

Clarke County Board of Supervisors
May 12, 2025

The Clarke County Board of Supervisors met in regular session on May 12, 2025 at the Clarke County Courthouse with the following members present: Randy Dunbar, Dean Robins, and Brian Sorensen. Also present, Auditor Jessica Graves and Osceola Sentinel Editor Candra Brooks, Recorder Selena Humphry, Treasurer Jessica Smith, Ronnie Decker, Kathleen Johnson, and Greg Stith. Chairman Randy Dunbar called the meeting to order at 9:00 a.m. Brian Sorensen made a motion to approve the agenda, seconded by Dean Robins. All Ayes.

Resolution 25-075 - WHEREAS, the Clarke County Board of Supervisors met on May 12, 2025, and made the following elected official's salary for the fiscal year beginning July 1, 2025, in accordance with Iowa Code Chapters 331.905 and 331.907; Supervisors, Sherriif, Attorney, Treasurer, Recorder and Auditor 3%.

THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors approve the following salaries for the following elected officials for the fiscal year beginning July 1, 2025:

Elected Official	Approved Salary	Approved Increase
Auditor	\$71,351.63	3%
Attorney	\$128,878.61	3%
Recorder	\$71,298.30	3%
Sheriff	\$103,851.70	3%
Treasurer	\$71,351.63	3%
Supervisors	\$35,815.39	3%
Supervisors Chair	\$35,815.39	3%
	\$1,000.00	Stipend- Chairman

Moved by Dean Robins, seconded by Brian Sorensen to approve the above resolution.
Vote was: "Ayes": Randy Dunbar, Dean Robins and Brian Sorensen. "Nays": None.
Approved this 12th day of May 2025.

Resolution 25-076 - Moved by Dean Robins, seconded by Brian Sorensen, to approve the salaries of the following deputies as of July 1, 2025.

Deputy Sheriff: Brian Akers \$88,273.94; Deputy Auditors: Jill Curnes \$60,648.89, Rachel Paulus \$60,648.89 and Garla LaFollette \$57,081.31; Deputy Treasurers: Brooke Caldwell \$60,648.89, Shelby Hawxby \$60,648.89 and Sandra Ramos \$52,086.69; and Deputy Recorder: Joleen Louder \$60,603.55.

Resolution 25-077 Moved by Brian Sorensen, seconded by Dean Robins, to approve the following salary increases for fiscal year 2025-26, effective July 1, 2025:

Corey Eckels, Assistant County Engineer, 3% increase to \$77,250; Russell Johnson, Head Custodian, 3% increase to \$24.82/hr.; Manuel Cisneros Gomez, Custodian, 8.9% increase to \$22.00; Janice McCoy, part time Custodian, 3% increase to \$17.69; Esmeralda Elizondo, Driver

License Examiner, 3% increase to \$26.78/hr.; Amy Swanson, Sheriff Assistant Clerk, 10% increase to \$24.02/hr.; Jodi Carson, Sheriff Clerk, 10% increase to \$55,095.07; Chris Dorsey, County Attorney Office Manager, 6% increase to \$55,141.20; Jonathon Muyskens, Assistant County Attorney, 3% increase to \$72,100.00 and Maki Barber, part time Passport Clerk, 3% increase to \$17.86.

Vote was: “Ayes”: Randy Dunbar, Dean Robins and Brian Sorensen. “Nays”: None.
Approved this 12th day of May 2025.

Resolution 25-078 - 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 Board of Supervisors has determined \$4,500 would be an adequate stipend to compensate the Auditor, Jessica Graves, as the Budget Director for Fiscal Year 2025-26.

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 Brian Sorensen to approve the above resolution.
Ayes: All.

Resolution 25-079 - Moved by Dean Robins, seconded by Brian Sorensen, to approve the base pay wage increase for sheriff union contract of 3% for fiscal 2026.

Vote was: "Ayes": Randy Dunbar, Dean Robins, and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Resolution 25-080 - Moved by Dean Robins, seconded by Brian Sorensen, to approve an additional 3% salary increase for the Dispatch and Jailers for a total of 6% effective July 1, 2025

Vote was: "Ayes": Randy Dunbar, Dean Robins, and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Resolution 25-081 - Moved by Brian Sorensen, seconded by Dean Robins to set May 19, 2025 at 9:05 a.m. as the date and time for second public hearing for proposed ordinance #40, service "B" road maintenance.

Vote was: "Ayes": Randy Dunbar, Dean Robins and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Resolution 25-082 Moved by Brian Sorensen, seconded by Dean Robins to set May 19, 2025 at 9:10 a.m. as the date and time for second public hearing for proposed ordinance #41, service "C" road maintenance.

Vote was: "Ayes": Randy Dunbar, Dean Robins and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Resolution 25-083 - Moved by Brian Sorensen, seconded by Dean Robins to set May 28, 2025 at 9:00 a.m. as the date and time for a public hearing for vacating a portion of Doyle St. in Section 16 and 21 of Doyle Township.

Vote was: "Ayes": Randy Dunbar, Dean Robins and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Resolution 25-084 -Moved by Brian Sorensen, seconded by Dean Robins, to approve payment of claims submitted from May 6, 2025 through May 12, 2025.

Vote was: "Ayes": Randy Dunbar, Dean Robins and Brian Sorensen. "Nays": None.
Signed this 12th day of May, 2025.

Fund totals for claims as follows:

0001 GENERAL BASIC FUND	23,652.11
0002 GENERAL SUPPLEMENT FUND	297.88
0011 RURAL SERVICES BASIC FUND	54.99
0020 SECONDARY ROAD FUND	8,538.32

4100 ASSESSOR

4,695.92

Having no other agenda items, Dean Robins made a motion to adjourn, seconded by Brian Sorensen. All Ayes. Meeting adjourned at 9:26 a.m.

(Full text can be viewed in the Auditor's office or on clarkecounty.iowa.gov)

Signed: Randy Dunbar - Chairman Attest: Jessica Graves, Auditor