

# Clinton County Board of Supervisors

**Jim Irwin, Chairman**

**Dan Srp, Vice-Chairman**

**Erin George**

Clinton County Administration Building  
1900 North Third Street; Clinton, Iowa 52732  
563-244-0575      www.clintoncounty-ia.gov

PUBLIC NOTICE is hereby given that the Clinton County Board of Supervisors will meet at the following time and place: Monday, June 24, 2024, 9:00 A.M. Clinton County Law Center, Large Conference Room, 241 7<sup>th</sup> Ave. N., Clinton, IA. The public may also join the meeting on Zoom by phone by dialing 1-253-215-8782 and entering the access code 9341856401. The public may also join through the internet by following this web address: <https://zoom.us/join> Enter meeting Code: 9341856401 and then password clinton23.

- 9:00 a.m.**      Review Correspondence & Claims  
                    Call to Order – Pledge of Allegiance
- 9:15 a.m.**      Formal Action & Motions  
                    Claims Approval

## CONSENT AGENDA

- RESOLUTION 2024-162: Appointment – Recorder’s Office (Graves)
- RESOLUTION 2024-163: Appointment – Recorder’s Office (Adney)
- RESOLUTION 2024-164: Appointment – County Attorney’s Office
- RESOLUTION 2024-165: Appointment – Conservation
- RESOLUTION 2024-166: Appointment – Medical Examiner (Rogis)
- RESOLUTION 2024-167: Appointment – Medical Examiner (Everson & Schroeder)
- RESOLUTION 2024-168: Resignation – Sheriff’s Office
- RESOLUTION 2024-169: Resignation – Maintenance
- RESOLUTION 2024-170: Road closure request from the City of DeWitt for the Crossroads Triathlon
- RESOLUTION 2024-171: Appointment – Treasurer’s Office
- MOTION: Authorize the chairman to sign the cost allocation plan certification

## RESOLUTIONS

- RESOLUTION: Commitment of certain surplus funds in the County general fund balance for fiscal year 2025

## UNFINISHED BUSINESS

### GENERAL PUBLIC

### DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

### DISCUSSION WITH POSSIBLE ACTION

1. County Administration Building project update

June 24, 2024

RESOLUTION 2024-162

RESOLUTION TO AUTHORIZE TITLE ADJUSTMENT IN THE  
COUNTY RECORDER'S OFFICE FOR CARRIE GRAVES FROM CLERK II TO CLERK III

WHEREAS, the Clinton County Recorder is an elected official and the Board of Supervisors does not consider nor appoint personnel for elected officials, but need to authorize payroll for the County Auditor; and

WHEREAS, the Clinton County Recorder wishes to adjust the title for Carrie Graves from Clerk II to Clerk III; and

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, to approve the aforesaid title adjustment of Carrie Graves to the full-time position of Clerk III to the Clinton County Recorder, said position effective July 1, 2024; and

Roll Call:

Srp:            Yes    No

Irwin:        Yes    No

George:      Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-163

RESOLUTION TO AUTHORIZE TITLE ADJUSTMENT IN THE  
COUNTY RECORDER'S OFFICE FOR AMY ADNEY FROM CLERK I TO CLERK II

WHEREAS, the Clinton County Recorder is an elected official and the Board of Supervisors does not consider nor appoint personnel for elected officials, but need to authorize payroll for the County Auditor; and

WHEREAS, the Clinton County Recorder wishes to adjust the title for Amy Adney from Clerk I to Clerk II; and

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, to approve the aforesaid title adjustment of Amy Adney to the full-time position of Clerk II to the Clinton County Recorder, said position effective July 1, 2024; and

Roll Call:

Srp:            Yes    No

Irwin:        Yes    No

George:      Yes    No

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Chairperson, Jim Irwin

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-164

RESOLUTION TO HIRE VICTORIA NOEL AS A FULL TIME ASSISTANT  
COUNTY ATTORNEY AT AN ANNUAL SALARY OF \$79,234.52

WHEREAS, the Clinton County Attorney is an elected official and the Board of Supervisors does neither consider nor appoint personnel for elected officials, but needs to authorize payroll for the County Auditor; and

WHEREAS, the Clinton County Attorney's Office wishes to begin full-time employment of Victoria Noel as an Assistant County Attorney, effective July 1, 2024; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, to approve the hiring of Victoria Noel to the full-time position of Assistant County Attorney in the County Attorney's Office at an annual salary of \$79,234.52, with an effective date of July 1, 2024; and

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue biweekly paychecks from the County Attorney's General Basic Fund in payment of salary to Victoria Noel without further action of this Board.

Roll Call:

George:        Yes    No

Srp:            Yes    No

Irwin:         Yes    No

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Chairperson, Jim Irwin

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-165

RESOLUTION TO HIRE EMILY DRURY AS PART-TIME SEASONAL  
CONCESSIONS EMPLOYEE FOR THE CONSERVATION BOARD

WHEREAS, the Board of Supervisors of Clinton County, Iowa, having adopted “Regulations for Non-Union County Personnel” applicable to the employment of non-union personnel, and

WHEREAS, it is necessary to make certain changes in the regulation as to the appointment of non-union employees, now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the following changes are made:

Approve the appointment of Emily Drury for the position of seasonal concessions worker, at the rate of \$12.00 per hour, effective June 25, 2024.

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue bi-weekly paychecks on the Conservation Maintenance & Operation Fund – Wages of Temp & Part Time Employees in payment of wages without further order of the Board.

Roll Call:

George:                    Yes    No

Srp:                        Yes    No

Irwin:                     Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-166

TRANSITION EMPLOYMENT FOR DAVE ROGIS FROM  
MEDICAL EXAMINER TRANSPORTER TO INVESTIGATOR

WHEREAS, the Medical Examiner of Clinton County has determined that Medical Examiner Investigators should be hired to provide investigation services to the Medical Examiner's Office and David Rogis (contract Medical Examiner Investigator) and current Medical Examiner's Office Employee as a Medical Examiner Transporter has been determined to be appropriate to transition from Transporter to Medical Examiner Investigator; and

WHEREAS, the Board of Supervisors has determined that Medical Examiner Investigators services should be provided to the Medical Examiner's Office which is administered by the Clinton County Emergency Management Agency; now

WHEREAS, the Board of Supervisors has approved a budget to employ Medical Examiner Investigators, David Rogis will receive the following:

1. A flat rate of \$200 per call. An hourly rate of \$26.00 for work greater than 6 hours with EMA approval.
2. Mileage reimbursement per the County policy.
3. An hourly rate of \$26.00 for training or for justifiable work at the discretion of EMA.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa that David Rogis be transitioned from Medical Examiner Transporter to Medical Examiner Investigators on July 1, 2024.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-167

RESOLUTION APPOINTING JENNIFER SCHROEDER AND ERIN EVERSON  
AS CLINTON COUNTY MEDICAL EXAMINER INVESTIGATORS

WHEREAS, the Medical Examiner for Clinton County has determined the need for Clinton County Medical Examiner Investigators; and has found Jennifer Schroeder and Erin Everson qualified and appropriate for the position; and

WHEREAS, the Board of Supervisors has determined Erin Everson and Jennifer Schroeder to be qualified and appropriate to be appointed as Clinton County Medical Examiner Investigators and this appointment is contingent upon approval by the State Medical Examiner; now

THEREFORE, BE IT RESOLVED that Jennifer Schroeder and Erin Everson are appointed as Clinton County Medical Examiner Investigators effective July 1, 2024.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-168

RESOLUTION ACCEPTING THE RESIGNATION OF  
JIM PFEIFFER FROM THE SHERIFF'S OFFICE

WHEREAS, the Clinton County Sheriff has accepted the resignation of Jim Pfeiffer, as a part-time bailiff/security; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to stop issuance of biweekly paychecks on the General Basic Fund, Office of Sheriff, to Jim Pfeiffer with his last day being June 21, 2024, with accrued benefits to be paid out until June 21, 2024.

Roll Call:

George:                    Yes    No

Srp:                        Yes    No

Irwin:                     Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker



May 24, 2024

RESOLUTION 2024-169

RESOLUTION ACCEPTING THE RESIGNATION OF COREY JOHNSON AS  
COUNTY FACILITIES DIRECTOR FROM BUILDING MAINTENANCE

WHEREAS, The Board of Supervisors authorizes payroll for the Clinton County Maintenance Department: and

WHEREAS, Corey Johnson, Facilities Director, has tendered his resignation; now

THEREFORE, BE IT RESOLVED that the Board of Supervisors approves payroll to discontinue paying Corey Johnson out of the Building Maintenance budget, effective 6/28/2024:

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-170

RESOLUTION TO APPROVE ROAD CLOSURE REQUEST  
FOR CROSSROADS TRIATHLON ON JULY 20, 2024

WHEREAS, Clinton County has received a completed request form for temporary road closure as follows:

Request From:	DeWitt Crossroads Triathlon (City of DeWitt)
Purpose of Closure:	Triathlon
Date & Time:	Saturday, July 20, 2024; 8:00 A.M.-11:00 A.M. (Approx.)
Roads Involved:	Lake Killdeer 330 <sup>th</sup> Avenue to 245 <sup>th</sup> Street to DeWitt to Y-70 from DeWitt to 190 <sup>th</sup> Street

THEREFORE BE IT RESOLVED that the Clinton County Board of Supervisors, in a spirit of cooperation do hereby approve the aforementioned road closures for the above specified time and the event sponsor has requested that the Secondary Road Department provide the proper road closure signage and the Secondary Road Department will not be reimbursed by the City of DeWitt.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

RESOLUTION 2024-171

RESOLUTION TO DEPUTIZE KRYSTAL VAWTER

WHEREAS, the Treasurer of Clinton County, Dustin Johnson has deputized Krystal Vawter as a Treasurer, Second Deputy effective on June 24, 2024.

WHEREAS, it is necessary for the Board of Supervisors to approve all deputies; now

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that Krystal Vawter assumes the role of Treasurer, Second Deputy positioned at 20% of band B24, an adjustment from B25 as agreed based off recommendation from Clinton County HR; and

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue bi-weekly warrants on the Treasurer Fund 0001-03-8100-000-10000 in payment of salaries without further order of the Board.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign the certificate of cost allocation plan for fiscal year 2025.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

MOTION: \_\_\_\_\_

June 24, 2024

RESOLUTION 2024-

RESOLUTION TO COMMIT CERTAIN SURPLUS FUNDS IN THE COUNTY GENERAL  
FUND BALANCE FOR FISCAL YEAR 2025

WHEREAS, the Government Accounting Standards Board (GASB) has issued its Statement No. 54, Fund Balance Reporting and Government Fund Type Definitions, requiring, among other things, all state and local governmental entities to adopt a resolution committing General Fund balance resources for various purposes; and

WHEREAS, Clinton County receives property taxes, state-aid funding and other revenues; and

WHEREAS, it is the intent of the Clinton County Board of Supervisors to adopt this resolution to restrict and commit the fund balance resources of the General Fund in accordance with Generally Accepted Accounting Principles (GAAP) and GASB 54; now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa that it commits the following funds for Fiscal Year 2025:

- Information Technology – Uniform Patrol Services
  - \$41,710 toward squad car computers
  - \$28,350 toward INCODE software maintenance
- Conservation
  - \$64,000 toward building maintenance
  - \$12,000 toward park maintenance
  - \$2,900 toward heavy equipment purchase

Roll Call:

George:        Yes    No

Srp:            Yes    No

Irwin:         Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

June 24, 2024

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign the time and materials contract with Valley Construction for the remodel of the County Treasurer's Office

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

MOTION: \_\_\_\_\_