

Pottawattamie County Board Of Supervisors Minutes

POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS PROCEEDINGS

March 18, 2025
MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Belt presiding.

PLEDGE OF ALLEGIANCE

Chairman Belt read the Public Comment Policy statement.

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Miller, and seconded by Shea, to approve:

A. March 11, 2025, Minutes as read.

B. Renewal of Class C Retail Liquor License, granting privileges of Class C Liquor License/Outdoor Service for BT Links LLC d/b/a Bent Tree Golf Club, Council Bluffs.

C. Jail – Employment of Alizia Coursey and Daniel Stout as Detention Officers.

D. Jail – Employment of John Perez as a Registered Nurse.

E. Secondary Roads – Employment of Chase Rea as a Bridge Technician I.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Introduce New Hires to Board

• Chase Rea/Secondary Roads

Motion by Miller, second by Shea, to grant permission for Director of Community Services to sign Disability Access Point contract with Iowa Department of Health and Human Services.

UNANIMOUS VOTE. Motion Carried. Motion by Shea, second by Jorgensen, to approve the following job descriptions: Assistant Project Manager and Project Manager.

AYES: Belt, Miller, Shea, Jorgensen. NAYS: Wichman. Motion Carried.

Motion by Miller, second by Shea, to approve and sign the Health Services Building Change Order #01.

UNANIMOUS VOTE. Motion Carried.

Motion by Jorgensen, second by Shea, to approve and authorize the Board to sign Resolution No. 12-2025; entitled: A Resolution in of the Proposed Annexation of 473 Acres (M/L) of Land, Legally described as Being Part of Sections 29-74-43 and 32-74-43, Pottawattamie County, Iowa and Part of Sections 5-73-43 and 6-73-43, Mills County, Iowa, as Shown in Exhibits “A” and “B” and presented to the City of Council Bluffs, Iowa, Utilizing the 80/20 Voluntary Annexation Including Land without the Consent of the Land Owners in a Non-Urbanized Area.

RESOLUTION 12-2025
A RESOLUTION IN SUPPORT OF THE PROPOSED ANNEXATION OF 473 ACRES (M/L) OF LAND, LEGALLY DESCRIBED AS BEING PART OF SECTIONS 29-74-43 AND 32-74-43, POTTAWATTAMIE COUNTY, IOWA AND PART OF SECTIONS 5-73-43 AND 6-73-43, MILLS COUNTY, IOWA, AS SHOWN IN EXHIBITS 'A' AND 'B' AND PRESENTED TO THE CITY OF COUNCIL BLUFFS, IOWA, UTILIZING THE 80/20 VOLUNTARY ANNEXATION INCLUDING LAND WITHOUT THE CONSENT OF THE LAND OWNERS IN A NON- URBANIZED

AREA.
WHEREAS, the City of Council Bluffs, Iowa (“City”) has presented Pottawattamie County (“County”) with an Application for Voluntary Annexation to the City from five property owners wishing to be annexed into the City of Council Bluffs, Iowa; and

WHEREAS, the Iowa Code §368.7(1) (a) allows for the City to receive up to 20% additional territory without the consent of the property owners to create uniform boundaries; and

WHEREAS, the City wishes to annex the real estate legally described in Exhibit A and as shown in the map described in Exhibit B and is within two miles of the City corporate limits; and

WHEREAS, pursuant to Iowa Code §368.7(1)(b)(2), a resolution is required from the Board of Supervisors of the County for which proposed real estate is to be annexed; and

WHEREAS, the Board of Supervisors support the proposed annexation as outlined in Exhibits A and B to be incorporated into the City of Council Bluffs, Iowa.

BE IT RESOLVED

The Board of Supervisors of Pottawattamie County, Iowa, that the attached Application for Annexation of the real estate described in Exhibit A to the City of Council Bluffs, Iowa, be found to conform to Iowa Code §368.7(1)(a), as voluntary annexation of territory.

BE IT FURTHER RESOLVED

The Board of Supervisors herby support the attached Application for Annexation to the City of Council Bluffs, Iowa which would incorporate the area legally described in Exhibit A into the City of Council Bluffs, Iowa.

ADOPTED AND APPROVED: March 18, 2025

ROLL CALL VOTE

Scott Belt, Chairman

Tim Wichman

Susan Miller

Brian Shea

Jeff Jorgensen

ATTEST: Mary Ann Hanusa, County Auditor

Roll Call Vote: AYES: Wichman, Miller, Shea, Jorgensen. NAYS: Belt. Motion Carried.

3. OTHER BUSINESS

Motion by Wichman, second by Shea, to deny the Western Iowa Tourism annual county membership dues for FY 2025/26

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Shea, to approve the following process as stated in the letter written by Matt Wilber for ICAP.

UNANIMOUS VOTE. Motion Carried.

4. COMMITTEE APPOINTMENTS

Update from Board members on Committee meetings from the past week.

5. RECEIVED/FILED

A. Out of State Travel Notification(s):

1) Conservation – Out of State Travel Notification for Daniel Borgalla.

2) Public Health – Out of State Travel Notification for Akeem Banister.

B. Report(s):

1) Auditor - Arbitrage Rebate Report through February 28, 2025.

2) Sheriff Report of Fees Disbursed and Collected for February 2025.

6. PUBLIC COMMENTS

No public comment.

7. STUDY SESSION

Peggy Becker, Administrator, Veteran Services appeared before the Board to discuss the Veteran Services.

Discussion only. No Action Taken.

8. ADJOURN

Motion by Shea, second by Miller, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT

TO CALL AT 11:54 P. M

Scott Belt, Chairman

ATTEST: Mary Ann Hanusa, Auditor

POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS PROCEEDINGS

March 25, 2025

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Belt presiding.

PLEDGE OF ALLEGIANCE

Chairman Belt read the Public Comment Policy statement.

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Miller, and seconded by Shea, to approve:

A. March 18, 2025, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Introduce New Hires to Board

• Alizia Coursey, Daniel Stout, and John Perez/Jail

The following individuals appeared before the Board for recognition and appreciation for the work they did together to make timekeeping and payroll processing more efficient: Rikayla Redding, Brandy Brensel, and Veronica Burson from Sheriff's Office; Tina Treantos, Secondary Roads; Gina Hatcher and Audrey Chapin, Payroll; and David Bayer, IT.

Discussion only. No Action Taken.

Bethany Wilcoxon/Senior Advisor, McClure appeared before the Board to give an update on Minden's recovery.

Discussion only. No Action Taken.

Motion by Shea, second by Miller, to approve and authorize Board Chairman to sign letter of support for the Minden Meat Market.

UNANIMOUS VOTE. Motion Carried.

Jeff Lorenz/Cost Advisory Services, Inc appeared before the Board for an update on what Cost Advisory Services does and why they do it.

Discussion only. No Action Taken.

Motion by Shea, second by Jorgensen, to approve and authorize Board to sign Planning and Zoning Resolution No. 2025-01 entitled: Final Plat of Freedom Hills, a subdivision situated in Crescent Township.

PLANNING AND ZONING

RESOLUTION NO. 2025-01

WHEREAS, this Board had approved the preliminary plat of Freedom Hills, a residential subdivision situated in Crescent Township, by approval of Planning and Zoning Resolution No. 2024-06, dated August 13, 2024; and

WHEREAS, the final plat and supporting documents required by Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, has been filed with this Board for its study and consideration under Case #SUB-2024-04; and

WHEREAS, this Board has examined the final plat and has found they are in substantial compliance with the approved preliminary plats; and

WHEREAS, after careful study, and due consideration this Board has determined that the final plat and supporting documents conform to the requirements of Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and it has deemed it to be in the best interest of

Pottawattamie County, Iowa, to approve the final plats.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA: That the final plat of Freedom Hills, a residential subdivision in Pottawattamie County, Iowa, be, and the same is hereby approved as the final plat of said subdivision.

And that the Chairperson of the Board of Supervisors is hereby authorized to enter such approval upon said final plat.

PASSED AND APPROVED March 25th, 2025

ROLL CALL VOTE

Scott Belt, Chairperson

Susan Miller

Jeff Jorgensen

Tim Wichman

Brian Shea

Attest: Mary Ann Hanusa, County Auditor

Pottawattamie County, Iowa

RECORD: After Passage

Roll Call Vote: AYES: Wichman,

Miller, Shea, Jorgensen, Belt. Motion Carried.

3. OTHER BUSINESS

Motion by Wichman, second by Shea, to raise employee portion of the MetLife family dental premium to \$15.00/mo.

AYES: Miller, Shea, Jorgensen, Wichman. NAYS: Belt. Motion Carried.

Motion by Wichman, second by Shea, to keep employee's percentage of contribution at 11% of total monthly medical premium.

UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Shea, to approve updates to the Compensation and Condemnation Commission.

UNANIMOUS VOTE. Motion Carried.

4. COMMITTEE APPOINTMENTS

Update from Board members on Committee meetings from the past week.

5. RECEIVED/FILED

A. Salary Action(s):

1) Communications – Payroll status change for Kellie Jones.

B. Out of State Travel Notification(s):

1) Communications – Out of State Travel for three employees in the Communications Department.

2) Attorney – Out of State Travel for Christine Circo.

6. PUBLIC COMMENTS

No public comment.

7. CLOSED SESSIONS

Motion by Wichman, second by Jorgensen, to go into Closed Session pursuant Iowa Code 21.5(1)(f) for discussion and/or decision on personnel matters.

Roll Call Vote: AYES: Wichman, Miller, Shea, Jorgensen, Belt. Motion Carried.

Motion by Shea, second by Jorgensen, to go out of Closed Session.

Roll Call Vote: AYES: Miller, Shea, Jorgensen, Belt. NAYS: Wichman. Motion Carried.

Motion by Miller, second by Jorgensen, to go into Closed Session pursuant Iowa Code 20.17(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

Roll Call Vote: AYES: Wichman, Miller, Shea, Jorgensen, Belt. Motion Carried.

Motion by Shea, second by Jorgensen, to go out of Closed Session.

Roll Call Vote: AYES: Wichman, Miller, Shea, Jorgensen, Belt. Motion Carried.

8. ADJOURN

Motion by Shea, second by Jorgensen, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT

TO CALL AT 12:40 P.M.

Scott Belt, Chairman

ATTEST: Mary Ann Hanusa, Auditor

Oakland City Council Special Proceedings

OAKLAND CITY COUNCIL

MARCH 27, 2025

SPECIAL SESSION

The Special Session of the Oakland City Council met at the City Services Building and was called to order by Mayor Brant Miller at 5:00p.m. Pledge of Allegiance was said. Council Members present were Bernard, Moniz, Perkins and Reed. Applegate absent. Also present were City Administrator/Clerk Marissa Lockwood, Public Works Director Josh Billings, Vernalyn Needham and Tracy Van Zee.

Motion by Moniz to approve the agenda. Second by Bernard. 4 ayes, motion carried.

Public hearing concerning the fiscal year 2026 proposed property tax levy was opened at 5:01p.m. Lockwood explained the notice that was sent out by the county as required by legislation. The notice assumes a 10% assessed value increase for next year, the city is only raising the debt service levy by \$0.08 per thousand of valuation. Kermit and Tracy Van Zee both spoke in favor of the additional levy to support the amenities offered by the city, especially the library. No other comments from the public were received. Public hearing closed at 5:07p.m.

Motion by Moniz, second by Reed to adjourn. 4 ayes, motion carried.

Adjournment 5:07p.m.

Brant Miller Marissa Lockwood Mayor City Administrator/Clerk

OAKLAND CITY COUNCIL

MARCH 27, 2025

SPECIAL SESSION

The Special Session of the Oakland City Council met at the City Services Building and was called

to order by Mayor Brant Miller at 5:15p.m. Council Members present were Bernard, Moniz, Perkins, and Reed. Applegate absent. Also present were City Administrator/Clerk Marissa Lockwood, Public Works Director Josh Billings, Vernalyn Needham and Tracy Van Zee.

Motion by Moniz to approve the agenda. Second by Perkins. 4 ayes, motion carried.

Motion by Perkins to set the public hearing concerning the fiscal year 2026 proposed budget for April 14, 2025, at 7:00p.m. Second by Bernard. 4 ayes, motion carried.

Motion by Reed, second by Perkins to approve renewal of liquor license for Pour Choices. 4 ayes, motion carried.

Swimming pool repairs were discussed. Contractor came out and inspected and made small repairs to the crawl space. Ground penetrating radar was completed. The contractor reported voids under the shallow end of the pool, but the equipment does not tell how deep they are. The deep end of the pool and drain line look to be in good shape. Bids were reviewed for mud jacking under the pool to fill the voids, sealing cracks in the pool and pool deck, repairs/reinstallation of the gutter covers and sandblasting and epoxy coating the pool. Motion by Bernard, second by Moniz to approve up to \$150,000 to repair the swimming pool. 4 ayes, Reed abstained due to conflict of interest. Motion carried. The city plans to purchase water to fill the pool.

Motion by Reed, second by Bernard to adjourn. 4 ayes, motion carried.

Adjournment 5:47p.m.

Brant Miller Marissa Lockwood Mayor City Administrator/Clerk

Pottawattmie County Budget Amendment Public Hearing

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
Board of Supervisors of POTTAWATTAMIE COUNTY
Fiscal Year July 1, 2024 - June 30, 2025

The Board of Supervisors of POTTAWATTAMIE COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025

Meeting Date/Time: 4/22/2025 10:00 AM Contact: Board Chair Phone: (712) 328-5644

Meeting Location: Pottawattamie County Courthouse
227 S 6th St, 2nd Floor - Board Hearing Room
Council Bluffs IA 51501

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	50,607,838	0	50,607,838
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Less: Credits to Taxpayers	3	0	0	0
Net Current Property Tax	4	50,607,838	0	50,607,838
Delinquent Property Tax Revenue	5	3,000	0	3,000
Penalties, Interest & Costs on Taxes	6	147,000	0	147,000
Other County Taxes/TIF Tax Revenues	7	8,904,646	0	8,904,646
Intergovernmental	8	25,605,435	317,188	25,922,623
Licenses & Permits	9	319,300	0	319,300
Charges for Service	10	3,310,625	38,942	3,349,567
Use of Money & Property	11	1,992,752	0	1,992,752
Miscellaneous	12	2,531,252	126,388	2,657,640
Subtotal Revenue	13	93,421,848	482,518	93,904,366
Other Financing Sources:				
General Long-Term Debt Proceeds	14	0	0	0
Operating Transfers In	15	10,796,617	0	10,796,617
Proceeds of Fixed Asset Sales	16	0	0	0
Total Revenues & Other Sources	17	104,218,465	482,518	104,700,983
EXPENDITURES & OTHER FINANCING USES				
Operating:				
Public Safety and Legal Services	18	41,354,700	93,000	41,447,700
Physical Health and Social Services	19	6,102,184	274,356	6,376,540
Mental Health, ID & DD	20	0	0	0
County Environment & Education	21	14,612,063	0	14,612,063
Roads & Transportation	22	22,521,500	106,888	22,628,388
Government Services to Residents	23	2,567,173	0	2,567,173
Administration	24	19,621,287	170,000	19,791,287
Nonprogram Current	25	0	0	0
Debt Service	26	2,947,475	0	2,947,475
Capital Projects	27	3,863,388	0	3,863,388
Subtotal Expenditures	28	113,589,770	644,244	114,234,014
Other Financing Uses:				
Operating Transfers Out	29	10,796,617	0	10,796,617
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	124,386,387	644,244	125,030,631
Excess of Revenues & Other Sources over (under) Expenditures & Other Uses	32	-20,167,922	-161,726	-20,329,648
Beginning Fund Balance - July 1, 2024	33	59,537,391	0	59,537,391
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	17,210,926	0	17,210,926
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	3,574,644	0	3,574,644
Fund Balance - Unassigned	39	18,583,899	-161,726	18,422,173
Total Ending Fund Balance - June 30, 2025	40	39,369,469	-161,726	39,207,743

Explanation of Changes: Insurance Reimbursement/Replacement Costs; Grant Amendments/Subsequent Expenses; Part-time Employee not in budget; Added expenses for Physical Health/Social Services (Juvenile Programs); Redirecting of Fine Collections fees.