

Clarke County Board of Supervisors
June 3, 2024

June 3, 2024 - The Clarke County Board of Supervisors met in regular session on June 3, 2024 at the Clarke County Courthouse with the following members present: Austin Taylor, Dean Robins and Randy Dunbar. Also present, Auditor Janice White, Osceola Sentinel Editor Candra Brooks, Larry Keller, Kathleen Johnson, Greg Stith, Marvin McCann, Engineer David Carroll and Treasurer Jessica Smith. Chairman Austin Taylor called the meeting to order at 9:00 a.m. Dean Robins made a motion to approve the agenda, seconded by Randy Dunbar. All Ayes.

RESOLUTION #24-100

WHEREAS, the Clarke County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Clarke County Compensation Board met on January 3, 2024, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2024:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended</u>
<u>Salary</u>			
Auditor	\$67,915.13	4%	\$70,631.74
		Stipend for annual budget	\$4,500.00
Attorney	\$122,671.43	4%	\$127,578.29
Recorder	\$67,864.36	4%	\$70,578.93
Sheriff	\$97,890.18	6%	\$103,763.59
Treasurer	\$67,915.13	4%	\$70,631.74
Supervisors	\$34,090.41	4%	\$35,454.03
Supervisor Chair	\$34,090.41	4%	\$35,454.03
		Stipend	\$1,000.00

THEREFORE, BE IT RESOLVED THAT THE Clarke County Board of Supervisors approves the following salaries for the following elected officials for the fiscal year beginning July 1, 2024:

<u>Elected Official</u>	<u>Approved Salary</u>	<u>Approved Increase</u>
Auditor	\$69,273.43	2%
	\$4,500.00	Stipend – Budget Director
Attorney	\$125,124.86	2%
Recorder	\$69,221.65	2%

Sheriff	\$100,826.89	3%
Treasurer	\$69,273.43	2%
Supervisors	\$34,772.22	2%
Supervisor Chair	\$34,772.22	2%
	\$1,000.00	Stipend - Chairman

Motion made for the foregoing by Dean Robins, seconded by Randy Dunbar. Vote was: “Ayes”: Dean Robins and Randy Dunbar. “Nays”: Austin Taylor.

Approved this 3rd day of June, 2024.

Res 24-101 – Moved by Dean Robins, seconded by Randy Dunbar, to approve the salaries of the following deputies as of July 1, 2024. Deputy Sheriff: Brian Akers \$85,702.86; Deputy Auditors: Jessica Graves \$58,882.42, Rachel Paulus \$58,882.42 and Garla LaFollette \$55,418.74; Deputy Treasurers: Brooke Caldwell \$58,882.42, Shelby Hawxby \$58,882.42 and Sandra Ramos \$50,569.60; and Deputy Recorder: Joleen Louder \$58,838.40.

Vote was: “Ayes”: Dean Robins and Randy Dunbar. “Nays”: Austin Taylor.
Signed this 3rd day of June, 2024.

Res 24-102 – Moved by Randy Dunbar, seconded by Dean Robins, to approve the following salary increases for fiscal year 2024-25, effective July 1, 2024.

Mark Watsabaugh, Road Maintenance Supervisor, 2% increase to \$75,572.52; Corey Eckels, Engineer Technician, 5% increase to \$59,345.32; Jill Curnes, Secondary Road Office Manager, 5% increase to \$56,867.99; Russell Johnson, Head Custodian, 2% increase to \$24.10/hr.; Manuel Cisneros Gomez, Custodian, 10% increase to \$20.20; Janice McCoy, part time Custodian, 2% increase to \$17.17; Esmeralda Elizondo, Driver License Examiner, \$4.00 increase to \$26.00/hr.; Amy Swanson, Sheriff Assistant Clerk, 4% increase to \$21.84/hr.; Jodi Carson, Sheriff Clerk, 4% increase to \$50,086.43; Chris Dorsey, County Attorney Office Manager, 2% increase to \$52,020; and Maki Barber, part time Passport Clerk, 2% increase to \$17.34.

Vote was: “Ayes”: Dean Robins, Austin Taylor and Randy Dunbar. “Nays”: None.
Signed this 3rd day of June, 2024.

RESOLUTION # 24-103

WHEREAS, the Clarke County Board of Supervisors does see the need for appointing someone to serve as the Clarke County Budget Director.

WHEREAS, the Clarke County Board of Supervisors does wish the Budget Director to have a background in accounting, bookkeeping and /or a working knowledge of governmental accounting standards.

WHEREAS, the Clarke County Board of Supervisors does establish the following duties as those of the Budget Director:

1. Assure compliance with state laws regarding governmental budgeting and reporting.
2. Prepare the Clarke County Budget, including attending budget meetings and work sessions with Department Heads and Supervisors as necessary and requested by the Board of Supervisors.
3. Process all proposed department budgets into the County Budget for presentation to the Board of Supervisors.
4. Compile the Board's approved budget into the appropriate state forms on the state's website.
5. Prepare publications and public hearings related to the annual budget process.
6. File and adopt approved budget on the State of Iowa website.
7. Prepare budget and budget amendment appropriations spreadsheet.
8. Project anticipated income, expenditures and fund balances for budgeting purposes.
9. Assist Department Heads with managing budgets and ensuring that budgeted amounts are not exceeded in Department, Fund and Service Area.
10. Coordinate and prepare budget amendments, prepare publications and public hearings related to the amendment process.
11. File and adopt approved amendments on the State of Iowa website.
12. Assure accurate recording of budget and financial transactions in the computer system.
13. Prepare reports and reconciliations as required for annual audit and state reporting.
14. Coordinate the preparation of numerous expenditure and cost reports as required by the legislature.
15. Assist with various grant applications, compliance, monitoring and reporting.
16. Coordinate the timely completion of all state and federal reporting requirements.

WHEREAS, the Clarke County Compensation Board has determined \$4,500 would be an adequate stipend to compensate the Auditor as the Budget Director for Fiscal Year 2024-25.

THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors designate the Clarke County Auditor to serve as Budget Director and be responsible for the duties previously listed. A stipend in the amount of \$4,500 shall be allocated to the Auditor out of the Board of Supervisors' budget.

Moved by Dean Robins, seconded by Randy Dunbar to approve the above resolution.
Vote was: "Ayes": Dean Robins and Randy Dunbar. "Nays": Austin Taylor.
Signed this 3rd day of June, 2024.

Res 24-104 – Moved by Randy Dunbar, seconded by Dean Robins, to approve health insurance premiums with Central States Health and Welfare Fund for Fiscal Year 2025. The weekly rates will be \$434.91 per family plan, plus the employee contribution to the family plan of \$118.79; and \$222.75 per single plan, plus the employee contribution of \$4.55.
Vote was, "Ayes": Austin Taylor, Dean Robins and Randy Dunbar. "Nays": None.
Signed this 3rd day of June, 2024.

Res 24-105 – Moved by Randy Dunbar, seconded by Dean Robins, to approve transfer of funds from the Mental Health Subfund to the General Fund in the amount of \$7,000.

Vote was: “Ayes”: Dean Robins, Austin Taylor, and Randy Dunbar. “Nays”: None.
Signed this 3rd day of June, 2024.

Res 24-106 - Moved by Dean Robins, seconded by Randy Dunbar, to approve payment of claims submitted from May 30, 2024 through June 3, 2024.

Vote was: “Ayes”: Austin Taylor, Dean Robins and Randy Dunbar. “Nays”: None.
Signed this 3rd day of June, 2024.

Fund totals for claims as follows:

0001 GENERAL BASIC FUND	742.66
0002 GENERAL SUPPLEMENT FUND	2,564.62
0020 SECONDARY ROAD FUND	1,847.02
4000 EMERGENCY MANAGEMENT FUND	4,698.00

Res 24-107 - Moved by Dean Robins, seconded by Randy Dunbar, to go into closed session pursuant to Iowa Code 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, at 10:02 a.m.

Roll call vote was: “Ayes”: Austin Taylor, Dean Robins and Randy Dunbar. “Nays”: None.

Moved by Randy Dunbar, seconded by Dean Robins, to go back into open session at 10:08 a.m.

Roll call vote was: “Ayes”: Austin Taylor, Dean Robins and Randy Dunbar. “Nays”: None.

Signed this 3rd day of June, 2024.

Res 24-108 - Moved by Dean Robins, seconded by Randy Dunbar, to accept settlement in the matter involving Peggy Cummings.

Vote was: “Ayes”: Austin Taylor, Dean Robins and Randy Dunbar. “Nays”: None.
Signed this 3rd day of June, 2024.

Having no other agenda items, Randy Dunbar made a motion to adjourn, seconded by Dean Robins. All Ayes. Meeting adjourned at 10:10 a.m.

Signed: Austin Taylor, Chairman

Attest: Janice M. White, Auditor