

The Muscatine Conference Board was called to order by Scott Sauer, Chairperson at 5:30 p.m., January 31, 2023.

Roll Call was taken with members present either in person or by utilizing GoToMeeting, due to COVID19:

Mayors

Martin Hills
Linsey Reimers
Ethan Anderson
Angie Dickey

Board of Supervisors

Scott Sauer
Jeff Sorensen
Danny Chick
Nathan Mather
Kurt Kirchner

School Board

Edward Moreno
Robert Metzger

Board Clerk, Randy Spies, Chief Deputy Nancy Y. Long, Office Manager Kelly Crull and County Administrator Nancy Schreiber were present.

A motion was made by Angie Dickey, Mayor and seconded by Linsey Reimers, Mayor to approve the November 1, 2022 minutes as mailed. Motion carried unanimous vote by all voting units.

Agenda item #4: Randy gave a brief summary of the 2022 assessment year regarding the Muscatine County Assessor's Office as presented in the Annual Report.

Staffing: The Assessor's Office saw 2 retirements in 2022, Delaine Clark, Chief Deputy Assessor and Larry Hetzler from the Board of Review. Nancy Long was appointed Chief Deputy Assessor and Kelly Crull was promoted to Office Manager. A new Field Appraiser, Macy Akers was also hired in December.

Residential: For 2022 we had 563 normal arm's length sales with a median sales ratio of 85%. If a sale is considered a distressed sale, it will not be in the sale ratio analysis calculation.

Commercial: In 2022, Muscatine County had 35 normal arm's length commercial sales. With an assessment ratio of 89%. The Department of Revenue completed 12 commercial appraisals in the county.

For 2023, the Cost Manual level is being increased to 115%. This manual level increase will bring the residential ratio to 98.5% and commercial ratio to 100% respectively.

Budget: Increases in line items for Board of Review wages, postage, data processing & legal expenses. The largest line item increase of 46% is in the software maintenance due to Vanguard, our appraisal software company, additional consumer search options added to Beacon and moving the archive expense to this line. Overall change in budget of 1.67%.

With no further discussion, Scott Sauer, Chair moved to move on to next agenda item.

Agenda item #5: Discussion of changes to Muscatine County Conference Board-Salary Admin. Policy and approval. Supervisor, Jeff Sorensen and Chairperson Scott Sauer had some points and personal thoughts to share with the Conference Board members in regard to the presented Salary Admin. Policy. Supervisor, Jeff Sorensen made motion to eliminate the step program

presented and that the Assessor develop a salary range for each position in the office for review and approval by the Conference Board. Motion seconded by Ethan Anderson, Mayor. Motion carried unanimously by all voting units.

Agenda item #6: Discussion and possible action on the salary recommendations as printed in the annual report. After discussion, Danny Chick, Supervisor motioned to set a 3.5% salary increase for the Assessor position. Motion was seconded by Linsey Reimers. Scott Sauer voted nay. Motion carried by majority. Linsey Reimers motioned to set a 3.5% salary increase for the total Budget dollars for staff salary minus the Assessor Salary. Danny Chick, Supervisor seconded. Scott Sauer voted nay. Motion carried by majority.

Agenda item #7: Discussion and possible action to approve the proposed 2023-2024 Appraisal Expense, Board of Review and Examining Board budgets for publication. Jeff Sorensen, Supervisor moved to approve the Appraisal Expense, Board of Review and Examining Board budgets. Motion was seconded by Linsey Reimers, Mayor. Motion carried unanimously by all voting units.

Agenda item #8: Chairperson, Scott Sauer proposed a date of February 28, 2023 at 5:30 PM for the public hearing for discussion and adoption of final 2023-2024 budgets. Motion carried unanimously by all voting units.

Agenda item #9: Reappointment of Brent Daufeldt to the Board of Review for a six-year term beginning January 1, 2023. Jeff Sorensen, Supervisor moved to approve reappointment. Angie Dickey, Mayor seconded. Motion carried unanimously by all voting units.

Agenda item #10: Other business. Reappointment of Examining Board members. Edward Moreno motioned to reappoint Tom Welk as School Board Rep. Robert Metzger seconded motion. Motion carried. Jeff Sorensen, Supervisor motioned to reappoint Sherry Seright as County Supervisor Rep. Nathan Mather seconded. Motion carried unanimously by all voting units. Angie Dickey motioned to appoint Robert Barrett as Mayor's Representative. Linsey Reimers, Mayor seconded. Motion carried.

Having no other business, Linsey Reimers, Mayor moved to adjourn meeting. Seconded by Danny Chick, Supervisor. Chair Scott Sauer adjourned the meeting at 7:09 p.m.


Randy A. Spies ICA, Assessor

 2-13-23
Scott Sauer, Chairperson Date