

October 28, 2025

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

Pledge of Allegiance was recited.

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

Veterans Affairs Administrator Ruth Eltrich updated the Board.

Director of Human Resources Becki Chapin presented county business.

Motion Steines, second Flagel to accept the resignation from Tricia Kilburg as the CVSO/Confidential Secretary effective November 7, 2025 as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Steines to approve Becca Pflughaupt as Zoning Administrator at an annual salary of \$74,688.32 effective October 27, 2025 and including authorizing benefits as negotiated as presented. Aye: Schwenker, Steines, Flagel

Weed Commissioner Jeannie Collins-Heer updated the Board.

Motion Steines, second Flagel to approve and authorize the Chair signature on the 2026 Weed Commissioner Certification Form as presented. Aye: Schwenker, Steines, Flagel

Motion Steines, second Flagel to approve and authorize the Chair signature on the 2025 Weed Commissioner’s Report as presented. Aye: Schwenker, Steines, Flagel

Engineer Jayden Scheckel updated the Board and presented business.

Motion Flagel, second Steines to approve a field entrance permit to Jim Ihrig in section 16 of Brandon Township on 45th Ave as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Steines to approve Resolution #1151-10-28-2025 to amend the Secondary Road Construction program on 17th St, a bridge over Elk Creek in Section 33 of Iowa Township and on 458th Ave, a bridge over the creek in section 22 of Van Buren Township as recorded in Resolution Book 5, page 339 as presented. Aye: Schwenker, Steines, Flagel

Auditor Alisa Smith presented county business.

Motion Flagel, second Steines to approve the minutes of the October 21, 2025 Board proceedings as written by Auditor Smith and authorize publication in the official newspapers as presented. Aye: Schwenker, Steines, Flagel

Motion Flagel, second Steines approve appointing a Jackson County Recorder on December 2, 2025 as presented. Aye: Schwenker, Steines, Flagel

Coordinator of Disability Service Lynee Burken discussed the Regional Governing Board Meeting held on October 20, 2025.

Executive Assistant LuAnn Goeke reviewed the Board calendar and business.

Motion Steines, second Flagel to adjourn the meeting at 10:08 a.m. until the next board meeting on November 4, 2025 at 9:00 a.m. in the boardroom at the courthouse in Maquoketa. Aye: Schwenker, Steines, Flagel

Clerk _____
Alisa Smith, Auditor

Chair _____
Don Schwenker, Board of Supervisors

October 28, 2025

Present: Supervisors: Nin Flagel, Mike Steines, Don Schwenker; Auditor Alisa Smith; Executive Assistant LuAnn Goeke; County Attorney John Kies, Office Manager Jessie Geerts; Director of Human Resources Becki Chapin; Sheriff Brent Kilburg; Chief Deputy Jim Kraker; Jail Administrator Andrew Long.

Work session brought to order by Chair Schwenker at 10:14 a.m.

The work session was held concerning a proposal from the County Attorney to hire an Investigator in the County Attorney’s Office. No decision was made today with the Board directing Kies and Kilburg to work on a standard operating procedure (SOP) and return with a recommendation. A discussion to address if the staffing model for the Law Enforcement Center needs revision. No decision on this was made.

Chair Schwenker adjourned the work session at 11:39 a.m.

Clerk _____
Alisa Smith, Auditor

Chair _____
Don Schwenker, Board of Supervisors