

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, DECEMBER 2, 2024 10:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center. Present: Chairperson Running-Marquardt and Vice Chairperson Rogers. Absent: Supervisor Zumbach (personal business). 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 November 25, 2024 as printed.

Motion by Rogers, seconded by Running-Marquardt to approve accounts payable check dated 12/2/24 #71016277 in the amount of \$10.00.

Motion by Running-Marquardt, seconded by Rogers to open a public hearing on an ordinance amending the Code of Ordinances by amending provisions in Chapter 107, Unified Development Code, relating to detached accessory structure size and height limits primarily in residential zoning districts. Proof of publication was presented. There were no oral or written objections.

Stephanie Lientz, Planning & Development, presented and explained the code changes.

Motion by Rogers, seconded by Running-Marquardt to close public hearing.

Motion by Rogers, seconded by Running-Marquardt to approve upon first consideration an ordinance amending the Code of Ordinances, Linn County, Iowa by amending provisions in Chapter 107, Unified Development Code, relating to detached accessory structure size and height limits primarily in residential zoning districts.

Motion by Running-Marquardt, seconded by Rogers to remove the following from the agenda: Public Hearing for Dows Farm Agri-Community Addition, preliminary plat request for 158 lots on approximately 96.39 acres. Linn County, owner, Dows Agri-Community Development LLC, petitioner. CasePP24-0003.

Lientz recapped the Board's discussion of November 4 regarding proposed amendments to the Governing Plan for Dows Farm Agri-Community. The Planning & Zoning Commission signed a resolution on November 18, and everything previously discussed still stands.

Motion by Running-Marquardt, seconded by Rogers to approve proposed amendments to the Governing Plan for Dows Farm Agri-Community.

Charlie Nichols, Planning & Development Dir., presented the Linn County Internal Parcel Classification Project stating that an interdepartmental team of Linn County employees undertook a project to review and categorize all parcels owned by Linn County. The team was comprised of members from Planning & Development, Auditor's Office, GIS, Risk Management, Facilities, Conservation Secondary Roads and Board's staff. Together, they assessed over 300 parcels to understand their current status, use and any development restrictions, aiming to consolidate and improve access to this information. They organized these parcels by their specific use and function, identifying 24 parcels that did not serve a particular purpose. For each of the 24 parcels, they conducted in-depth research to ensure they were free from any liability risks and positioned for potential transfer if a buyer expressed interest. This phase required thorough investigation and two parcels within Palisades-Kepler State Park were eventually transferred to the IDNR. Overall, the project resulted in a significant improvement in record-keeping and accessibility of information.

Jason Siebrecht, GIS Coordinator, stated that his team developed a centralized, searchable dashboard where all data on county-owned parcels is now stored and accessible to Linn County departments. This dashboard enables the County to make informed decisions about property management and potential divestment opportunities. The dashboard will continue to evolve and incorporate value and opportunities.

Chairperson Running-Marquardt stated that there were two different projects. One was the mapping of Linn County buildings by the GIS team. They were looking at buildings that Linn County owned including square footage and HVAC. This helps with insurance/facilities/contractors/architects to have one source. The second part was everyone working together to identify all county owned properties (with and without buildings). Auditor Joel Miller talked to her about this when she started working for Linn County and what he had envisioned. The land parcel piece cleaned up and labeled property parcels owned by Linn County and mitigated Linn County's risk. They now know what Linn County owns and have properly organized and titled them. She thanked the following team members that made this a success: Jason Siebrecht, Charlie Nicholes, David Rice, Laura Everitt, Jessie Black, Darrin Gage, Steve Estenson, Conservation & Secondary Roads staff, Luke Fischer and Bev Hayden. They are also working on assessing and analyzing leased space to look for efficiencies and will continue with internal mapping of county owned buildings.

Nichols also recognized Chairperson Running-Marquardt for bringing eight departments together and for coordinating this project. They are better stewards of taxpayer's dollars because of this project.

Public Comment: Supervisor Rogers read a letter submitted last week from Kelly Merta which recapped her involvement and engaging in county government which began in the Spring of 2021. She has made several public comments during Board meetings ranging from budgets, to solar and the utility commission. She also provided feedback regarding the county's budget process and asked that the Board expand the lens of things they look at and consider.

Motion by Running-Marquardt, seconded by Rogers to approve the following Payroll Authorizations:

BOARD OF SUPERVISORS

Supervisor Brandy Zumbach Meisheid Corrected effective/hire date 01/02/25

AUDITOR'S OFFICE

Auditor Joel Miller Corrected effective/termination date

Auditor Todd Taylor Corrected effective/hire date 01/02/25

RECORDER'S OFFICE

Recording Specialist Cassandra Snyder
07/01/25 Correction – no step increase until
Effective 11/30/24

COUNTY ATTORNEY'S OFFICE

Secretary Jennifer Pirc Termination/resignation 12/05/24

SHERIFF'S OFFICE

Communications Oper. Taylor Cerka New hire – FT 12/09/24 CB \$28.25

Replaces K. Springer

Communications Oper. Alexa Ulrich New hire – FT 12/09/24 CB \$28.25

Replaces E. Atwood

Communications Oper. Wendy Duffie New hire – FT 12/09/24 CB \$28.25

Replaces C. Whitmore

COMMUNITY SERVICES

Cook Diane Rowe Step increase/contract 12/01/24 54D

\$22.89 – 54E \$24.20

Direct Support Staff Brenda Anderson Step increase/contract 12/11/24 56B

\$23.99 – 56C \$25.34

Direct Support Staff Caleb Fitten
56B \$23.99 End of probation 12/16/24 56A \$22.84 –

JUVENILE DETENTION

Youth Leader Kristi Powlishta Termination of FT position/transfer to

on-call 11/23/24 55E \$26.10 – 56A \$21.24

Youth Leader Melissa Zehr New hire – PT 12/09/24 55A \$21.24 16

hrs/wk Replaces D. Pieper

PUBLIC HEALTH

Account Technician Denise Allison Step increase/contract 12/13/25 58D

\$31.35 – 58E \$33.06

Adjournment at 10:27 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor

By: Rebecca Shoop, Deputy Auditor

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors