

June 27, 2023

The Benton County Board of Supervisors met in regular session with Supervisors Seeman, Primmer and Bierschenk present. The meeting was called to order at 9:00 a.m. at the conference room at the Benton County Service Center. Members of the public are invited to join in during open session or watch the livestream at <https://www.youtube.com/bentoncountyiowa>. *Unless otherwise noted, all actions were approved unanimously. Summarized Resolutions will be available in the Auditor's office and at: [www.bentoncountyiowa.gov](http://www.bentoncountyiowa.gov)*  
( <https://www.youtube.com/bentoncountyiowa>)

**Bierschenk moved/Primmer seconded:** To approve the minutes of June 20, 2023. Motion carried.  
Discussion for a meeting next week with the 4<sup>th</sup> of July holiday falling on a normal meeting day. The Board agreed to skip next week and have a meeting on Friday June 30, 2023 instead.

**Primmer moved/Bierschenk seconded:** To approve payroll checks numbered 142890 through 142905, ACH Deposits 53456 through 53609, handwrite 24556 on 6/20/23, vendor checks numbered 246557 through 246564 and claims numbered 246565 through 246714. Motion carried.

**Primmer moved/Bierschenk seconded:** To approve Resolution #23-41, Approve hiring of Darren Stien, Roadside Manger for the Weed Department effective July 1, 2023. Motion carried.

**RESOLUTION #23-41**

**APPROVING HIRE IN ROADSIDE MANAGEMENT AND WEED DEPARTMENT**

IT IS HEREBY RESOLVED that the Weed Commission has a vacancy for the position of a full time Roadside Manager, and;

WHEREAS applications were received and interviews have been conducted;

WHEREAS, Darren Stien has been selected to fill this vacancy;

NOW THEREFORE BE IT RESOLVED by the Benton County Board of Supervisors that Darren Stein be hired as a full-time Roadside Manager in the Weed Commission department, effective July 3, 2023 with an annual salary of \$56,000.

Date this 27th day of June, 2023

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Tracy Seeman, Chairman

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Rick Primmer

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Gary Bierschenk

ATTEST:

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Hayley Rippel, Benton County Auditor

Hayley Rippel, Auditor and Commissioner of Elections along with her Elections Deputy Gina Edler explained the need for new Election Equipment. The current optical scan readers can no longer receive upgrades. Edler presented a hand out explaining we currently have 22 machines they will take in on trade, but with the reduction of precincts do to the re-districting, we are only looking at 20 new machines. The voters shouldn't see much difference when they vote at the polls, but just like any computers or electronic devices, they all become outdated over time and need upgraded. Rippel asked for a verbal approval so that her office could let the vendor know and possibly receive the new equipment in time to use at the upcoming November Election. This would allow them along with election workers to get familiar with it before the 2024 Elections. Supervisor Primmer agreed that made sense before the large General Election and also questioned what warranty the machines would come with. The estimated cost is \$99,000 and there would still be an annual maintenance fee as usual. Rippel asked if it was necessary, they could get an ARPA committee meeting scheduled in the upcoming weeks to see about using ARPA Funds for payment or she has inquired with the vendor about dividing the cost over three fiscal years interest free. The Board agreed to pursue, and bring back the contract agreement for formal approval which would also explain the warranty and maintenance portion.

**Primmer moved/Bierschenk seconded:** To approve Resolution #23-42, Certification of the FY 24 Deputy Salaries of the County Attorney, Auditor, Recorder, Sheriff and Treasurer. Motion carried.

**RESOLUTION #23-42**

**CERTIFICATION OF DEPUTY/ASSISTANTS SALARIES FOR FY24**

WHEREAS, Iowa Code 331.904(1) states that auditor, treasurer, and recorder shall certify the annual base salary of the deputies in the auditor's, recorder's, and treasurer's office pursuant to said code section; and

WHEREAS, Iowa Code 331.904(2) states that the sheriff shall certify the salaries of the first and second deputies within his department pursuant to said code section; and

WHEREAS, Iowa Code 331.904(3) states that the county attorney shall set the salaries of the assistant county attorneys pursuant to said code section; and

WHEREAS, the salaries of the deputies and assistants of the auditor, treasurer, recorder and sheriff, have been certified by the principal officers to the board of supervisors; and

WHEREAS, the base salaries will not exceed the limitations specified in Iowa Code for the deputies in the auditor's, treasurers, recorder's and sheriff's departments; and

WHEREAS, Iowa Code 331.904 states that the Board shall certify the salaries to the county auditor if the salaries are within the budgets set for the auditor, treasurer, recorder and sheriff,

NOW THEREFORE BE IT RESOLVED by the Benton County Board of Supervisors that the following salaries for deputies and assistants in the respective offices be certified to the county auditor:

Auditor's Office:

Gina Edler – 85% of the principal officer  
Nancy Jorgensen –70% of the principal officer  
Courtney Long-68% of the principal officer  
Alisha Burmeister-66% of the principal officer

Recorder's Office:

Marla Sutton-85% of the principal officer  
Katelyn Welper-55% of the principal officer

Treasurer's Office:

Rose Sackett – 85% of the principal officer  
Joy McGowan – 77% of the principal officer  
Jodi Bonar– 65% of the principal officer  
Beth Geater-55% of the principal officer  
Ann Stephens-53% of the principal officer  
Ariane Geiger-50% of the principal officer

Sheriff's Department:

Chief Deputy– John Lindaman-85% of the principal officer  
Second Deputy-Josh Karsten-80% of the principal officer  
Karen Uthoff-Office Administrator-\$68,000

FURTHER BE IT KNOWN that the county attorney has set the salaries for the assistants in his office as follows:

Timothy W. Dille – 90% of the principal officer  
Megan M. Hall-\$88,275.00

Dated this 27th day of June 2023.

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Tracy Seeman, Chairman

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Rick Primmer

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Gary Bierschenk

ATTEST:

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Hayley Rippel, Benton County Auditor

**Primmer moved/Bierschenk seconded:** To approve Resolution #23-43, FY 24 Departmental Appropriations. Motion carried.  
RESOLUTION #23-43  
APPROPRIATIONS

**WHEREAS**, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning July 1, 2023, in accordance with Section 331.434, Subsection 6, Code of Iowa,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BENTON COUNTY, IOWA**, as follows:

Section 1. The amounts as shown, published, and approved in the County Budget for fiscal 2023/2024 on April 18, 2024, be and are itemized by service area to each department on the budgets filed in the office of the county auditor on July 1, 2023 are hereby appropriated. Federal and State grants and/or reimbursements expendable during the fiscal year are hereby appropriated to the designated departments or offices. For purposes of this resolution all departments relating to elections are considered one department. Further, the auditor is authorized to expend funds from the following budgets: Auditor, Elections, District Court, General Services, Non-departmental, GIS, Medical Examiner, Human Resources, and other budgets not under the specific authority of an elected official or full-time county official to ensure the day-to-day operations of the county.

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations, effective July 1, 2023.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract, which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2023-2024 budget year the auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the Board and recommend appropriate corrective action.

Section 5. The auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The auditor shall report the status of such accounts to the applicable departments and officers at least quarterly during the 2023-2024 budget year.

Section 6. Tax Increment payments, which are subject to annual appropriation are authorized.

Section 7. All appropriations authorized pursuant to this resolution lapse at the end of the business day on June 26, 2024, for payment of goods and services received and/or performed as of that date. The board reserves the right to waive this date at its sole discretion for specific payments for the provision of goods and services that it deems should be paid within said fiscal year.

Section 8. Departmental appropriations remain in full force and effect through June 30, 2024, for payroll expenses occurring after the date stated in Section 7, for the final processing of expenses submitted on or before June 19, 2024, and for any expenses approved by the Board of Supervisors subsequent to June 25, 2024. All appropriations will lapse at the close of business June 30, 2024.

The Board of Supervisors of Benton County, Iowa, adopted the above and foregoing resolution on June 27, 2023.

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Tracy Seeman, Chairman

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Gary Bierschenk

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Rick Primmer

ATTEST:

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Hayley Rippel, Benton County Auditor

**Primmer moved/Bierschenk seconded:** To approve Resolution #23-44, FY 24 Bank Depositories. Motion carried.

**Resolution #23-44**  
Bank Depositories

BE IT RESOLVED by the Benton County Board of Supervisors that we do hereby designate the following named banks to be depositories for the County funds in amounts not to exceed the amount named opposite said designated depository, and the County Treasurer is here by authorized to deposit said county funds in amounts not to exceed the maximum approved for each respective bank as follows for fiscal year 2024.

Farmers Savings Bank & Trust	
Vinton/Traer	\$ 20,000,000
Midwest One Bank & Trust	
Belle Plaine	\$ 1,000,000
Chelsea Savings Bank	
Belle Plaine	\$ 5,000,000
Chelsea Savings Bank	
Van Horne	\$ 5,000,000
Benton County State Bank	
Blairstown	\$ 4,000,000
Bank Iowa	
Norway	\$ 2,000,000
Watkins Savings Bank	
Watkins	\$ 1,000,000
Cedar Valley Bank & Trust	
La Porte City/Vinton	\$ 13,000,000
Central State Bank	
Walford	\$ 2,000,000
Atkins Savings Bank & Trust	
Atkins	\$ 1,000,000
Keystone Savings Bank	
Keystone	\$ 3,000,000
Dysart State Bank	
Dysart	\$ 500,000
First Federal Credit Union	



the benefits are for. However she felt the program has not been functioning appropriately lately. It is critical to pay attention to our environment and why the program was established was to help cut down on herbicides and keep a safe and healthy roadside. Jorgensen said if they can't keep it going doing what it was designed to do, she would rather see doing away with it. Primmer said it was hard to keep everyone happy, but they can do what's best for the county environment. Chairman Seeman explained how they just hired a new Weed Commissioner, who would start work next week and allow him time to get familiar with the program and get a meeting set up. Jorgensen asked about what the county's long term objectives are and asked to be provided a copy of the revised job description of the weed commissioner. She thanked the board for her time and would look forward to an upcoming IRVM meeting soon.

Sheriff Tippett provided an update that the sheriff Union Memorandum of Understanding was voted and approved and he would come back with the official signed copy for a later meeting for formal action.

**Bierschenk moved/Primmer seconded:** To approve Resolution #23-46, Hiring (2) full-time positions in the Benton County Attorney's Collection Office. Motion carried.

**RESOLUTION #23-46**  
**HIRING IN COUNTY ATTORNEY OFFICE**

WHEREAS: Benton County Attorney's Collection Office has a need for (2) full-time positions; and

WHEREAS: Applications were accepted for the position and

WHEREAS: These applications have been narrowed to two.

THEREFORE BE IT RESOLVED By the Benton County Board of Supervisors that Ronald James Parmenter and Kelsey Robbins be hired to fill the positions in the Attorney's Collection office at a starting salary of \$35,750 effective July 10, 2023. Their employment is governed by all other applicable parts of the Benton County Employee Handbook.

Dated the 27th day of June, 2023.

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Tracy Seeman, Chairman

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Rick Primmer

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Gary Bierschenk

ATTEST:

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Hayley Rippel, Benton County Auditor

**Primmer moved/Bierschenk seconded:** To approve Resolution #23-47, Enter into a 28E Agreement with Bremer County for delinquent court debt collections. Motion carried.

**RESOLUTION #23-47**  
**AMEND RESOLUTION #16-52**  
**RESOLUTION TO ENTER INTO 28E AGREEMENT WITH BREMER COUNTY REGARDING DELINQUENT COURT DEBT COLLECTIONS**

**WHEREAS,** Benton County and Bremer County have elected to participate in the collection of delinquent court obligations on the county level since July 2016 with Resolution #16-52 ; and

**WHEREAS,** the Benton County Attorney and Bremer County Attorney have discussed entering into a revised 28E Agreement with each other regarding delinquent court debt collections and have determined that it would be in the best interest of both counties to do so.

**NOW, THEREFORE, BE IT RESOLVED BY THE BENTON COUNTY BOARD OF SUPERVISORS AS FOLLOWS:**

Resolution #16-52, is voided and replaced with Resolution #23-47, The proposal to enter into a revised 28E Agreement with Bremer County for the collection of delinquent court debt is hereby approved and the Chairman of the Board of Supervisors for Benton County is hereby authorized to execute said 28E Agreement on behalf of Benton County.

PASSED AND ADOPTED THIS 27th DAY OF JUNE, 2023.

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Tracy Seeman, Chair

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Rick Primmer

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Gary Bierschenk

ATTEST:

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Hayley Rippel, Benton County Auditor

**28E Agreement for Benton County & Bremer County Collection  
of Delinquent Court Obligations**

WHEREAS Benton County and Bremer County have elected to participate in the collection of delinquent court obligations on the county level, including collections under the County Attorney payment plan for driver's license reinstatement, under Iowa Code §321.210B; and

WHEREAS each county has filed with the Clerk of Court for their respective county the required annual notice of full commitment to collect delinquent court debt for all cases assigned to that county for collection by the court, in accordance with Iowa Code §602.8107(4); and

WHEREAS, according to the 2021 Census, the population of Benton County is 25,691 and the population of Bremer County is 23,081; and

WHEREAS, pursuant to Iowa Code §§602.8107(4)(c)(2)(e) and 602.8107(4)(e)(2), and annual delinquent debt collection threshold of \$50,000.00 will apply collectively to Benton and Bremer County under this 28E Agreement; and

WHEREAS Benton County and Bremer County will each devote the appropriate administrative resources to comply with their obligations to collect delinquent court debt, pursuant to Iowa Code §602.8107 and Chapter 28E; and

WHEREAS the Board of Supervisors for each County has passed Resolution approving this Agreement and authorizing their respective Chairperson to execute this Agreement.

IT IS THEREFORE AGREED by and between Benton County and Bremer County as follows:

1. Benton County and Bremer County shall share and consolidate their delinquent court debt obligation collections, pursuant to Iowa Code §602.8107(4)(e) and Iowa Code Chapter 28E.
2. Each County shall devote the necessary time of their County Attorney and the County Attorney's staff to collect delinquent court obligations, pursuant to Iowa Code §602.8107(4), but Benton County will provide training and assistance to Bremer County in collecting monies owed in Bremer County cases. This includes the use of Benton County Collection staff for preparation of documents and filings. The Bremer County Attorney's Office shall make all necessary court appearances in Bremer County.
3. Benton County shall remain responsible for its entire collection participation for monies owed in Benton County and will retain one hundred percent (100%) of income received in conjunction with money collected in Benton County cases and other counties excluding Bremer County.
4. Each County shall provide the necessary resources, including, but not limited to, computer equipment, computer software, postage, paper, envelopes, and other office supplies to collect delinquent court obligations.
5. For the fiscal year ending June 30, 2024 the monies distributed to Bremer County pursuant to Iowa Code Section 602.8107 shall be distributed forty-six percent (46%) to Benton County and fifty-nine percent (59%) to Bremer County, with the agreement regarding those amounts that the Benton County Attorney's Office shall be entitled to one (1%) of Benton County's over the threshold amount and the Bremer County Attorney's Office shall be entitled to four (4%) over the threshold amount. The delinquent court obligations owed and collected in each respective county shall be accounted for separately so that said monies received from the State as a result of said collection efforts can be attributed to the appropriate respective county. Disbursements of said monies to Benton County from Bremer County shall be made on a monthly basis and within ten (10) days of their receipt.
6. In the event that the Counties determine that it would be mutually beneficial to share the use of any personal property, with said property to be utilized by the County Attorneys in their collection efforts, then said purchase must be approved by the Board of Supervisors for both Counties, if the total purchase price of the item, or multiple items obtained through a combined purchase, exceeds \$800.00. Each county will provide one-half of the funds for the purchase of said personal property. If said personal property is later sold, then each county shall receive one-half of the net sale proceeds from the sale of said property.
7. The County Attorneys and their respective staff members shall share information and resources which will facilitate the collection of delinquent financial obligations in the counties.
8. The annual delinquent debt collection threshold of \$50,000.00 shall apply to the combined collection efforts under this Agreement and pursuant to Iowa Code §602.8107(4)(e)(2).
9. This Agreement shall become effective upon all parties hereto signing, and shall be effective through June 30, 2024.

10. This Agreement shall automatically renew, under the fifty-percent (50%) to each county and county attorney's office agreement, unless either County to this Agreement renegotiates this agreement or gives the other County written notice of termination of this Agreement no later than May 1 of the respective fiscal year.

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Tracy Seeman, Chairman  
Benton County Board of Supervisors

**Primmer moved/Bierschenk seconded:** To adjourn. Motion carried.

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Tracy Seeman, Chairman

ATTEST: \_\_\_\_\_

Hayley Rippel, Benton County Auditor