

June 25, 2024

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; IT Director Bjorn Beck; Executive Assistant LuAnn Goeke; Resolutions and Ordinances are available in the Auditor's Office – Monday through Friday from 8:30 a.m to 4:30 p.m. and at: [www.jacksoncounty.iowa.gov](http://www.jacksoncounty.iowa.gov)

Pledge of Allegiance was recited.

Meeting brought to order by Chair Steines at 9:00 a.m.

Chair Steines opened the public hearing for the Jackson County Comprehensive Plan. One comment was received against the plan.

Motion Schwenker, second Flagel to close the public hearing on the Jackson County Comprehensive Plan as presented. Aye: Schwenker, Flagel, Steines

Motion Flagel, second Schwenker to approve Resolution #1053-06-25-2024 on the Jackson County Comprehensive Plan as recorded in Resolution Book 5, page 227 as presented. Aye: Schwenker, Flagel, Steines

Assistant Engineer Jayden Scheckel presented county business.

Scheckel presented previously opened gasoline and diesel fuel bids. River Valley Energy, Bellevue bid \$0.3490 for 30,000 gallons of ethanol blend gasoline; \$0.0850 for 65,000 gallons of No 2 diesel and No 2 (B5) biodiesel fuel; \$.1390 for 40,000 gallons of winter blend diesel and No 2 (B5) winter blend biodiesel fuel; and \$0.015 for 105,000 gallons of diesel fuel additive and No 2 (B5) winter blend biodiesel fuel additive. Mulgrew Oil bid \$0.4 for 30,000 gallons of ethanol blend gasoline; \$0.17700 for 65,000 gallons of No 2 (B5) biodiesel fuel; \$0.19700 for 40,000 gallons of No 2 (B5) winter blend biodiesel fuel; and \$0.035 for 105,000 gallons of No 2 (B5) biodiesel fuel additive. AgVantage FS, Inc and Eastern Iowa LP did not bid for gasoline or diesel fuel.

Motion Schwenker, second Flagel to approve the low bid from River Valley Energy for the gasoline, diesel fuel and biodiesel fuel (B5) as presented. Aye: Schwenker, Flagel, Steines

Scheckel presented previously opened bids for 9,000 gallons of liquid propane (LP) gas. AgVantage FS bid \$1.210; Mulgrew Oil Co bid \$1.260; and Eastern Iowa LP, LaMotte bid \$1.210. River Valley Energy, Bellevue did not bid.

Motion Flagel, second Schwenker to approve and award the low bids and authorize Chair signature on the contracts from AgVantage FS for maintenance shops at Baldwin, Iron Hill, Sterling and the Courthouse Maintenance shed and Eastern Iowa LP for maintenance shops at Bellevue, Butler, Otter Creek and Springbrook as presented. Aye: Schwenker, Flagel, Steines

Scheckel presented the 90-day termination letter received of the 28E Agreement between Jackson County and Buchanan County for a shared Assistant to the Engineer effective September 15, 2024.

Conservation Director Nathan Jones updated the Board.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Schwenker, second Flagel to approve fireworks permit to Terry Cravatta at 56374 Hwy 64, Sabula on July 4, 2024 at 9:00 p.m. with a rain date of July 5, 2024 at 9:00 p.m. as presented. Aye: Schwenker, Flagel, Steines

Auditor Alisa Smith presented county business.

Motion Flagel, second Schwenker to approve the minutes of the June 18, 2024 Board proceeding as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Flagel, Steines

Motion Flagel, second Schwenker to approve Resolution #1043-06-25-2024 for the Fiscal Year 2024/2025 appropriations by department as recorded in Resolution Book 5, pages 215 & 216 as presented. Aye: Schwenker, Flagel, Steines

- Motion Flagel, second Schwenker to approve Resolution #1044-06-25-2024 naming County Officers' Bank Depositories for Fiscal Year 2024/2025 for the Recorder and Sheriff designated banks to deposit revenues held in their trust accounts as recorded in Resolution Book 5, page 217 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve Resolution #1045-06-25-2024 naming Jackson County Bank Depositories for Fiscal Year 2024/2025, the financial institutions to be depositories for funds collected in the County Treasurer's Office as recorded in Resolution Book 5, page 218 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve Resolution #1046-06-25-2024 for Designation of County Bank for Fiscal Year 2024/2025 designating Maquoketa State Bank for county warrants and payroll warrants as recorded in Resolution Book 5, page 219 as presented. Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve Resolution #1047-06-25-2024 for Issuing County Warrants and allowing Auditor to issue warrants without the 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 220 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Flagel, second Schwenker to approve Resolution #1048-06-25-2024 for Interfund Operating Transfers authorizing the Auditor to periodically transfer sums from the general basic and rural services basic funds to the secondary roads fund during the 2024/2025 budget year as recorded in Resolution Book 5, page 221 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve Resolution #1049-06-25-2024 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 222 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Flagel, second Schwenker to approve Resolution #1050-06-25-2024 for Payroll for Fiscal Year 2024/2025 and authorize publication in the official newspapers as recorded in Resolution Book 5, pages 223, 224 & 225 as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Flagel, second Schwenker to approve Resolution #1051-06-25-2024 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, pages 226 as presented. Aye: Schwenker, Flagel, Steines
- Motion Flagel, second Schwenker to approve Resolution #1052-06-25-2024 for the annual operating transfer for \$3,200.00 from the General Basic Fund #01000 to the Historic Preservation Fund #29000 effective June 25, 2024 as recorded in Resolution Book 5, page 227 as presented.  
Aye: Schwenker, Flagel, Steines
- Director of Human Resources Becki Chapin updated the Board.
- Motion Schwenker, second Flagel to accept the resignation of Ruth Eltrich as the Administrative Assistant in the Zoning Office effective June 30, 2024 as presented. Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve the appointment of Ruth Eltrich as the Administrator of Veteran's Affairs effective July 1, 2024 at a starting salary of \$49,500.00 per year, increasing to \$55,000.00 upon successful completion of accreditation through the National Association of County Veteran Service Officers, including authorizing the Auditor's Office to issue bi-weekly paychecks as presented.  
Aye: Schwenker, Flagel, Steines
- Motion Schwenker, second Flagel to approve the hiring of Trisha Kilburg as the CVSO/Confidential Secretary effective July 8, 2024 at a starting rate of pay of \$19.00 per hour, with a \$1.00 increase upon accreditation through the National Association of County Veteran Service Officers, and a \$0.60 cent increase upon successful 6-month review, including authorizing the Auditor's Office to issue bi-weekly paychecks as presented.  
Aye: Schwenker, Flagel, Steines
- Zoning Administrator Lori Roling updated the Board.
- Motion Flagel, second Schwenker to approve Resolution #1054-06-25-2024 the final plat of Lot 1 of PC Acres, a minor subdivision in section 13 of Bellevue Township owned by Charles and Penny Medinger as recorded in Resolution Book 5, page 228 as presented. Aye: Schwenker, Flagel, Steines

Motion Schwenker, second Flagel to approve the extension of the wind energy moratorium until June 30, 2025 as presented. Aye: Schwenker, Flagel, Steines

Recess the meeting

Reconvene the meeting.

Motion Schwenker, second Flagel to adjourn the meeting at 10:05 a.m. until the next board meeting on July 2, 2024, at 9:00 a.m. in the boardroom at the courthouse in Maquoketa.

Aye: Schwenker, Flagel, Steines

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

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