

February 24, 2026

The Benton County Board of Supervisors met in regular session with Supervisors Seeman and Volz present, Tippett was absent. Chairman Seeman called the meeting to order at 9:00 a.m. 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>. *Full Resolutions will be available in the Auditor's office and at: [www.bentoncountya.gov](http://www.bentoncountya.gov)*

**Tippett moved/Volz seconded:** To approve the agenda. Tippett, Seeman and Volz voting aye. Motion carried.

**Volz moved/Tippett seconded:** To approve the February 17, 2026 with a correction. Seeman and Volz voting aye. Motion carried.

**Tippett moved/Volz seconded:** To approve the following claims numbered 256567 through 256670, 2/26/2026 payroll checks numbered 144010 through 144030, ACH Deposits 64418 through 64573, vendor checks 256671 through 256678. Seeman, Tippett and Volz voting aye. Motion carried.

**Volz moved/Tippett seconded:** To adopt Resolution #26-9, Amending Resolution #25-81, LOSST gift to Garrison Fire Department. Tippett, Seeman and Volz voting aye. Motion carried.

RESOLUTION #26-9  
AMENDING RESOLUTION #25-81

WHEREAS, the Benton County Board of Supervisors has established a program for gifting funds to emergency service providers who provide services within the unincorporated area of Benton County; and

WHEREAS, the Garrison Fire Department has requested a gift of funds; and

WHEREAS, the Garrison Fire provides emergency services to areas in Jackson and Big Grove Townships and mutual aid to other surrounding townships;

WHEREAS, on the 14<sup>th</sup> of October, 2025, the Garrison Fire Department had previously provided invoices totaling \$96,066.15 for purchasing new gear/equipment; with the 10% gift amount of \$9,606.60;

WHEREAS, the Garrison Fire Department turned in invoices on February 19, 2026 in the amount of 97,055.66;

WHEREAS, the Garrison Fire Department agrees that the gear/equipment obtained with the proceeds of this gift shall be used when necessary for rural fire protection and/or life support operations, consistent with the intended use of the money from the Local Option Sales and Services Fund,

NOW THEREFORE BE IT RESOLVED that the Benton County Board of Supervisors approves an Emergency Services Gift to Garrison Fire Department and in the amount not to exceed \$9,705.56 which represents ten percent of the total purchase price for the new gear/equipment.

Adopted this 24th day of February, 2026.

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Tracy Seeman, Chairman

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Ronald J. Tippett

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Bruce Volz

ATTEST:

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Gina Edler, Deputy Benton County Auditor

Andrea Morris requested a county credit card. The main use will be used for training and promotional supplies and water testing. These items will be reimbursed by the grants,

**Tippett moved/Volz seconded:** To authorize a credit card to the Environmental Health and Land Use Department with a credit limit of \$2,500.00 . Tippett, Seeman and Volz voting aye. Motion carried.

**Tippett moved/Volz seconded:** To approve to create seasonal position in the Environmental Health and Land Use Department for the months of April through October. Tippett, Seeman and Volz voting aye. Motion carried.

Andrea Morris presented the Annual Environmental Health and Land Use Report.

**Volz moved/Tippett seconded:** To approve Annual Environmental Health and Land Use Report. Tippett, Seeman and Volz voting aye. Motion carried.

Dave Upah, Benton County Sherrif and Josh Karsten, Benton County Chief Deputy, presented an updated jail fee restructuring plan. This plan would amend Resolution #13-3. The new plan would add admin fees allowed by the Iowa Code.

**Tippett moved/Volz seconded:** To adopt Resolution #26-10, Amending Resolution #13-3, Establishing Jail Administration/Room and Board Fees, effective March 1, 2026. Tippett, Seeman and Volz voting aye. Motion carried.

## **RESOLUTION # 26-10**

### **AMENDING RESOLUTION #13-3**

#### **ESTABLISHING JAIL ADMINISTRATIVE & ROOM AND BOARD FEES**

**WHEREAS**, the Benton County Board of Supervisors adopted Resolution #13-3 on January 2, 2013, establishing jail administrative & room and board fees; and

**WHEREAS**, Iowa Code §356.7 authorizes the county sheriff to assess and collect administrative costs relating to arrest and booking, room and board while in custody, and medical aid provided to prisoners who are convicted or sentenced; and

**WHEREAS**, Iowa Code §356.7(5) provides that sixty percent (60%) of the money collected and credited to the County General Fund shall be used for law enforcement budget purposes, including jail infrastructure improvements, medical and prescription costs of inmates, courthouse security equipment, and personnel costs; and

**WHEREAS**, Iowa Code §356.7(7) defines “administrative costs relating to the arrest and booking of a prisoner” to include booking procedures, searches, fingerprinting, photographing, medical screening, records management, warrant processing, inventorying of property, and inmate supervision; and

**WHEREAS**, Iowa Code §356.30 provides that fees shall be established by the County Board of Supervisors; and

**WHEREAS**, Iowa Code §910.3 no longer authorizes the inclusion of jail fees in criminal judgments; and

**WHEREAS**, the Benton County Sheriff's Office has adopted a comprehensive policy governing jail fees, inmate reimbursement claims, billing procedures, accounting, and statutory compliance, and has determined that the existing jail fee structure no longer reflects current operations or statutory best practices;

**NOW, THEREFORE, BE IT RESOLVED** by the Benton County Board of Supervisors that Resolution #13-3 adopted January 2, 2013, is hereby repealed and replaced with the following fee schedule, consistent with the Sheriff's Office Jail Fees Policy, effective March 1, 2026:

#### **BENTON COUNTY JAIL FEE SCHEDULE**

##### **Room and Board**

- **\$75.00 per calendar day**, or any portion thereof
- Each billing day begins at **0000 hours**

**Administrative Fee**

- **\$75.00 per booking**, assessed once per booking

Covers administrative costs as defined in Iowa Code §356.7(7)

An additional administrative fee may be assessed if new charges occur after twenty-four (24) hours of custody

**Work Release Fees (Court-Ordered Only)**

- **Work Release Administrative Fee:** \$75.00 (one-time)
- **Days Confined:** \$75.00 per day
- **Days Worked:** \$75.00 per day
- **Electronic Monitoring Device:** \$15.00 per day

Work release participation is subject to jail approval and all prior jail debts must be satisfied before authorization.

**Medical Aid**

- Medical-related fees shall be assessed at the actual cost of service and are governed by Iowa Code §356.15A and the Sheriff’s Office Medical Billing Policy.

**APPLICATION OF FEES**

1. Fees apply to inmates convicted or sentenced as authorized by Iowa Code §356.7.
2. Contract inmates, parole inmates, juveniles, and other exempt inmate groups shall be governed by applicable contracts or statutory exemptions and are not assessed inmate jail fees.
3. Fees are tracked for pre-conviction inmates but assessed only upon conviction.

**COLLECTION AND DISTRIBUTION OF FUNDS**

All fees collected by the Sheriff’s Office shall be credited to the County General Fund. Sixty percent (60%) of collected funds shall be designated for law enforcement purposes as authorized by Iowa Code §356.7(5), with funds committed and carried forward annually in accordance with the approved reimbursement plan.

**IT IS FURTHER RESOLVED** that fees shall be paid prior to release when applicable or collected through lawful reimbursement methods authorized by Iowa Code.

PASSED AND APPROVED this 1st day of March, 2026.

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Tracy Seeman, Chairman

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Ronald Tippett

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Bruce Volz

ATTEST:

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Gina Edler, Benton County Deputy Auditor

**Tippett moved/Volz seconded:** To approve Resolution #26-11 Hiring Civil Division Secretaries at the Sheriff's Office. Tippett, Seeman and Volz voting aye. Motion carried.

**RESOLUTION # 26-11**

**Hiring Civil Division Secretaries at the Sheriff's Office**

**WHEREAS,** applications for the positions of Office Secretary within the Benton County Sheriff's Office Civil Division have been reviewed, interviews conducted, and background checks completed;

**WHEREAS,** the Sheriff has recommended the hiring of Rebekah Cripe as a full-time Office Secretary, non-union, salaried, exempt;

**WHEREAS,** the Sheriff has recommended the hiring of Michelle Wirtz as a full-time Office Secretary, non-union, salaried, exempt;

**NOW, THEREFORE, BE IT RESOLVED,** by the Benton County Board of Supervisors that Rebekah Cripe and Michelle Wirtz are hereby employed in these non-union, salaried, exempt positions, each starting at an annual salary of \$58,000.00, effective March 4, 2026.

Signed this 24th day of February, 2026.

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Tracy Seeman, Chairman

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Ronald Tippett

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Bruce Volz

ATTEST:

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Gina Edler, Deputy Benton County Auditor

**Tippett moved/Volz seconded:** To approve Tax Suspension on Parcel #s 170-13200 and 170-13250. Volz seconded. Tippett, Seeman and Volz voting aye. Motion carried.

**Volz moved/Tippett seconded:** To approve and authorize signature on the Historic Preservation Commission's Annual Report. Tippett, Seeman and Volz voting aye. Motion carried.

Mindy Druschel and Kari Chamberlain representing the Iowa Department of Health and Human Services presented their FY27 Budget. The DHS budget increased overall by \$4,500.00.

Jim Fleming and Scott Fleming met with the board discussing the watershed pond issue at Jim's property. Jim is asking for a legal document requesting permission on what he can do to fix the leaking issue.

Reports: Volz-attended the Historical Preservation meeting via zoom, it was very productive. They are creating a stand-alone website, he was wondering if there could be a link on the County's website to their new site.

Tippett-attended the Duane Arnold meeting, they have an aggressive plan and are very happy Scott Hansen is helping get things in order for Benton County.

Seeman-attended the safety meeting, there is a lot in the works. Solid Waste Commission has a contract with an engineering firm for digging a new cell. The current one will be full in a year and half.

**Volz moved/Tippett seconded:** To adjourn meeting at 10:53 a.m. Seeman and Volz voting aye. Motion carried.

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Tracy Seeman, Chairman

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

Gina Edler, Deputy Benton County Auditor