

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, MAY 13, 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 Rogers, seconded by Zumbach to approve claims dated 05-10-2024 for Payroll Deduction Checks No. 71014491 to 71014495 in the amount of \$642.58; ACH in the amount of \$23,448.30; an EFT wire in the amount of \$21,746.31; and a wire in the amount of \$2,089,225.28 for a total of \$2,135,062.47.

Darrin Gage, Dir. of Policy & Amin., presented a proposed Ingress/Egress and Utility Easement Agreement between Linn County and Matthew and Melanie Chervek for Linn County-owned property bordering Spruce Avenue SE, Cedar Rapids, Iowa. Gage stated that this is a unique property situation, and this agreement is the best way to achieve what the Chervek’s are after. They want to keep the land in the forest reserve but also do an off-leash dog park by appointment only. Linn County acquired the property in 1944 when it was unincorporated Linn County and he believes the intent was to extend Spruce Avenue but that was not done, and the property is now in Cedar Rapids city limits. The Chervek’s want to buy the 16’ strip or access it another way. Staff have proposed an easement and they have worked with Brain Engineering to do the survey. In exchange, Chervek’s will take care of snow removal, etc.

Supervisor Zumbach questioned utilities and Gage responded there are no utilities involved. If utilities needed to be installed it would be a separate process since it is in Cedar Rapids city limits. The Chervek’s request is simply for access.

Supervisor Running-Marquardt asked if the entire parcel was surveyed, and Gage responded yes.

Zumbach also asked what kind of responsibility the county would have if there were issues between dogs. Gage responded that a hold harmless would be required along with insurance. The Board will approve Wednesday.

Gage also presented a Vacancy Form requesting a full-time Administrative Specialist for the Linn County Board of Supervisors, noting that this is a new full-time position that is replacing a full-time Administrative Assistant I position. The pay grade is 24 as proposed and was based off a salary study that was done. The Deputy Dir. position was eliminated but left money to fund this position.

Supervisor Running-Marquardt added that this position has been doing the work of a pay grade 24 and she appreciates Lisa Powell and Gage moving forward with this. The Board will approve Wednesday.

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

<u>FACILITIES</u>		
Custodian	David Dill	Transfer to Purchasing 5/24/24
Custodian	Ichane Betre	New hire 5/28/2410A \$18.46+\$.25 PT, 20 hrs/wk Repl B.
Longstreet		
<u>SHERIFF’S OFFICE</u>		
Admin. Secretary	Debra Chase	Termination/retirement 6/28/24
<u>LIFTS</u>		
LIFTS Driver	Cassie Nash	New hire 5/13/24 55A \$20.42
<u>COMMUNITY SERVICES</u>		
Child Care Worker	Jette Bounds	New hire 5/28/24 48A \$12.33 20 hrs/wk Repl R. Mahnke
<u>VETERAN AFFAIRS</u>		
Intake Technician	Kaleigh Gallagher	New hire 5/28/24 55A \$20.42 Replaces K. Davis
<u>ENGINEERING</u>		
Light Equip. Operator	Nathan Takes	Termination/resignation 5/10/24
Design Engineer	Austin Bain	Step increase/contract 6/3/24 40B \$42.03–40C \$44.31

Adjournment at 10:10 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Amanda Hoy, Executive Assistant

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors