

Muscatine County Board of Supervisors  
Monday, December 30, 2024

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Kirchner, Chick, Sauer and Sorensen present. Mather was absent. Chairperson Sorensen presiding.

On a motion by Sauer, second by Kirchner, the agenda was approved as presented. Ayes: All.

On a motion by Sauer, second by Chick, the Board approved the minutes of the December 23, 2024. Ayes: All.

Correspondence:

No correspondence reported.

Committee & Meeting Reports:

No meetings reported.

Mather joined the meeting at 9:10 A.M.

On a motion by Chick, second by Mather, the Board approved two hiring requests – Muscatine County Jail for Corrections Sergeant, Lachelle Betcher (promotion) at Grade 12/Step 4, with a start date of January 11 2025, and for Corrections Lieutenant, Tye Hardman (promotion) at Grade 14/Step 1, with a start date of January 22, 2025. Ayes: All.

Discussion was held regarding a one-time exception to the excess vacation policy contained in the Muscatine County Employee Handbook. Chick advised the Board that the employee handbook does contain exceptions to the policy within the handbook. Kirchner asked Administrative Services Director Nancy Schreiber if paying out an employee ever been done before. Schreiber replied the county has never made the exception to pay an employee their excess vacation. Mather stated due to the extraordinary duties added to this person's duties, extraordinary circumstances warrant taking extraordinary steps. Sorensen stated he believes vacation is an accrued county benefit, and if an employee requests to be paid out their vacation, he would be fine with this. Schreiber asked the Board if they want her to draft a permanent amendment to the policy. Chick stated his concern about the increase to the budget due to the possible change. Sorensen stated when overtime is paid out, it's a cost and then you can see it. Mather mentioned that before the policy is changed, the Board needs to decide on what the policy would include. The Board consensus was to discuss the topic preferably after upcoming budget meetings.

On a motion by Mather, second by Sauer, the Board approved the request from Planning & Zoning Administrator Eric Furnas for a one-time payout of 86 hours of excess vacation. Ayes: All

Chick stated to the Board the Muscatine County Solid Waste Management Agency has been working on updating the Operating Agreement between the Agency and the City of Muscatine.

This agreement has not been updated since the 1970's. Muscatine County Attorney Jim Barry has been reviewing the 28E agreement and has found items that he feels need further review before going into a new agreement. The Board agreed upon a subcommittee of County Attorney Jim Barry, Planning and Zoning Administrator Eric Furnas, Administrative Services Director Nancy Schreiber, and Supervisors Chick and Sauer, to further review and resolve these items. Barry will then update the contract and submit to the City Administrator for review. Sorensen asked who owns the land. Schreiber stated the City of Muscatine owns the land, and by law, the county is responsible for solid waste unless they have somebody else do it on their behalf. The County opted to create an authority, then have the authority go through the City of Muscatine who owns the property, and that authority subcontracts through the City of Muscatine to maintain.

Information Services Director Bill Riley asked the Board as to where they were with salary administration with placing employees back into the steps with which they were at prior to the salary adjustments or for some employees with getting any type of a salary increase based on a grade change. Schreiber stated that for the current FY24/25 Budget, the Board placed people on their new step. As part of the new budget for FY25/26, there will be a budget proposal to get everyone back to where they were, within the next four years. Schreiber stated from previous direction from the Board, she was directed to present a plan on how to catch those employees up. Sorensen asked Schreiber to provide a redline of who were impacted, so the Board may review them individually.

Riley stated to the Board that he was also interested in the vacation policy discussion held earlier in the meeting. Riley mentioned he has been part of flextime, which is a work arrangement that allows an employee to choose the start and end time for their workday. Riley requested to know his options in using or taking the flextime he has accumulated.

The meeting was adjourned at 9:31 A.M.

ATTEST:

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Tibe Vander Linden  
Muscatine County Auditor

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Jeff Sorensen, Chairperson  
Board of Supervisors