

June 25, 2024 9:00 a.m.

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

Moved by Zirkelbach seconded by Swisher to approve the minutes of the June 18, 2024 meeting. All aye. Motion carried.

Moved by Oswald seconded by Schlarmann to approve the payroll for the period ending June 16, 2024, as certified by the department heads. All aye. Motion carried.

Moved by Swisher seconded by Zirkelbach to approve the claims #2406-0218 through #2406-0525 All aye. Motion carried.

Nancy Holak, former Senior Dining employee, met with the Board to discuss various personnel matters during her employment at Senior Dining.

The Board members reported on recent and upcoming committee meetings.

The County Attorney met with the Board for the final consideration of the indigent legal fee ordinance.

Moved by Swisher seconded by Oswald to approve the final consideration of, and to adopt, pass, and publish, Jones County, Iowa Ordinance 2024-04, an ordinance adding CHAPTER 18, INDIGENT LEGAL FEES of TITLE V - PUBLIC ORDER, SAFETY & HEALTH. On roll call vote: Schlarmann aye, Zirkelbach aye, Swisher aye, Oswald aye, Rohwedder aye whereupon the Chairman declared the final consideration approved, and the ordinance adopted.

CHAPTER 18
INDIGENT LEGAL FEE GUIDELINES
TITLE V - PUBLIC ORDER, SAFETY & HEALTH

SECTION 1. PURPOSE AND SCOPE

This ordinance provides for the guidelines of indigent legal fees. In the implementation of the statutes of Iowa and constitutional duties of the court, attorneys are from time-to time appointed by the court, or by action of statute otherwise, to represent an indigent person in a case for which the County is legally responsible for payment of legal fees.

SECTION 2. APPLICABILITY

This ordinance applies to all persons residing in unincorporated Jones County and all incorporated places in Jones County, Iowa.

SECTION 3. FEES

- A. Upon such case as described in section 1, fees are limited to \$66.00 per hour for attorney fees, and paralegal fees not more than \$25.00, the total fee not to exceed \$250.00 per case pursuant to Iowa Code Chapter 815.7 (as amended hereafter) and as described by Iowa Administrative Law relevant to the defense of indigent criminal defendants.

SECTION 4. PROCEDURES

- A. In performing services, attorneys shall be governed by applicable statutes and rules as well as by relevant provisions of the Iowa Code of Professional Responsibility for Lawyers.
- B. The procedures and allowable expenses provided for in the Iowa Administrative Code relevant to the defense of indigent persons in

simple misdemeanors, as applicable hereto shall govern the procedures and allowable expenses herein.

- C. When required to do so by law or when the attorney has any question about the propriety of incurring a particular expense, the attorney shall obtain prior approval of the board of supervisors, with notice and opportunity to be heard by the county attorney, before incurring the obligation. In addition, the attorney must obtain advance approval for anticipated compensation in excess of amounts that shall be established herein. Such approval must be preceded by adequate notice to the County Attorney and opportunity to be heard. The purpose of requiring such approval is not to inhibit reasonably necessary services, but to provide a system for monitoring and a basis for predicting and budgeting amounts necessary for such compensation. In determining whether an application should be sustained, the Board of Supervisors shall consider whether the anticipated services are necessary in the reasonable professional judgment of counsel. The requirement that an application be made shall not have any bearing on whether an application should be sustained. Moreover, the Board of Supervisors shall not require disclosure by the attorney of any information not subject to discovery under applicable law. Such applications shall be made at the earliest opportunity.
- D. Upon completion of services, and within 15 days following dispositional hearing of the matter, the attorney shall file with the clerk of the Board of Supervisors a written claim for compensation for court appointment services and expenses. The term "Dispositional hearing" shall include all such hearings that result in the issuance of a court order that tends to resolve the matter, including but not limited to "Continuances on call" wherein a respondent is ordered to a course of treatment, and the matter definitely or indefinitely continued pending further developments in the course of treatment. The claim shall be accompanied by an itemized statement showing the time necessarily spent on the case, the nature and extent of services and expenses, and the consequences of the proceeding involved.

SECTION 5. SEVERABILITY

If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. EFFECTIVE DATE

This ordinance shall be in effect after its final passage, approval and publication as provided by law.

The Auditor met with the Board to review end of the year interfund transfers, fund balances, budget appropriations, and various board appointments as noted in the motions below.

Moved by Zirkelbach seconded by Swisher to re-appoint Megan Manternach to the Jones County Conservation Board for a five-year term expiring June 30, 2029. All aye. Motion carried.

Moved by Swisher seconded by Schlarmann to re-appoint Roger Kistler to the Board of Adjustment for a five-year term expiring June 30, 2029. All aye. Motion carried.

Moved by Swisher seconded by Zirkelbach to re-appoint Kris Doll, Janine Sulzner, and Lowell Tiedt to the Planning and Zoning Commission for three-year terms expiring June 30, 2027. All aye. Motion carried.

Moved by Oswald seconded by Schlarmann to re-appoint Penny Schoon to the Veteran Affairs Commission for a three-year term expiring June 30, 2027. All aye. Motion carried.

Moved by Schlarmann seconded by Swisher to re-appoint Joyce Bilow, Katrina Rix, Jeff Hinrichs, and Mark Robertson to the EMS Advisory Council for three-year terms expiring June 30, 2027. All aye. Motion carried.

Supervisor Zirkelbach introduced the following 2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-4 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-4

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$11,637.38 from the REAP Fund to the General Basic Fund; said transfer reimburses the General Fund for the balance of the expenditures incurred for the purchase of a kayak trailer and improvements at Eby's Mill River Access which were not fully funded by grants and donations.

Supervisor Swisher introduced the following 2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-5 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-5

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$42,714.27 from the Conservation Land Acquisition Trust Fund to the General Basic Fund, as further detailed:

- \$1,244.00 for expenses incurred by the General Fund at the Eby's Mill Wildlife Management Area during fiscal year 2024, as per the Board's Resolution adopted May 14, 2014 directing use of funds derived from income generated at said property;
- \$32,271.27 for expenses incurred by the General Fund in fiscal year 2024 for improvements at the Hale Wildlife Area, said amount to be funded from income generated at said property and deposited in the Trust Fund;
- \$3,566.38 for expenses incurred by the General Fund for maintenance of the Whitewater Canyon/Lost Canyon area;
- \$3,932.62 for expenses incurred by the General Fund for a kayak trailer;
- \$1,700.00 for expenses incurred by the General Fund at the Grant Wood Trail during fiscal year 2024;

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

Supervisor Schlarmann introduced the following 2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-6 & #23/24-7 and moved its adoption, seconded by Supervisor Swisher. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-6 & #23/24-7

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$104,000.00 from the General Basic Fund to the Secondary Road Fund and \$1,324,000.00 from the Rural Services Basic Fund to the Secondary Road Fund.

Supervisor Oswald introduced the following 2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-8 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-8

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$750.00 from the DARE Program Fund to the General Basic

Fund; said transfer reimburses the General Fund for the balance of the expenditures incurred for the DARE Program during fiscal year 2024.

Supervisor Zirkelbach introduced the following 2023/2024 INTERFUND TRANSFER RESOLUTION #23/24-9 and moved its adoption, seconded by Supervisor Swisher. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2023-2024 INTERFUND TRANSFER RESOLUTION #23/24-9

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

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

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2024

General Fund – Committed Balance

BE IT RESOLVED by the Jones County Board of Supervisors that \$385,085 shall be held as committed fund balance in the General Fund, and designated as follows:

- \$55,000 for county facility capital projects including, but not limited to, tuck pointing, replacement of heating and/or cooling systems, new building construction, major facility renovation projects, security improvements, or acquisition of additional office and/or storage space; and for major software upgrades. Funds for these purposes have been budgeted in previous years, but not fully spent; said unspent funds are supplemented each year by designating a portion of the of the annual general fund property tax levy for such purposes.
- \$71,011 for Conservation Department capital improvements;
- \$80,649 for Conservation Department campground improvements;
- \$38,425 for an aerial tax mapping update fund for a joint project with the Jones County Conference Board; and
- \$140,000 for a voting equipment replacement fund (in the General Supplemental Fund).

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

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2024

General Fund – Restricted Balance

BE IT RESOLVED by the Jones County Board of Supervisors that \$33,466.21 shall be held as restricted fund balance in the General Fund, for various projects funded by grants and donations, and noted as follows:

- \$5,753.28 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Central Park Historic Bridge Improvements project to offset future expenditures for the project (not including donations for said project currently held in the Conservation Land Acquisition Trust Fund, if any).
- \$2,712.00 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Central Park Prairie project to offset future expenditures for the project.
- \$25,000.93 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Wapsipinicon Trail Project to offset previously committed, or future expenditures for the project.

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

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2024
Secondary Road Fund

BE IT RESOLVED by the Jones County Board of Supervisors that 100% of the local option tax funds collected for road and bridge construction projects through June 30, 2024, less amounts previously transferred out for payment of road and bridge projects, be held as restricted fund balance on June 30, 2024 and committed for road and bridge projects.

Supervisor Swisher introduced the following FISCAL YEAR 2024/2025 SALARY RESOLUTION and moved its adoption, seconded by Supervisor Oswald. On roll call vote: Schlarmann aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2024/2025 SALARY RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following annual salaries effective July 1, 2024 be approved as recommended by the respective department heads for employees not covered by the collective bargaining agreement:

Ashley Kurt , Deputy Auditor	\$59,476.00
Michele Lubben , Deputy Auditor	\$69,671.00
Kim Sorgenfrey , Deputy Auditor	\$72,220.00
Vicki Starn , Deputy Auditor	\$67,972.00
Whitney Amos , Land Use Administrator	\$25.18 per hour
Jan Hoag , On-call Election Help	\$14.25 per hour
Sandra Kremer , On-call Election Help	\$14.25 per hour
Amber Edwards , Deputy Treasurer	\$55,866.00
Rhonda Heasty , Deputy Treasurer	\$50,863.00
Stacey Hines , Deputy Treasurer	\$67,540.00
Deb Paulsen , Deputy Treasurer	\$68,374.00
Andrew Quinn , Deputy Treasurer	\$50,863.00
Michelle Toenjes , Deputy Treasurer	\$69,207.00
Kelly Dodge , County Attorney Secretary	\$63,978.50 plus applicable longevity
Sara Walker , Assistant County Attorney	\$113,799.00
Brian Eckhardt , Chief Deputy Sheriff, 85% of County Sheriff's salary,	\$116,780.00 plus applicable longevity
Lori Jess , Office Manager (Sheriff)	\$63,512.00 plus applicable longevity
Sarah Tate , Jail Administrator	\$80,553.00
Stephanie Wallace , Communications Supervisor	\$70,144.00 plus applicable longevity
Jason Andrews , Courthouse Security/Transport Supervisor	\$27.33 per hour
William Feldmann , On-call Court Area Security/Jail Transporter	\$25.23 per hour
Stephanie Herrig , On-call Court Area Security/Jail Transporter	\$25.23 per hour
Ryan Lovejoy , On-call Court Area Security/Jail Transporter	\$25.23 per hour
Clement Sullivan , On-call Court Area Security/Jail Transporter/Civil Service Officer	\$25.23 per hour
Kevin Steele , On-call Deputy Sheriff	\$38.73 per hour
Julie Althoff , Deputy Recorder	\$61,929.00
Stephanie Herrig , On-call Clerk (Recorder)	\$17.50 per hour
Paula Hart , Health Board Administrator	\$26.65 per hour
Derek Snead , County Engineer	\$141,290.00

Bridgette Bowers, Office Manager (Secondary Road)	\$58,428.00 plus applicable longevity
Wes Gibbs, Maintenance Superintendent	\$83,796.00 plus applicable longevity
Eric Grove, Engineer in Training	\$73,323.00 plus applicable longevity
Todd Postel, Assistant to Engineer	\$83,507.00 plus applicable longevity
Susan Yario, Veteran Affairs Administrator	\$26.48 per hour
Brad Knudson, Public Health Assistant	\$29.33 per hour
Lisa Lubben, On-call Public Health Nurse	\$25.00 per hour
Jackson Snyder, Facilities Maintenance Director	\$62,850.00
Lisa Mootz, Information Technology Coordinator	\$80,050.00
Kristi Aitchison, GIS Coordinator	\$71,735.00
Lucia Herman, Community Services Director/MHDS-ECR Coordinator	\$85,683.00
Nancy Fahey, MHDS-ECR Social Worker	\$66,657.00
Haley Pease, MHDS-ECR Social Worker	\$32.45 per hour
Cindy Behrends, Community Services Office Coordinator/MHDS Assistant	\$21.43 per hour
Nielie Schaeffer, Children's Navigator	\$27.24 per hour
Lisa Tallman, Senior Dining Director	\$48,724.00
Jennifer Frank, Kitchen Supervisor/Assistant	\$18.56 per hour
Ginger Taylor, Site Manager	\$16.38 per hour
Brenda Broulik, Meal Transporter	\$16.38 per hour
Mike Hansen, Meal Transporter	\$16.38 per hour
Steven Paulson, Meal Transporter	\$16.38 per hour
Korri Root, Meal Transporter	\$16.38 per hour
Sharon Shank, On-call Cross-trained	\$16.38 per hour
Sandra Marlin, On-call Kitchen	\$16.38 per hour
Patricia Pauley, On-call Meal Transporter	\$16.38 per hour
Richard Rulla, On-call Meal Transporter	\$16.38 per hour
Heather Covington, Temporary Cook	\$16.74 per hour
Jamie Ginter, JETS Transit Director	\$61,219.00
Misty Van Fossen, JETS Office Clerk/Dispatch	\$18.32 per hour
Karen Kiburz, JETS Driver/Office Clerk	\$16.66 per hour
Roy Carter, JETS Driver	\$16.66 per hour
Randy Dettbarn, JETS Driver	\$16.66 per hour
Dana Edwards, JETS Driver	\$16.66 per hour
Jeffrey Heitz, JETS Driver	\$16.66 per hour
Lynn Jarosz Goode, JETS Driver	\$16.66 per hour
Scott Kelly, JETS Driver	\$16.66 per hour
Christi Kromminga, JETS Driver	\$16.66 per hour
Jerome Lindner, JETS Driver	\$16.66 per hour
James Loes, JETS Driver	\$16.66 per hour
Bernie Manternach, JETS Driver	\$16.66 per hour
Brad Roe, JETS Driver	\$16.66 per hour
David Smalley, JETS Driver	\$16.66 per hour
Robert Tighe, JETS Driver	\$16.66 per hour

AND to make of record the following annual salaries effective July 1, 2024 as recommended by the County Conservation Board:

Brad Mormann, Conservation Director	\$87,505.00
John Klein, Conservation Resource Manager/Ranger	\$66,637.00 plus housing & utilities
Jennifer Koopman, Conservation Office Manager	\$23.42 per hour
Michele Olson, Naturalist	\$69,825.00
Dillon Peyton, Natural Resource Manager	\$56,888.00

AND to make of record the following annual salaries effective July 1, 2023 as determined by their respective governing board:

Emergency Management Board:	
Brenda Leonard , Emergency Management Director	\$36.38 per hour
E911 Service Board:	
Gary Schwab , E911 Addressing Coordinator	\$24.08 per hour
Conference Board:	
Sarah Benter , County Assessor	\$92,350.00
Jane Russell , Chief Deputy Assessor	\$78,498.00
Kris Weers , Appraisal Clerk	\$69,263.00
Shelly Williams , Administrative Assistant	\$69,263.00
Empowerment/DCAT Board:	
Sherri Hunt , Early Childhood Iowa Director	\$32.47 per hour
Solid Waste Commission:	
Karl Taylor , Director/Operations Manager	\$29.42 per hour
Leonard Brokens , Operator	\$27.61 per hour
Thadeus Campbell , Part-time Operator	\$19.00 per hour
David Haugsted , On-call Operator	\$19.00 per hour
Russ Benke , Solid Waste Commission Chairman	\$230.00 per month
East Central Iowa Workforce Development Board:	
Elizabeth Rodriguez , Executive Director	\$92,500.00
Anna Hovey , Assistant to Executive Director	\$23.50 per hour

Supervisor Schlarman introduced the following FISCAL YEAR 2024/2025 MASTER APPROPRIATION RESOLUTION and moved its adoption, seconded by Supervisor Zirkelbach. On roll call vote: Schlarman aye, Zirkelbach aye, Rohwedder aye, Oswald aye, Swisher aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2024/2025

MASTER APPROPRIATION RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following budgetary appropriations for fiscal year 2024/2025 be made to the following departments:

	Department	Budget Amount
01	Board Of Supervisors	\$352,625
02	Auditor	\$656,131
03	Treasurer	\$719,352
04	County Attorney	\$479,277
05	Sheriff	\$3,356,783
06	Court Activities	\$6,000
07	Recorder	\$244,773
08	Juvenile Court	\$75,000
15	JETS	\$628,358
17	Environmental Health	\$228,037
20	Secondary Road	\$9,200,000
21	Veterans Affairs	\$79,711
22	Conservation	\$763,756
23	Public Health	\$157,340
24	Land Use	\$37,157
25	General Assistance	\$54,607
28	Medical Examiner	\$50,000
29	Township	\$9,600
30	Conservation Capital Improvement	\$275,742
32	Economic Development Commission	\$50,000
33	Libraries	\$150,599
34	Historic Preservation/Tourism	\$42,000
35	Co Conservation Special Purpose	\$319,299

38	Human Services	\$50
39	Fairs	\$11,831
40	Memorial Hall	\$9,050
51	General Services	\$418,411
52	Data Processing	\$383,309
53	G.I.S. Services	\$146,499
54	Solid Waste Disposal Co. Share	\$45,500
57	Opioid Remediation	\$30,000
58	Substance Abuse Services	\$21,100
60	Mental Health Services	\$16,062
62	Mental Health Administration	\$451,189
65	DCAT/CPPC/ECI	\$44,471
67	Senior Dining	\$344,636
71	Emergency Mgmt County Share	\$919,049
81	Employee Wellness	\$5,000
82	Employee Safety Committee	\$10,000
91	COAP Grant	\$20,000
94	Environmental Restoration	\$10,000
95	Capital Projects	\$50,000
96	Budget Reduction Holding	-
99	Nondepartmental	\$3,114,165
	Total	\$23,986,469

The Land Use Administrator met with the Board to discuss the asbestos removal at 10516 Main St., Center Junction and to discuss an ongoing nuisance ordinance violation at 10657 Main St., Center Junction.

Moved by Zirkelbach seconded by Swisher to approve a quote for removal of asbestos from the structure located at 10516 Main St., Center Junction, for a total of \$2,677.00 plus the \$1,200.00 asbestos inspection fee, all of which will be assessed to property owner. All aye. Motion carried.

Moved by Swisher seconded by Oswald to set a public hearing on July 16, 2024, at 9:30 a.m. to discuss a violation of the Jones County Nuisance Ordinance on property owned by Jerry Willcoxson, located at 10657 Main St., Center Junction. All aye. Motion carried.

Harold Weber, citizen, and his daughter, Linda, met with the Board to continue discussion on dedicating a portion of County Road X40 from Mechanicsville to Hwy 151 in memory of Dennis Lee Weber who lost his life in the Vietnam War. Cedar County has implemented a policy, and the family will be paying to erect one sign in Cedar County. The family would like to see Jones County adopt a formal policy as well.

Moved by Swisher seconded by Schlarman to move forward with a road dedication policy and to approve a sign to be put on County Road X40 in honor of Dennis Lee Weber. All aye. Motion carried.

The Engineer met with the Board to discuss a draft of the road dedication policy, for the approval of a three-year employment contract, and to discuss advertising an open mechanic position.

Moved by Swisher seconded by Zirkelbach to approve and place on file an employment contract with Derek Sned, P.E. to provide county engineer services for Jones County through June 30, 2027, with Section 9 of the contract to be the same as the previous contract. All aye. Motion carried. [2024-102]

Moved by Zirkelbach seconded by Swisher to approve the advertisement of the open mechanic position. All aye. Motion carried.

The Board continued committee reports from earlier in the meeting

During the elected official comment period, the County Attorney gave an update on the software conversion project.

Moved by Schlarmann seconded by Swisher to adjourn at 10:12 a.m. All aye. Motion carried.

Attest: Whitney Hein, Auditor

Ned Rohwedder, Chairman