

LINN COUNTY BOARD OF SUPERVISORS  
CEDAR RAPIDS, LINN COUNTY, IOWA  
MONDAY, DECEMBER 16, 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 December 9 & 11, 2024 as printed.

Dennis Goemaat, Conservation Dir., presented a Vacancy Form for one full-time Natural Resources Vegetation Management Specialist for Linn County Conservation (upgrade from Resource Tech.). Funds have been identified and there will be no budget impact. The Board will approve on Wednesday.

Sheriff Gardner presented a Vacancy Form for one full-time Deputy for the Linn County Sheriff. They have reached an agreement with the US Marshall to resume housing Federal prisoners. The fee will be increased from \$80/day to \$140/day. Additional requirements necessitate one additional Deputy Sheriff for transportation. The Board will approve on Wednesday.

Luke Fischer, Facilities Dir., presented a proposal between Linn County and Tri-City Electric Co to complete electrical work for the EMA building at 2957 HWY 13, Marion in the amount of \$21,973 (ARPA funding). The Board will approve on Wednesday.

Chairperson Running-Marquardt stated that she drove by the overflow shelter this weekend and it wouldn't be possible without the Facilities Dept. and she appreciates that work and all the work they do around the county.

Cara Matteson, Sustainability Prog. Dir., presented a Tree Planting grant application for \$27,840 and associated quote by Trees Forever for tree planting services on Linn County properties. No match is required. The Board will approve on Wednesday.

Stephanie Lientz, Planning & Development, presented a Resolution to Amend the Application Fee Schedule for Linn County Planning & Development. This ties into a code amendment and they want to be able to account for staff time reviewing requests as well as notification of neighbors. This will be a \$100 fee for the new process. The Board will approve on Wednesday.

Charlie Nichols, Planning & Development Dir., recapped the ordinance amending Chapter 14 pertaining to Hazardous Liquid Pipelines. Two minor changes were made since the first reading: 1) Applicant is responsible for public and private drainage repair; and 2) Linn County shall select and hire a professional engineer to review plan and conduct on-site inspections.

Discussion continued regarding the lack of public interest in this issue and lack of media coverage.

Motion by Running-Marquardt, seconded by Rogers to approve second consideration of An Ordinance Amending Chapter 14 of the Code of Ordinances, Linn County, Iowa, by Adding Thereto a New Article IV Pertaining to Hazardous Liquid Pipelines.

Motion by Running-Marquardt, seconded by Zumbach to open public hearing on the plans, specifications, form of contract, and estimated total cost for the Dows Farm Barn Demolition Project. Proof of publication was presented. There were no oral or written objections.

Darrin Gage, Dir. of Policy & Admin., presented the details of project.

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

Motion by Running-Marquardt, seconded by Zumbach to open public hearing on the plans, specifications, form of contract, and estimated total cost for the Linn County Secondary Road/Engineering Barn Demolition Project. Proof of publication was presented. There were no oral or written objections.

Darrin Gage, Dir. of Policy & Admin., presented the details of project.

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

Motion by Running-Marquardt, seconded by Zumbach to adopt Resolution 2024-12-190  
A RESOLUTION GRANTING FINAL APPROVAL AND CONFIRMING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED TOTAL COST FOR THE DOWS FARM BARN DEMOLITION PROJECT

WHEREAS, the Linn County, Iowa Board of Supervisors ("Board") on November 20, 2024, approved, in preliminary form, the proposed plans, specifications, form of contract, and estimated total project cost ("Contract Documents") prepared by Martin Gardner Architecture ("Architect") for the Dows Farm Barn Demolition Project ("Project"); and

WHEREAS, Linn County, at the direction of the Board, published a Notice of Public Hearing on the Contract Documents in accordance with Iowa Code Section 331.305 and Iowa Code Chapter 26; and WHEREAS, the Board conducted a public hearing on the Contract Documents on December 16, 2024, in accordance with the published Notice of Public Hearing.

BE IT THEREFORE RESOLVE that the Board hereby grants final approval to the Contract Documents referenced in this Resolution and confirms the prior Board action granting preliminary approval to the Contract Documents and finding the Project necessary and desirable.

Motion by Running-Marquardt, seconded by Zumbach to adopt Resolution 2024-12-191

A RESOLUTION GRANTING FINAL APPROVAL AND CONFIRMING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED TOTAL COST FOR THE LINN COUNTY SECONDARY ROAD/ENGINEERING BARN DEMOLITION PROJECT

WHEREAS, the Linn County, Iowa Board of Supervisors ("Board") on November 20, 2024, approved, in preliminary form, the proposed plans, specifications, form of contract, and estimated total project cost ("Contract Documents") prepared by Martin Gardner Architecture ("Architect") for the Linn County Secondary Road/Engineering Barn Demolition Project ("Project"); and

WHEREAS, Linn County, at the direction of the Board, published a Notice of Public Hearing on the Contract Documents in accordance with Iowa Code Section 331.305 and Iowa Code Chapter 26; and WHEREAS, the Board conducted a public hearing on the Contract Documents on December 16, 2024, in accordance with the published Notice of Public Hearing.

BE IT THEREFORE RESOLVE that the Board hereby grants final approval to the Contract Documents referenced in this Resolution and confirms the prior Board action granting preliminary approval to the Contract Documents and finding the Project necessary and desirable.

Gage opened and announced bid proposals for the Dows Farm Barn Demolition Project.

Motion by Running-Marquardt, seconded by Zumbach to refer bid proposals for the Dows Farm Barn Demolition Project to Linn County staff and the project architect for review and tabulation.

Gage opened and announced bid proposals for the Linn County Secondary Road/Engineering Barn Demolition Project.

Motion by Running-Marquardt, seconded by Zumbach to refer bid proposals for the Linn County Secondary Road/Engineering Barn to Linn County staff and the project architect for review and tabulation.

The Board discussed right-of-way dedication conditions pertaining to the residential parcel split, or "farmstead split," land division process.

Supervisor Zumbach stated that he asked that this topic be placed on the agenda to address challenges that occur when an active farm is passed down to other generations. He has talked about this in the past and stated that it is not necessary to dedicate right-of-way.

Charlie Nichols presented a current case as an example that demonstrates this exact issue.

Monica Price, Monticello, stated that the example presented used to be her home. It is a Century Farm and her son wants to own the house. She stated that given their location, the road will never be paved.

Chairperson Running-Marquardt thanked Mrs. Price for coming to the meeting and for sharing her story. If the Board makes this change and it looks like it's being abused, they could look at it again. She trusts that Nichols is willing to monitor and make them aware if that is happening. She supports making it easier to pass an active family farm to the next generation.

Supervisor Rogers stated that it is these kinds of discussions that remind him of why this level of government is important. A lot of policies and practices fit neatly 90% of the time but sometimes 10% come to their attention that bring about a different perspective and flexibility is needed.

Nichols noted that the County Engineer had concerns about this change. A Resolution making this change will be presented for approval on Wednesday.

Public Comment: Supervisor Zumbach congratulated his wife, Deb Zumbach, as Vice President of the Iowa State Fair Board. He is very proud of her.

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

TREASURER'S OFFICE

Universal Clerk      Robert Jett  
Universal Clerk      Marie Chahine  
56C \$25.34

Corrected position from 12/9/24 roster 12/13/24  
Step increase/contract 01/08/25 56B \$23.99 –

FACILITIES

|                            |                   |                                                  |
|----------------------------|-------------------|--------------------------------------------------|
| Custodian                  | Nadine Yemba      | End of probation 01/19/25 10A \$19.20 + \$ .25 – |
| 10B \$19.81 + \$ .25       |                   |                                                  |
| Custodian                  | Veralia Niyonzima | Step increase/contract 01/22/25 10B \$19.81 + \$ |
| .25 – 10C \$20.60 + \$ .25 |                   |                                                  |

SHERIFF'S OFFICE

|                       |                  |                                             |
|-----------------------|------------------|---------------------------------------------|
| Deputy Sheriff        | Samuel Olson     | Transfer from Correctional Center to Patrol |
| 12/28/24              |                  | D4 \$39.65 – D4 \$39.20                     |
| Communications        | Brenda Munier    | Step increase/contract 01/13/25             |
|                       |                  | C4 \$31.46 – C5 \$32.62                     |
| Admin. Secretary      | Ginger Kaestner  | Termination/retirement 01/03/25             |
| Collec. & Acctng Spec | Amy Cornell      | End of probation 01/14/25 57A \$24.74 – 57B |
| \$26.09               |                  |                                             |
| Deputy Sheriff        | Matthew Schefers | Transfer from Patrol to Detention 12/28/24  |
| D7 \$42.58            |                  |                                             |

JUVENILE DETENTION

|                        |                |                                         |
|------------------------|----------------|-----------------------------------------|
| Youth Counselor        | Gregory Pauly  | Termination/resignation 12/06/24        |
| JDDS Supervisor        | Bob Miller     | New hire – FT 01/06/25 Gr 25 \$31.50/hr |
| Replaces A. Neff Brake |                |                                         |
| Tracker                | Chad Underwood | Termination/resignation 12/07/24        |

ENGINEERING

|                       |                  |                                         |
|-----------------------|------------------|-----------------------------------------|
| Light Equip. Oper.    | Brandon Buehler  | Termination/deceased 12/11/24           |
| Clerical Specialist   | Ashton Fiser     | End of probation 12/16/24 55A \$21.24 – |
| 55B \$22.28           |                  |                                         |
| Traffic Tech Aide     | Chad Wendt       | Step increase/contract 01/14/25 19C     |
| \$28.38 – 19D \$29.38 |                  |                                         |
| Light Equip Oper.     | Kurt Smith       | Step increase/contract 01/22/25 17B     |
| \$25.34 – 17C \$26.27 |                  |                                         |
| Light Equip Oper.     | Winston Sanders  | Step increase/contract 01/22/25 17B     |
| \$25.34 – 17C \$26.27 |                  |                                         |
| Light Equip. Oper.    | Sethlun Allender | End of probation 01/28/25 17A \$24.43 – |
| 17B \$25.34           |                  |                                         |

Motion by Running-Marquardt, seconded by Zumbach to re-appoint Maura Pilcher, Nancy Kraft, and Matt Kenney to the Linn County Historic Preservation Commission for a three-year term, expiring December 31, 2027.

Motion by Running-Marquardt, seconded by Zumbach to re-appoint Ted Beuter and Christine Hodel to the Building Board of Appeals for a three-year term expiring December 31, 2027.

Motion by Running-Marquardt, seconded by Zumbach to re-appoint Erik Munson and Matt Shaver to the Electrical Board of Appeals for a three-year term expiring December 31, 2027.

The Board recessed at 10:41 a.m. and reconvened at 1:30 p.m. to review FY 26 budgets.  
Also present: Dawn Jindrich, Finance Dir.; Sara Bearrows, Budget Dir.; Dustin Peterson, Veteran Services Dir. and Cara Matteson, Sustainability Dir.

Veteran Services – Bearrows stated that appropriations total \$682,587 and revenues are \$18,000. The budget meets guidelines.

Dustin Peterson presented his budget in detail including an Offer of an Income Maintenance Worker.

Supervisor Zumbach stated that Peterson works tirelessly to bring services to veterans and that reflects on Linn County. He appreciates that and it has been a pleasure to work with him and thanked him for his service.

Supervisor Rogers asked if Peterson anticipates any changes with the new administration.

Peterson responded that politically he does not anticipate a lot of impact. However, procedurally there is some discussion.

Chairperson Running-Marquardt stated that she was fortunate to attend Supervisors and Veteran Services training. Linn County has a very good working relationship with their Veteran Services Dir. which is not the case with a lot of counties. She really appreciates Peterson and his work and they will do what they can to make things work.

Motion by Zumbach, seconded by Rogers to approve Veteran Services preliminary FY26 appropriations in the amount of \$682,587 and revenues of \$18,000.

Sustainability - Bearrows stated that appropriations total \$173,535. The budget meets guidelines.

Cara Matteson presented her budget in detail including Key Performance Indicators and office remodel.

Supervisor Zumbach stated that he looks forward to seeing how this department progresses.

Motion by Running-Marquardt, seconded by Rogers to approve Sustainability preliminary FY26 appropriations in the amount of \$173,535.

Civil Service – Bearrows stated that appropriations total \$20,283 and budget meets guidelines.

Motion by Rogers, seconded by Zumbach to approve Civil Service FY26 appropriations in the amount of \$20,283.

Adjournment at 2:27 p.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor  
By: Rebecca Shoop, Deputy Auditor

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson  
Board of Supervisors