosen Valley; \$262,972.35 to Bill Bruce Builders; \$38,000.00 to Rock River Electric; \$380.00 to Tri State Porta Potty; \$18,963.00 to Gerardy Welding; \$25,484.59 to Midwest Storage Solutions; \$333.52 to Steines Electric; \$26,920.18 to SCI Solutions; \$853.56 to Republic Services for a total cost of \$401,207.56 - of this total \$122,637.59 will be paid from the American Rescue Fund (ARPA) and authorize the Chair signature on the project cost recap for the Jackson County Law Enforcement Center for the month ending August 31, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize Chair signature and approve change order #1-2 to Bill Bruce Builders, Inc for an additional \$238,546.06 to move a wall, complete the expansion and a control joint in the roof at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize Chair signature and approve change order #2-2 to Stronghold Industries, Inc for \$267,375.00 to complete the expansion project at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to authorize Chair signature and approve change order #4-1 to Geisler Brothers Company for \$5,822.00 to complete the expansion project at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to authorize Chair signature and approve change order #5-2 to Rock River Electric for \$66,056.00 to complete the expansion project at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize Chair signature and approve change order #6-1 to Midwest Automatic Fire Sprinkler for \$3,940.00 to complete the expansion at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to authorize Chair signature and approve change order to Midwest Construction Consultants for \$17,000.00 for construction management services to complete the expansion at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to authorize Chair signature and approve change order to Rick A Weidner, AIA for \$20,000.00 for architect's services to complete the expansion project at the LEC as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #992-09-26-2023 certifying delinquent Leisure Lake sewer assessments to the County Treasurer for property tax collection in the amount of \$4,438.60 as recorded in Resolution Book 5, page 157 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #993-09-26-2023 approving Jackson County Economic Alliance application to the Community Foundation of Jackson County for a childcare study as recorded in Resolution Book 5, page 158 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Chair signature on the Community Foundation of Greater Dubuque Non-501(c)(3) Fiscal Sponsorship Agreement as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling and Assistant Ruth Eltrich discussed a confidential questionnaire for county elected officials and department heads to fill out concerning the Jackson County Comprehensive Plan.

Motion Schwenker, second Flagel to approve sending a confidential questionnaire to elected officials and department heads for the Comprehensive Plan as presented. Aye: Schwenker, Steines, Flagel

A work session is scheduled next to discuss the fee structure for Zoning applications and Board of Adjustment applications. A final resolution for the fee structure will be presented at a future meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 11:30 a.m. until the next board meeting on October 3, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

October 3, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Historic Preservation Commission member Laura Carstens (via Zoom) discussed reducing the number of members from 12 to 7 due to not having a quorum at the meetings.

Motion Schwenker, second Flagel to approve amending Resolution #276-18-88 and amending Resolution #582-08-09-2011 and approving Resolution #994-10-03-2023 to change the number of members from 12 to 7 as recorded in Resolution Book 5, page 159 as presented. Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of a utility permit from Preston Telephone in section 22 of Van Buren Township to bore fiber optic under 45<sup>th</sup> St to a grain bin site.

Motion Flagel, second Schwenker to approve the utility permit to Preston Telephone as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a second farm entrance permit from Daniel Weaver in section 20 of Farmers Creek Township on the north side of 150<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the second entrance permit to Daniel Weaver as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a field entrance permit in section 6 of Perry Township from Lawrence Deppe on the north side of 180<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the field entrance permit to Lawrence Deppe as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a field entrance permit from Lawrence Deppe in section 33 of Richland Township on the east side of 250<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the field entrance permit to Lawrence Deppe as presented.  
Aye: Schwenker, Steines, Flagel

Kinney announced the resignation of Motor Grader Operator Kevin Koos effective October 11, 2023.

Motion Schwenker, second Flagel to accept the resignation of Motor Grader Operator Kevin Koos as presented.  
Aye: Schwenker, Steines, Flagel

Attorney John Kies discussed the railroad quiet zone in the Bellevue area. Kies contacted the attorney representing the railroad concerning the use of horns at the crossings and the possibility of creating a quiet zone. The problem from the railroad's standpoint is if the two roads are considered public or private. Greg and Carol Hammann discussed the issues with the railroad crossing and the constant blowing of the train horn when they pass through the area. The consensus of the Board is to have the road built to specifications and have the landowners in the area pay for the maintenance of the road.

Health Administrator Elizabeth Townsend updated the Board on her department.

Hawkeye Area Community Action Program, Inc (HACAP) CEO Jane Drapeaux and Outreach Coordinator Ronelle Clark updated the FY2023 services they have provided in Jackson County and discussed the building lease at the Head Start building. The Board agreed to a three-year lease, leaving the in-kind contribution the same and having a month-to-month lease until a new lease can be signed.

John Hansen, Jr from Midwest Construction Consultants updated the Board on the progress at the Jackson County Law Enforcement Center.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the September 29, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize the Chair signature on the County Recorder's Report of Fees collected for the month of September, 2023 in the amount of \$45,752.75 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$8,069.12 to Midwest Construction Consultants, Inc; \$80,536.25 to Peak Construction; \$16,292.50 to Hometown Plumbing & Heating; \$76,171.95 to Crawford Company; \$18,075.01 to Stickley Electric; \$18,591.50 to Midwest Auto Fire Sprinkler; \$240.00 to Tri State Porta Potty; \$20,105.23 to Schneider Flooring; \$772.75 to AT Disposal for a total cost of \$238,854.31 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending September 30, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve change order #3-1 to Crawford Heating & Cooling Company for a \$6,068.76 deduction for the dishwasher exhaust hood and to decrease the size of the makeup air unit at the Jackson County Fair & ISU Extension – 4-H Outreach Center as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to adjourn the meeting at 11:06 a.m. until the next board meeting on October 10, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

October 10, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Deputy Auditor Shelley Hoye; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Officer Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney discussed a maintenance request for a private road near the Canadian Pacific Kansas City (CPKC) railroad north of Bellevue. CPKC is creating a new structure with a minimum base and width with approximately 700 to 800 feet of guardrail. The residents would like a quiet zone created. CPKC would agree to a quiet zone if the County would agree to maintain the newly created road. The Board requested Kinney contact AE Com who is the company who designed the road and entrance, but the Board will not agree to a commitment until further review and discussion are had. Schwenker offered to go with Engineer Kinney to view the site and look for viable options. The consensus of the Board is to have representatives from the railroad meet at the proposed site to discuss all possible options.

A meeting on Thursday in Monmouth is to discuss the bridge design for the East Line Bridge and to decide what to do – rehabilitate the historical bridge, relocate the existing bridge, or destroy it. Schwenker says the residents in Monmouth do not want to pay to have it fixed. Kinney suggests and will communicate to the City to apply the \$25,000 which was awarded it them towards street maintenance. Otherwise, the money would go back to the DOT. The consensus of the Board is not interested in maintaining a “vacated” road.

Chairman of the Revolving Loan Committee Leo McGarry and ECIA Business Growth, Inc Coordinator Matt Specht presented and recommended approval of a \$77,400.00 loan for 7 years at 6.0% interest to Brandon & Heather Moore d/b/a Moore Local to purchase additional equipment and a larger pasteurizer and vat. Moore has the market for the additional product but not capability with current equipment. They will sell some of the smaller equipment to pay for this new equipment.

Motion Flagel, second Schwenker to approve the loan to Brandon & Heather Moore d/b/a/ Moore Local as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the Chair and Auditor signature on the transfer agreement between Jackson County, Iowa and ECIA Business Growth, Inc for the \$77,400.00 loan for 7 years at 6.0% interest to Brandon & Heather Moore d/b/a Moore Local as presented. Aye: Schwenker, Steines, Flagel

Together We Build (TWB) has requested a \$300,000.00 loan from the Revolving Loan Fund (RLF) with Specht returning to the Board with the transfer agreement later.

Deputy Auditor Shelley Hoye presented county business.

Motion Flagel, second Schwenker to approve the minutes of the October 3, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor’s Office to issue warrants and the publication of the claims listing in the amount of \$871,386.93 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve a 5-day Special Class “C” Retail Alcohol License with outdoor service to St Patrick Church, 28914 46<sup>th</sup> Ave, Bernard effective October 26, 2023 through October 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to authorize Chair signature and approve change order #3-3 to Kraus Plumbing & Heating for an additional \$97,930.00 to complete the expansion project at the Law Enforcement Center as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

No decisions were made on the Pine Valley agreement and the Heart Start building lease.



Zoning Administrator Lori Roling discussed the Comprehensive Plan, and the first steering committee meeting is tonight. Supervisors will not be in attendance to not inhibit interactions. The first public input meeting is October 23, 2023 from 4-6 p.m. Steines will announce that meeting on KMAQ. The Commission will meet next week for a draft session. ECIA will review the Land Use Policy.

Roling presented and recommends approval of Resolution #995-10-10-2023 to adjust the fees charged by the Zoning Office for various zoning actions effective December 1, 2023. Last time fees were adjusted was in 2014.

Motion Schwenker second Flagel to approve Resolution #995-10-10-2023 to adjust the fees charged by the Zoning Office effective December 1, 2023 as recorded in Resolution Book 5, page 160 as presented.

Aye: Schwenker, Steines, Flagel

Maintenance Supervisor Marty Hudrlik updated the Board on activities in his department. Jarod Manning from Imagine The Possibilities received the bids for a new commercial washing machine at the Andrew Jackson Care Facility. Appliance Solutions bid \$1,234.99 and Dr. Appliance bid \$1,329.00, both with a five-year warranty and delivery included. The Board suggested going with the most immediate delivery availability. Hudrlik will confer with Becki Chapin to order new blinds for offices in the Courthouse. The Maintenance Department will remove a couple of trees at the Care Facility. A wide door will need to be installed at the shed at the Care Facility to be able to move equipment in and out.

The Communication Board strongly suggested the 911 communication center should be a county-run operation. Steines said it was decided a while ago to leave it as a city-run operation.

Flagel suggested all informational handouts be sent sooner so they can review the information ahead of the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 10:13 a.m. until the next board meeting on October 17, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Shelley Hoye, Deputy Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

October 17, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended Board signatures on the project title sheet for project FM-CO49(91)—55-49 for the 250<sup>th</sup> Ave (Y61) HMA overlay.

Motion Schwenker, second Flagel to approve Board signatures on the project title sheet for FM-CO49(91)—55-49 for the 250<sup>th</sup> Ave (Y61) HMA overlay as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the October 10, 2023 Board proceeding as written by Deputy Auditor Hoye and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a Class “B” Retail Alcohol license to TADA Meats, LLC at 18066 Hwy 64, Maquoketa effective December 14, 2023 through December 13, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$18,067.02 to Midwest Construction Consultants, Inc; \$235,694.43 to Bill Bruce Builders; \$28,500.00 to Kraus Plumbing & Heating; \$175,548.60 to Geisler Brothers; \$187,885.30 to Rock River Electric, Inc; \$89,110.00 to Midwest Auto Fire Sprinkler; \$480.00 to Tri State Porta Potty, Inc; \$34,234.50 to Klocke Excavating; \$13,518.00 to Scheckel Seeding; and \$1,224.10 to AT Disposal for a total of \$784,261.95 of which \$570,184.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending September 30, 2023 as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling updated the Board on her department and discussed the alleged nuisance violations and possible enforcement actions for property in Leisure Lake.

Motion Flagel, second Schwenker to approve an extension to Don Ahlers and Lisa Dalsing until November 30, 2023 for several properties located in the Leisure Lake subdivision as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Coordinator of Disability Services Lynn Bopes and Committee Member Jack Willey who discussed the Eastern Iowa Mental Health and Disability Services Governing Board meeting they attended on October 16, 2023.

John Hansen from Midwest Construction Consultants updated the Board on the progress of the Law Enforcement Center.

Recess the meeting.

Reconvene the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 10:34 a.m. until the next board meeting on October 24, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

October 24, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Officer Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a utility permit from Maquoketa Valley Electric Coop in section 34 of Bellevue Township for a new overhead line extension on 375<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the utility permit to Maquoketa Valley Electric Coop as presented.

Aye: Schwenker, Steines, Flagel

Kinney and Human Resource Director Becki Chapin presented and recommended Rick Kilburg be hired as the Road Superintendent position effective November 1, 2023.

Motion Schwenker, second Flagel to approve the hiring of Rick Kilburg as the Road Superintendent effective November 1, 2023 with an annual salary of \$78,000.00 and after a 6-month probation the salary will increase to \$80,000.00 as presented.

Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne presented two requests for funds from the Opioid Settlement Fund from Hospice of Jackson County for \$910.00 for 200 Detera Drug Disposal Bags and from Jackson County Law Enforcement for \$860.00 for 17 Pelican boxes to store the drug Narcan in.

Motion Schwenker, second Flagel to approve the request from Hospice of Jackson County for \$910.00 for 200 Detera Drug Disposal Bags as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to table the request from Jackson County Law Enforcement for 17 Pelican boxes to store the drug Narcan in as presented. Aye: Schwenker, Steines, Flagel

Veterans Affairs Administrator Brianna Kirk updated the Board on her department.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the October 17, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Auditor’s Office to issue warrants and the publication of the claims listing in the amount of \$1,271,352.26 as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept and place on file the Veterans Affairs Commission meeting minutes of the August 9, 2023 meeting as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Weed Commissioner Jeannie Collins-Heer updated the Board on her department and presented the 2023 Annual Weed Commissioner’s report for review.

Motion Schwenker, second Flagel to approve and authorize the Chair signature on the 2023 Weed Commissioner Report as presented.

Aye: Schwenker, Steines, Flagel

Conservation Director Nathan Jones updated the Board on his department.

Maintenance Supervisor Marty Hudrlik updated the Board on his department. Auditor Smith opened two quotes for a sidewalk project at the Jackson County Senior Center from Casel Construction for a six-inch depth pour for \$1,000.00 and TM Flatwork for a four-inch depth pour for \$1,008.00.

Motion Schwenker, second Flagel to approve the quote from Casel Construction for a six-inch depth pour for \$1,000.00 as presented.

Aye: Schwenker, Steines, Flagel

Sheriff Brent Kilburg updated the Board on his department. He announced the resignation of Deputy Chad Gruver as he has accepted the position as the Preston City Police Chief.

Motion Schwenker, second Flagel to adjourn the meeting at 10:32 a.m. until the next board meeting on October 31, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

October 31, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented Resolution #996-10-31-2023 to set the public hearing for the vacation of a right-of-way in section 28 of Maquoketa Township at 9:00 a.m. on November 14, 2023.

Motion Flagel, second Schwenker to approve Resolution #996-10-31-2023 setting the time of 9:00 a.m. on November 14, 2023 for the public hearing on the vacation of a right-of-way in section 28 of Maquoketa Township as recorded in Resolution Book 5, page 161 as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the October 24, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a handwritten warrant to InVeris Training Solution for \$77,100.00 for a lost check which has been voided and needs to be reissued as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Chair signature on the amended solar contract to Blue Sky Solar Co as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve Chair signature on the letter of support for Inspiration Stables' Application for the Strengthening Communities Grant as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling discussed rescinding Resolution #995-10-10-2023 and approving Resolution #997-10-31-2023 to change the fees for Zoning applications.

Motion Schwenker, second Flagel to approve rescinding Resolution #995-10-10-2023 and approving Resolution #997-10-31-2023 to change the fees for Zoning applications effective December 1, 2023 as recorded in Resolution Book 5, page 162 as presented.

Aye: Schwenker, Steines, Flagel

Roling discussed issues and sending a courtesy letter to property owners in Green Island to maintain their properties. The consensus of the Board was to agree for Roling sending letters to all property owners in the unincorporated town of Green Island to clean up their respective properties.

Recess the meeting.

Reconvene the meeting with Chief Deputy Jim Kraker who discussed patrol services for small cities in Jackson County not currently being covered by municipal law enforcement.

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress at the Jackson County Law Enforcement Center.

Motion Schwenker, second Flagel to adjourn the meeting at 10:14 a.m. until the next board meeting on November 7, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

November 7, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Data Specialist Jeanie Manning

Guests present: Security Officer Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Director of Human Resources Becki Chapin presented and recommended hiring Jeffrey Kilburg as the Facilities Maintenance Manager with an effective hire date of November 30, 2023.

Motion Flagel, second Schwenker to approve the hiring Jeff Kilburg as the Facilities Maintenance Manager with an effective hire date of November 30, 2023, an annual salary of \$65,000.00 and authorize the Auditor's Office to issue bi-weekly paychecks as presented. Aye: Schwenker, Flagel  
Abstain: Steines

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the October 31, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$425,978.96 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize the Chair signature on the County Recorder's Report of Fees collected for the month of October, 2023 in the amount of \$46,414.89 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve a Special Class "C" Retail Native Wine License with living quarters and outdoor service to Iowa Grape Vines Winery, LLC at 18345 55<sup>th</sup> St, Maquoketa effective November 15, 2023 through November 14, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a Class "C" Retail Alcohol License to Alfred's Bar & Grill at Leisure Lake, LLC at 21701 Hill Dr, Bernard effective November 1, 2023 through October 31, 2024 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the publication of the Fiscal Year 2023 Jackson County Annual Financial Report in the County's official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve setting a public hearing date for a Fiscal Year Budget Amendment on November 28, 2023 at 10:00 a.m. as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel as amended to approve invoices for \$18,543.94 to Midwest Construction Consultants, Inc; \$136,771.35 to Bill Bruce Builders; \$47,500.00 to Stronghold Industries; \$15,709.20 to Kraus Plumbing & Heating; \$44,650.00 to Rock River Electric; \$240.00 to Tri State Porta Potty; \$420.00 to AT Disposal for a total of \$263,834.49 of which \$125,891.00 was paid from the American Rescue Funds (ARPA) and authorize the Chair signature on the project cost recap for the Jackson County Law Enforcement Center for the month ending October 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve invoices for \$4,000.00 to SA Architects; \$8,533.48 to Midwest Construction Consultants, Inc; \$20.33 to Chem Right Laboratories, Inc; \$156,398.00 to Peak Construction; \$13,205.00 to Hometown Plumbing & Heating; \$52,855.15 to Crawford Company; \$12,039.99 to Stickley Electric; \$12,853.50 to Midwest Auto Fire Sprinkler; \$120.00 to Tri State Porta Potty; \$8,016.00 to KE Flatwork Inc; \$16,733.53 to Schneider Flooring; \$375.00 to AT Disposal for a total cost of \$285,149.98 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending October 31, 2023 as presented. Aye: Schwenker, Steines, Flagel

John Hansen, Jr from Midwest Construction Consultants updated the Board on the progress at the Jackson County Law Enforcement Center.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to reschedule the start time of the December 5, 2023 Supervisors meeting to 8:30 a.m. in the boardroom at the courthouse in Maquoketa as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 9:36 a.m. until the next board meeting on November 14, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

November 14, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Randy and Kathryn Shanahan

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Chair Steines opened the public hearing on the vacation of a right-of-way in section 28 of Maquoketa Township.

Randy and Kathryn Shanahan are the adjoining landowners to the north and requested the right-of-way be vacated.

Motion Schwenker, second Flagel to close the public hearing on the vacation of the right-of-way in section 28 of Maquoketa Township as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to table action on vacating the right-of-way in section 28 of Maquoketa Township until more information can be obtained as presented. Aye: Schwenker, Steines, Flagel

Engineer Todd Kinney presented and recommended approval of a utility permit from Lumen/CenturyLink in section 36 of South Fork Township to move a line for bridge replacement on 184<sup>th</sup> Ave.

Motion Schwenker, second Flagel to approve the utility permit to Lumen/CenturyLink in section 36 of South Fork Township as presented. Aye: Schwenker, Steines, Flagel

Kinney discussed the organization and personnel responsibility at the Maquoketa Shop.

Motion Flagel, second Schwenker to approve the posting of a mechanics position at the Maquoketa Shop and not the parts and inventory position as presented. Aye: Schwenker, Steines, Flagel

Drug Free Communities Project Coordinator Julia Furne submitted a request from United Church of Christ in Maquoketa for \$50.00 per month for mobile Medication Assisted Treatment (MAT) services. The Board did not deny the request but agreed to review the request after the winter months to see how often this service was used.

Attorney John Kies updated the Board on the lease for the Head Start building with HACAP and the lease for the Andrew Jackson Care Facility with Imagine The Possibilities.

Zoning Administrator Lori Roling discussed a possible nuisance violation on 150<sup>th</sup> Ave, Maquoketa with potential enforcement options. The consensus of the Board directed Roling to send notice to the property owner to cure the nuisance of the property.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve fireworks permit to Tom Yearwood at 24103 Hwy 64, Maquoketa on December 31, 2023 at 10:00 p.m. as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the November 7, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to accept and place on file the Veterans Affairs Commission meeting minutes for the October 18, 2023 meeting as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #997-11-14-2023 for an operating transfer from the General Fund #01000 to the Secondary Road Fund #20000 for \$50,000.00 effective November 14, 2023 as recorded in Resolution Book 5, page 163 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #998-11-14-2023 for an operating transfer from the Rural Services Fund #11000 to the Secondary Road Fun #20000 for \$675,000.00 effective November 14, 2023 as recorded in Resolution Book 5, page 164 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to authorize the Board as Canvassers to certify and authorize Board signatures on the true and correct abstracts of votes cast in Jackson County at the November 7, 2023 City/School Election as shown by the official abstract and further authorize the Chair signature on the Certificates of Election and authorize Auditor Smith to forward the abstracts and certificates as presented. Aye: Schwenker, Steines, Fla

Motion Schwenker, second Flagel to adjourn the meeting at 10:21 a.m. until the next board meeting on November 21, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

November 21, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present: Security Guard Joel Driscoll

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Human Resource Director Becki Chapin opened and presented the Teamsters Local Union No 120 Initial Bargaining Proposal. The Initial Bargaining Proposal is proposing all employees must have an active telephone and must keep the county informed of any changes to their phone numbers or addresses; change 2 hours of call-in pay to 3 hours of call-in pay; delete the pay rate for new employees; delete the new employee pay increments; duration of the contract from July 1, 2024 and include June 30, 2027; effective July 1, 2024 increase hourly wages 15% plus a \$3.00 per hour Market Rate Adjustment; effective July 1, 2025 increase hourly wages 15%; effective July 1, 2026 increase hourly wages 15%; add an additional \$0.30 per hour to Equipment Operator II position on top of the general increase; increase safety allowance \$200.00 to \$400.00; add a 25-day step vacation progression; increase all steps by \$0.10 for longevity; and add a cost of living increase. The Board made no decision today on the proposal.

Engineer Todd Kinney presented and recommended approval of a Class “D” residential entrance permit from Justin Nelson in section 23 of South Fork Township on the north side of 347<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the residential entrance permit to Justin Nelson as presented. Aye: Schwenker, Steines, Flagel

Kinney presented bids which were opened and read on November 16, 2023 at 2:00 p.m. for a 4 x 4 Extended Cap Pickup truck. Rotman Motor Co bid \$44,678.00 for a GMC truck and Brad Deery Motor bid \$48,197.00 for a Ford truck with Kinney recommending the bid from Rotman Motor Co be accepted.

Motion Schwenker, second Flagel to approve the bid from Rotman Motor Co for a 4 x 4 Extended Cab Pickup truck as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the November 14, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor’s Office to issue warrants and the publication of the claims listing in the amount of \$158,939.25 as presented.

Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Conservation Director Nathan Jones discussed a management agreement between Jackson County and the Iowa Department of Natural Resources for a 26-acre parcel near the Pine Valley Nature Area.

Motion Schwenker, second Flagel to approve the Chair signature on the management agreement between Jackson County and the Iowa Department of Natural Resources as presented.

Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling updated the Board on her department and discussed alleged nuisance violations and possible enforcement actions.

Motion Schwenker, second Flagel to approve an extension of a nuisance violation until December 31, 2023 to Kurt Bischoff at 22838 W Circle Dr, Bernard as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve an extension of a nuisance violation until December 31, 2023 to Jeff Hartman at 23400 Lake Shore Dr, Bernard as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve an extension of a nuisance violation until December 31, 2023 to Dave Brown at 22301 Fox Dr, Bernard as presented.

Aye: Schwenker, Steines, Flagel

Auditor Smith presented the results of the second-tier canvas of the November 7, 2023 City/School Election.

Motion Flagel, second Schwenker to authorize the Board as Canvassers to certify and authorize Board signatures on the true and correct abstracts of votes cast at the November 7, 2023 City/School Election for the school districts of Easton Valley and Maquoketa as shown by the official abstract and further authorize the Chair signature on certificates of election and authorize Auditor Smith to forward abstracts and certificates as presented.

Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 10:07 a.m. until the next board meeting on November 28, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

November 28, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel announced the retirement of Assistant to the Engineer Mike Clausing from the Engineer’s Office with 46 years of service effective December 31, 2023. The Board thanked him for his years of service with Jackson County and wished him well in his retirement.

Motion Schwenker, second Flagel to accept the retirement of Mike Clausing from the Engineer’s Office effective December 31, 2023 as presented.

Aye: Schwenker, Steines, Flagel



Maintenance Supervisor Marty Hudrlik updated the Board on his department and discussed the transition of the new employee in his department.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the November 21, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a handwritten warrant to Iowa Communities Assurance Pool (ICAP) for \$2,848.00 for Emergency Management insurance renewal as presented.

Aye: Schwenker, Steines, Flagel

Veterans Affairs Administrator Brianna Kirk updated the Board on her department.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Recess the meeting.

Reconvene the meeting with Jeremy Oden from Midwest Construction Consultants who updated the Board on the progress of the Jackson County Law Enforcement Center and the Jackson County Fair & ISU Extension – 4-H Outreach Center.

Recess the meeting.

Reconvene the meeting with Chair Steines opening the public hearing for the FY2023-2024 budget amendment.

Deputy Auditor Shelley Hoye reviewed the budget amendment with no comments being received for or against the amendment.

Motion Schwenker, second Flagel to close the public hearing for the FY2023-2024 Budget Amendment as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #999-11-28-2023 for the Amendment to the County Budget for Fiscal Year 2023-2024 and authorize Chair and Auditor signatures on the Record of Hearing and certify to the State of Iowa as recorded in Resolution Book 5, page 165 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting with Coordinator of Disability Services Lynn Bopes and Member Jack Willey who updated the Board on the Eastern Iowa Mental Health & Disability Services meeting they attended on November 20, 2023.

Recess the meeting for budget work sessions.

Chair Steines reconvened the meeting.

Motion Flagel, second Schwenker to adjourn the meeting at 12:16 p.m. until the next board meeting on December 5, 2023 at 8:30 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

December 5, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 8:30 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended approval of a field entrance permit from Chuck Ernst in section 8 of Otter Creek Township on the west side of 129<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the residential entrance permit to Chuck Ernst as presented.  
Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approval of a utility permit from Cascade Communications in section 34 of Otter Creek Township to bore underneath the road for a new service at 16000 208<sup>th</sup> St.

Motion Flagel, second Schwenker to approve the utility permit to Cascade Communication as presented.  
Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the November 28, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$438,500.42 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve a handwritten warrant to Peggy McMurray for \$183.15 to replace the ACH warrant which was rejected by the bank due to a closed account as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to accept, place on file and authorize the Chair signature on the Recorder's Report of Fees collected for the month of November, 2023 in the amount of \$32,401.02 as presented.  
Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to appoint Will Cornelius and Katie Bopes as the Supervisors' representatives on the Together We Build Board for a 3-year term effective December 5, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve and authorize signatures on the Courthouse Snow/Ice Parking Policy effective December 5, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve the lease between Jackson County and Hawkeye Area Community Action Program (HACAP) for the Head Start Building at 904 E Quarry St, Maquoketa effective December 1, 2023 through November 30, 2026 pending approval of the HACAP Board which meets on December 7, 2023 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the lease between Jackson County and Imagine The Possibilities for the Andrew Jackson Care Facility effective December 1, 2023 through November 30, 2026 pending approval of the Imagine The Possibilities Board as presented.  
Aye: Schwenker, Steines, Flagel

Director of Human Resources Becki Chapin presented the Jackson County initial bargaining proposal to Teamsters Local 120. Several revisions in the language of the contract are being proposed with an overall 6% wage increase on July 1, 2024; 3.5% wage increase on July 1, 2025; and 3.5% wage increase on July 1, 2026.

Zoning Administrator Lori Roling updated the Board on her department and discussed alleged nuisance violations and possible enforcement actions.

Motion Schwenker, second Flagel to approve an extension of nuisance violations until December 31, 2023 to Joe & Shari Bush at 10105 Cedar St, Bernard; Jim & Deena Gross at 9307 Ash St, Bernard; Rick & Jennifer Pfeiler at 23003 Orange St, Bernard; Doug & Teresa Waller at 9903 Knob Ct, Bernard; and Gayle Beversdorf at 22903 W Circle St, Bernard as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to adjourn the meeting at 9:15 a.m. until the next board meeting on December 12, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

December 12, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom: Sheriff Brent Kilburg

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney updated the Board on the Engineer's Office applying for a RAISE Grant as a part of the Federal Transportation Bill for the bridge on Iron Bridge Rd.

Drug Free Communities Project Coordinator Julia Furne requested \$1,593.62 from Opioid Settlement Funds for the Bellevue Police Department to provide Drug Abuse Resistance Education (DARE) curriculum materials for 77 5<sup>th</sup> grade students in all Bellevue Schools.

Motion Schwenker, second Flagel to approve the request from the Bellevue Police Department for \$1,593.62 for DARE curriculum materials from the Opioid Settlement Funds as presented.

Aye: Schwenker, Steines, Flagel

Economic Development Director Kelley Brown and Emergency Management Coordinator Lyn Medinger presented a proposal for the equipment purchases from the Ashley Hinson Grant for the Emergency Operation Center at the Law Enforcement Center.

Motion Schwenker, second Flagel to approve the purchase of equipment from the Ashley Hinson Grant for the Emergency Operation Center (EOC) at the Law Enforcement Center (LEC) as presented.

Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the December 5, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a handwritten warrant to the Jackson County Treasurer for \$.11 to reimburse the Jackson County Insurance Pool Fund #90000 due to a Secondary Roads clearing account adjustment as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve a handwritten warrant to the Utility Equipment Company for \$2,300.00 for the water meter at the Law Enforcement Center as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve Resolution #1000-12-12-2023 certifying delinquent Leisure Lake sewer assessments to the County Treasurer for property tax collection in the amount of \$1,889.00 as recorded in Resolution Book 5, page 166 as presented.

Aye: Schwenker, Steines, Flagel

Health Administrator Elizabeth Townsend updated the Board on her department.

Director of Human Resources Becki Chapin updated the Board on her department.

Motion Schwenker, second Flagel to approve the minutes of the October 23, 2023 and October 26, 2023 Special Board meeting and authorize publication in the official newspapers as presented.

Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize the Chair signature on the certificate of appointments for Deputy Sheriff Nicholas Konrardy through January 1, 2025; Deputy Sheriff Brandon Coin through January 1, 2025; and Assistant County Attorney John Bradtke through January 1, 2027 as presented.  
Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve Resolution #1001-12-12-2023 setting the 2024 Holiday Schedule for county employees as recorded in Resolution Book 5, page 167 as presented.  
Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling discussed alleged nuisance violations and possible enforcement actions.

Motion Schwenker, second Flagel to approve an extension of an abatement for a nuisance violation until January 31, 2024 to Donald Ahlers & Lisa Dalsing at 9705 Pine St, Bernard as presented.  
Aye: Schwenker, Steines, Flagel

Jeremy Oden from Midwest Construction Consultants updated the Board on the progress of the Jackson County Law Enforcement Center and the Jackson County Fair & ISU Extension – 4-H Outreach Center.

Recess the meeting.

Reconvene the meeting with Executive Assistant LuAnn Goeke who reviewed the Board calendar and business.

Chief Deputy Jim Kraker and Jail Administrator Andrew Long discussed the correctional officer staffing at the new Law Enforcement Center. No action was taken on this matter.

Motion Schwenker, second Flagel to adjourn the meeting at 11:37 a.m. until the next board meeting on December 19, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.  
Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

December 19, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Engineer Todd Kinney presented and recommended Board approval and signatures on the Title Sheet for the 184<sup>th</sup> Ave Bridge project BROS-CO49(90)—8J-49.

Motion Schwenker, second Flagel to approve Board signatures on the Title Sheet for the 184<sup>th</sup> Ave bridge replacement project BROS-CO49(90)—8J-49 as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended Board approval and signatures on the Title Sheet for the fog sealing on Z15 (362<sup>nd</sup> Ave) project FM-CO49(92)—55-49.

Motion Flagel, second Schwenker to approve Board signatures on the Title Sheet for the fog sealing on Z15 (362<sup>nd</sup> Ave) project FM-CO49(92)—55-49 the as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended terminating the 28E Agreement for a shared Assistant to the Engineer between Buchanan County and Jackson County as approved on September 5, 2023.

Motion Schwenker, second Flagel to approve the termination of the 28E Agreement between Buchanan County and Jackson County as presented. Aye: Schwenker, Steines, Flagel

Kinney presented and recommended approving an Independent Contractor Agreement between Buchanan County and Jackson County for bridge inspections and some design and engineer services at an hourly rate of \$75.00 per hour.

Motion Schwenker, second Flagel to approve Chair signature on the Independent Contractor Agreement between Buchanan County and Jackson County for bridge inspections and some design and engineer services as presented. Aye: Schwenker, Steines, Flagel

East Central Intergovernmental Association Development Coordinator Matt Specht, and Skott Gent and Amber Matthiesen representing the Together We Build Board discussed a \$300,000.00 Jackson County Revolving Loan to Together We Build, Inc for four years with 0.0% interest to assist with building construction.

Motion Flagel, second Schwenker to approve a \$300,000.00 loan with 0.0% interest for four years to Together We Build, Inc as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize Chair and Auditor signatures on the transfer agreement for the Together We Build loan as presented. Aye: Schwenker, Steines, Flagel

Veterans Affairs Administrator Brianna Kirk updated the Board on her department.

Auditor Alisa Smith presented county business.

Motion Schwenker, second Flagel to approve the minutes of the December 12, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling updated the Board on her department.

Motion Flagel, second Schwenker to approve an extension of a nuisance violation until January 31, 2024 for property owned by Eric Lyons at 9602 Knob Court, Bernard as presented. Aye: Schwenker, Steines, Flagel

Auditor Smith presented county business.

Motion Flagel, second Schwenker to approve and authorize the Auditor's Office to issue warrants and the publication of the claims listing in the amount of \$887,892.62 as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker second Flagel to accept and place on file the Veterans Affairs Commission meeting minutes for the November 8, 2023 meeting as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve and authorize Chair signature on the Maquoketa Municipal Electric Utility (MMEU) Contribution in Aid of Construction Agreement regarding the electrical/main transformer installation at the Jackson County Fair & ISU Extension – 4-H Outreach Center as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$17,406.95 to Midwest Construction Consultants, Inc; \$73,195.64 to Bill Bruce Builders; \$67,205.84 to Kraus Plumbing & Heating; \$129,309.25 to Geisler Brothers; \$39,666.30 to Rock River Electric; \$19,000.00 to Midwest Fire Sprinkler; \$500.00 to Tri State Porta Potty; \$28,378.50 to Gerardy Welding & Fabrication, Inc; \$675.00 to BLB Communications; \$1,576.44 to Joel Wood Plumbing & Construction, LLC; \$1,280.30 to AT Disposal for a total cost of \$378,194.22 and authorize the Chair signature on the project cost recap for the Law Enforcement Center for the month ending November 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve invoices for \$4,000.00 to SA Architects; \$7,219.28 to Midwest Construction Consultants, Inc; \$53,908.94 to Peak Construction; \$22,544.68 to Crawford Company; \$15,200.00 to Stickley Electric; \$3,705.00 to Midwest Auto Fire Sprinkler; \$250.00 to Tri State Porta Potty; \$22,776.42 to Maquoketa Municipal Electric Utility; \$7,745.12 to Shearer Trucking & Excavating; \$675.00 to BLB Communications; \$8,668.75 to KE Flatwork, Inc; \$375.00 to AT Disposal for a total cost of \$147,068.19 and authorize the Chair signature on the project cost recap for the Jackson County Fair & ISU Extension – 4-H Outreach Center for the month ending November 30, 2023 as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

John Hansen, Jr from Midwest Construction Consultants updated the Board on the progress of the Jackson County Law Center and the Jackson County Fair & ISU Extension – 4-H Outreach Center.

Motion Schwenker, second Flagel to table action on a change order for the repair of the flooring at the Jackson County Fair & ISU Extension – 4-H Outreach Center for \$3,458.47 from Peak Construction Group, Inc as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Schwenker to approve change order #3-4 to Kraus Plumbing & Heating for \$2,517.00 at the Jackson County Law Enforcement Center as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve change order #1-2 to Peak Construction Group, Inc for \$3,458.47 to repair the floor at the Jackson County Fair & ISU Extension – 4-H Outreach Center as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve the purchase of a commercial washer and dryer for \$15,600.00 from Century Laundry Distributing, Inc for the Jackson County Law Enforcement Center as presented. Aye: Schwenker, Steines, Flagel

Committee Member Jack Willey discussed the Eastern Iowa Mental Health and Disability Service Governing Board meeting he attended on December 18, 2023.

Motion Schwenker, second Flagel to adjourn the meeting at 10:40 a.m. until the next board meeting on December 26, 2023 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors

December 26, 2023

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Media: Mary Hayward – Maquoketa Sentinel Press

Guest via Zoom:

Guests present:

Meeting brought to order by Chair Steines at 9:00 a.m. and the pledge of allegiance was recited.

Assistant Engineer Jayden Scheckel presented bids which were opened on November 16, 2023 at 10:00 a.m. for the 2024 clearing/grubbing of 12.2 miles or 57.90 acres of tree/brush clearing on four different roads. Bids were received from Wiezorek Timber Co for \$303,597.00; S2 Constructions LLC for \$380,364.00; and Brandenburg Drainage Inc for \$618,800.00.

Motion Schwenker, second Flagel to approve the low bid of Wiezorek Timber Co as presented. Aye: Schwenker, Steines, Flagel

Scheckel presented and recommended approval of a farm entrance permit from Launspach Preferred Properties LLC in section 32 of Brandon Township on the west side of 30<sup>th</sup> Ave.

Motion Flagel, second Schwenker to approve the farm entrance permit to Launspach Preferred Properties LLC as presented. Aye: Schwenker, Steines, Flagel

Conservation Director Nathan Jones updated the Board on his department.

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the December 19, 2023 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Schwenker, second Flagel to approve a handwritten warrant to Cardmember Service for \$1,293.28 for a claim which was voided in error as presented. Aye: Schwenker, Steines, Flagel

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Flagel, second by Steines who vacated the chair to appoint Don Schwenker to the Together We Build Board as presented. Aye: Schwenker, Steines, Flagel

Zoning Administrator Lori Roling updated the Board on her department and alleged nuisance violations and possible enforcement.

Motion Schwenker, second Flagel to approve an extension of a nuisance violation to Cynthia Garrett on 49184 Green Island Rd, Miles until January 31, 2024 as presented.

Aye: Schwenker, Steines, Flagel

Recess the meeting.

Reconvene the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 9:36 a.m. until the next board meeting on January 2, 2024 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Steines, Flagel

Clerk \_\_\_\_\_  
Alisa Smith, Auditor

Chair \_\_\_\_\_  
Mike Steines, Board of Supervisors