

June 27, 2023

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

Present: Steve Doepcke, Ray Peterson, and Doug Reimer

Guests: Jessica Goltz, Steve Holst, Mike Tschirgi, Brandi Lewin, Zach Herrmann, Sue Meyer, Casey Stickfort, and Jennifer Garms.

Reimer moved, Doepcke seconded to approve the 28E Agreement for Victim Witness Coordinator and Sexual Assault Response Team Assistant for July 1, 2023 through September 30, 2023. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Doepcke moved, Reimer seconded to approve the minutes of the June 20, 2023 meeting. Ayes: Doepcke, Peterson, Reimer. Motion carried. After verification by Engineer Casey Stickfort the low bid was AFE Crane at \$147,144.00.

No resolution for FY2023 Departmental Appropriation Changes was necessary.

Reimer moved, Doepcke seconded to approve the claims as presented totaling \$591,827.91. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Reimer moved, Doepcke seconded to approve a Special Class C Retail Alcohol License with Outdoor Service for the Clayton County Agricultural Society. Ayes: Doepcke, Peterson, Reimer. Motion carried.

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

Reimer moved, Doepcke seconded to approve the Second Amended Secondary Roads Collective Bargaining Agreement for 2021-2024. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Reimer moved, Doepcke seconded to approve resolution #33-2023 "FY2024 Wage Certifications". Roll Call Vote: Doepcke-aye, Peterson-aye, Reimer-aye. Motion carried.

**RESOLUTION #33-2023  
FY2024 WAGE CERTIFICATIONS**

WHEREAS, July 1, 2023, begins a new fiscal year which necessitates the certification of deputy, clerk and a variety of other employees' wages effective July 1, 2023;

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

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

WHEREAS, the county officials were determined at the time of the county budget hearing and are as follows: County Auditor, Recorder, & Treasurer-\$70,749; County Attorney-\$94,332; County Sheriff-\$101,577; Chair, Board of Supervisors-\$39,475; County Supervisors-\$38,475;

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clayton County, that the following deputy salary percentages were certified for the fiscal year ending June 30, 2024:

<b>Employee</b>	<b>Position</b>	<b>Percentage</b>
Peggy K. Lane	First Deputy Auditor	85%
Amy Bahnsen	Deputy Auditor – Elections	79%
Amanda Sargent	Deputy Auditor – Accounts Payable	70%
Audrey Tschirgi	Deputy Treasurer – Administration	76%
Josie Fettkether	Deputy Treasurer – Motor Vehicle	76%
Cathy White	Deputy Treasurer – Motor Vehicle	80%
Jodi Burgin	Deputy Treasurer – Drivers' License	70%
Crystal Cumberland	Deputy Treasurer – Drivers' License	72%
Rhonda Donlon	First Deputy Recorder	85%
Emily Sylvester	Second Deputy Recorder	68%

Steve Holst	Chief Deputy Sheriff	85% + longevity
Brent Ostrander	Sergeant & Deputy Sheriff - Criminal Investigator	81% + longevity
Mark Kautman	Deputy Sheriff – Criminal Investigator	80% + longevity
Riley Doeppke	Deputy Sheriff – Patrol	79%
Craig Johnson	Deputy Sheriff – Patrol/Cellebrite	79.5% + longevity
Jedediah Jones	Deputy Sheriff – Patrol/DRE	79.5% + longevity
Matthew Moser	Sergeant & Deputy Sheriff - K-9 Handler	81% + longevity
Jack Ostrander	Deputy Sheriff – Patrol	79% + longevity
Eric Van Horn	Deputy Sheriff – Patrol	75% (79% 9/5/23)
Dylan Rumph	Deputy Sheriff – Traffic Investigator	80%
Brandon Taylor	Deputy Sheriff – Patrol	79%
Mason Smith	Deputy Sheriff – Patrol	67% (72% 1/23/24)

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

Employee	Position	Pay
Matt Sherman	IT Director	\$31.38/hr.
Bob Kurdelmeyer	IT Specialist	\$25.50/hr.
Anne E.H. Kruse	Assistant Co. Attorney	\$64,072/yr.
Kari Whittle	Attorney Secretary	\$21.50/hr.
Tammy Sylvester	Sheriff Administrative Assistant	\$25.60/hr.+ longevity
Chris Scott	Jail Administrator	\$27.29/hr.
Samantha Rumph	E911 Coordinator	\$47,250/yr.
	Sheriff Reserve Officers	\$17.90/hr.
Dave Tschantz	Courthouse Security	\$18.66/hr.
Paul Bazyn	Courthouse Security	\$18.66/hr.
Randy Klein	Courthouse Security	\$18.66/hr.
John Bell	Courthouse Security/Water Patrol	\$18.66/hr.
Terry Puelz	Part-time Maintenance Custodian, Jail	\$29.32/hr.
David Swope	Part-time Cook	\$16.31/hr.
Mary Koresh	Part-time Cook	\$16.31/hr.
Rachel Bushkofsky	Part-time Cook	\$16.31/hr.
David Heck	Part-time Custodian	\$17.10/hr.
Justin Williams	Custodian – Courthouse	\$23.46/hr.
Randy Williams	Custodian – Office Building	\$22.24/hr.
Patti Ruff	Health & Zoning Administrator	\$57,740/yr.
Chris Jordan	Veteran Affairs/General Relief Director	\$26.16/hr.
	Township Trustees and Clerks	\$40.00/day (Resolution)
	Township Clerks	\$20.00/hr. (Resolution)
	Precinct Election Officials	\$15.00/hr.
Richard Bahls	Head Garbage Monitor	\$16.40/hr.
Fred Kinne	Garbage Monitor	\$15.85/hr.
Jerry Koons	Garbage Monitor	\$15.85/hr.
Casey Stickfort	County Engineer	\$108,665.00/yr.
Bart Burgin	Asst to the Engineer – Const. Maintenance, & Safety	\$32.80/hr. + longevity
Tony Puelz	Maintenance Superintendent	\$30.78/hr. + longevity
Trampus Thornton	Shop Foreman	\$28.31/hr. + longevity
Chris Weber	Road Foreman – Structures	\$28.31/hr. + longevity
Michael Bahls	Road Foreman – Construction	\$28.31/hr. + longevity
Adam Lake	Roadside Management Superintendent	\$27.31/hr. + longevity + \$1.00/hr. when working as weed commissioner
Peg Connor	Office Manager	\$28.19/hr. + longevity
Eli Garms	Asst to the Engineer – Survey & Design	\$29.29/hr. + longevity
Levi Farmer	Assistant Shop Foreman	\$27.25/hr. + longevity

Doeppke moved, Reimer seconded to approve resolution #34-2023 “FY2024 Operating Transfers”. Roll Call Vote: Doeppke-aye, Peterson-aye, Reimer-aye. Motion carried.

RESOLUTION #34-2023  
FY2024 OPERATING TRANSFERS

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

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

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

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, that the County Auditor, is authorized to make operating transfers as prescribed by and in accordance with the adopted budget for fiscal year ending June 30, 2024, as the need arises for such transfers throughout the year. Those budgeted amounts are:

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

Reimer moved, Doeppke seconded to approve resolution #35-2023 "FY2024 Departmental Appropriations". Roll Call Vote: Doeppke-aye, Peterson-aye, Reimer-aye. Motion carried.

RESOLUTION #35-2023  
FY2024 DEPARTMENTAL APPROPRIATIONS

WHEREAS, it is desired to make appropriations for all officers and departments for the fiscal year beginning July 1, 2023, in accordance with Section 331.434, Subsection 6, Code of Iowa.

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

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

<u>DEPARTMENT/OFFICE</u>	<u>TOTAL</u>	<u>DEPARTMENT/OFFICE</u>	<u>TOTAL</u>
Board of Supervisors	\$1,200,798	Conservation	\$1,791,205
Auditor	\$449,738	Board of Health	\$227,078
Treasurer	\$523,363	Social Welfare	\$6,150
Attorney	\$280,332	Care Facility	\$25,000
Sheriff	\$2,311,473	Medical Examiner	\$60,000
Communications	\$520,644	Jail/Correctional Services	\$792,867
Recorder	\$290,037	Court Administration	\$105,859
Courthouse	\$126,366	Historic Preservation	\$2,050
Office Building	\$124,810	General Services	\$14,000
Economic Dev. Office Bldg.	\$9,500	Data Processing	\$457,412
Civil Service Commission	\$950	Health & Zoning	\$127,610
General Relief	\$80,259	Pioneer Cemetery Comm.	\$2,000
Secondary Rds/Eng.	\$11,220,933	Non-Departmental	\$12,013,832
Veteran Affairs	\$89,066		
		GRAND TOTAL:	\$32,853,332

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer to make expenditures or incur obligations from the itemized fund, effective July 1, 2023.

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

Section 4. If at any time during the 2023/2024 budget year the Auditor ascertains that, the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately inform the Board of Supervisors and recommend appropriate corrective action.

Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1,

each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and offices monthly, during the 2023/2024 fiscal year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of the business on June 30, 2024.

The Board is waiting for correspondence from the Iowa Department of Transportation to assist in determining passage of a resolution for county -owned land in Clayton Center.

Engineer Casey Stickfort discuss LP and Diesel fuel bids with the Board.

The Board attended the countywide safety committee meeting.

/s/ Ray Peterson, Board of Supervisors Chair

Attest: Jennifer Garms, Clayton County Auditor