

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, JANUARY 8, 2024 10:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center. Present: Chairperson Running-Marquardt, Vice Chairperson Rogers and Supervisor Zumbach. Board members voting "AYE" unless otherwise noted.

Chairperson Running-Marquardt called the meeting to order.

Motion by Running-Marquardt, seconded by Rogers to approve minutes of January 3, 2024 as printed.

Motion by Rogers, seconded by Zumbach to add the following Emergency Agenda Item:
Review policy and procedures with the upcoming weather event.

Darrin Gage, Dir. of Policy & Admin., gave a recap of the current policy and procedure with regard to the upcoming weather event. He will bring an update to the Board next week regarding recent changes involving OPTIONS and ice events.

Charlie Nichols, Planning & Development, presented amendments to the Dows Farm Purchase Agreement regarding the Governing Board and easement. The Board will approve on Wednesday's Consent Agenda.

Darrin Gage discussed with the Board changing the hours of operation for the Board, Finance & Budget and Communications. They also discussed officially changing the hours of the Public Service Center now that all department hours are 7:30 a.m. – 4:30 p.m. Additional clarification of the Treasurer's office and lobby hours will be made.

Motion by Rogers, seconded by Zumbach to approve changing the hours of operation for the Board of Supervisors, Finance & Budget and Communications as well as the Public Service Center to 7:30 a.m. – 4:30 p.m.

Motion by Rogers, seconded by Zumbach to approve Employment Change Roster (payroll authorizations) as follows:

AUDITOR'S OFFICE

Account Technician	Deanna Hood	New hire – FT 01/22/24 58A \$25.79 Replaces B. Nemeth
--------------------	-------------	---

COUNTY ATTORNEY'S OFFICE

Juvenile Division Head	Kelly Kaufman	Promotion 12/30/23 \$122,393.80 - Replaces L. Heeren
------------------------	---------------	--

FACILITIES

Custodian	Andrea Geissler	Step increase/contract_ 02/07/24 10C \$19.81 + \$.50 – 10D \$20.40 + \$.50
-----------	-----------------	--

Custodian	Shawn Marsden	Step increase/contract 02/20/24 10B \$19.05 + \$.25 – \$19.81 + \$.25
-----------	---------------	---

PUBLIC HEALTH

HIV/HCV/STI Outrch Coor	Ann Herber-Downey	Step increase/contract 01/10/24 39C \$34.37 – 39D \$36.16
-------------------------	-------------------	---

ENGINEERING

Light Equip Oper	Kurt Smith	New hire – FT 01/22/24 17A \$23.49 Replaces B. Wood
Light Equip Oper	Winston Sanders	New hire – FT 01/22/24 17A \$23.49 Replaces A. King
Engineering Tech I	Michael Schirmer	End of probation 01/16/24 17A \$23.49 – 17B \$24.37

Public Comment: Christofer Barther, US Marshall's office, addressed the federal prisoner contract with the Sheriff and that prisoners are to be out of the Jail by the 20th. He will answer any of their questions.

Motion by Rogers, seconded by Zumbach to approve Claims dated 1/5/24 for payroll deductions checks #71013330-#71013334 in the amt. of \$445.00, ACH in the amt. of \$21,691.41, EFT Wire in the amt. of \$18,654.59, and ACH Wire in the amt. of \$2,058,293.69 for a total of \$2,099,084.69.

The Board recessed at 10:15 a.m. and reconvened at 1:30 p.m. for FY 2025 Budget Review. Present: Dawn Jindrich, Finance Dir. and Sara Bearrows, Budget Dir.

State Welfare – FY 25 total appropriations of \$297,257 and revenues of \$98,422. The State Welfare budget is under the Board's guidelines by \$9,820. Expenditures were adjusted and reduced based on actual amounts from FY 24 and expected changes in copier leases.

Matt Majeski presented budget.

Motion by Rogers, seconded by Zumbach to approve State Welfare FY 25 total appropriations of \$297,257 and revenues of \$98,422.

Treasurer - FY 25 total appropriations of \$4,312,167 and revenues of \$5,051,810. The FY 25 Treasurer's proposed budget exceeds guidelines by \$56,877 primarily due to postage increases.

Treasurer Oleson stated that his Chief Deputy Kelly Geater will retire in May. He thanked her for her service. Deputy Tracy Houdeshell will take the Chief Deputy position.

Deputy Geater presented the budget including the Offer for a Universal Clerk - \$89,983.28.

Supervisor Rogers stated that he wants to put on record that he has served with Treasurer Oleson for years and is impressed how he interfaces with his staff as well as what he has done to enhance the culture in that department. He recognized Oleson's efforts to connect with his employees (cookouts, sporting events and activities) to make employees feel like they belong. He is really impressed with his leadership but also the team that is surrounding him. He also thanked Deputy Geater for her years of service.

Deputy Houdeshell presented KPI's (Key Performance Indicators).

Supervisor Zumbach also thanked Deputy Geater for all her help and thanked Treasurer Oleson for giving them a heads up and all their hard work.

Motion by Zumbach, seconded by Rogers to approve Treasurer FY 25 total appropriations of \$4,312,167 and revenues of \$5,051,810.

Discussion: Supervisor Rogers discussed next steps for filling Deputy position.

Chairperson Running-Marquardt also thanked Deputy Geater for her years of service to Linn County.

VOTE: All Aye.

Facilities – FY25 total appropriations of \$3,152,075 and revenues of \$0. The proposed FY25 Facilities budget exceeds guidelines by a net increase of \$64,315. The FY25 operating budget will decrease by \$179,685 from the FY 24 original budget, offset by increases in chargebacks to the departments of \$244,000.

Luke Fischer, Facilities Mgr., presented the budget and Offer, a.50 FTE Administrative Assistant (he needs to fill out the Offer form).

Motion by Zumbach, seconded by Rogers to approve Facilities FY25 total appropriations of \$3,127,075 and revenues of \$0.

Jindrich stated that she talked to each board member offline about the tax levy rates. She also spoke to someone from Scott County. She is waiting on the last few budgets noting that they had a setback. All of the salaries and benefits were wiped out last Thursday night. HR is adding it all back in and should be fixed soon.

Chairperson Running-Marquardt thanked Jindrich and Bearrows for all the hard work they have done. They are helping the Board navigate plus working weekends and late nights.

Adjournment at 2:39 p.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor
And: Amanda Hoy, Executive Assistant

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors