

MUSCATINE COUNTY BOARD OF SUPERVISORS

Danny Chick, District One

Kurt Kirchner, District Two

Scott Sauer, District Three

Nathan Mather, District Four

Jeff Sorensen, District Five

AGENDA

Monday, June 15, 2026

9:00 a.m.

You can watch the meeting live from your computer, laptop, or smartphone at
<https://www.youtube.com/user/MuscatineCounty/>

1. Call to order.
2. Review agenda.
3. Public hearing on a proposal to enter into a General Obligation Loan Agreement in an amount not to exceed \$225,000 to finance the Engineer Satellite Facility Project. **(roll call vote to close the public hearing)**

Discussion and possible action to approve Resolution #06-15-26-01 Taking Action on Proposal to Enter into a General Obligation Loan Agreement. **(roll call vote)**
4. Presentation by Emergency Manager Chris Jasper to recognize Gunner Skidmore and Kohen Chick for their life saving actions taken on Tuesday June 9, 2026.
5. Discussion and possible action authorizing the Chair to sign a letter confirming Community Services Director Jessica Bopes's authorization to act as guardian and conservator for Muscatine County clients, with Community Services Director Jessica Bopes.
6. Discussion and possible action to award early vacation accrual increases for ILEA certified Sheriff's Office Command Staff effective July 1, 2026, with Sheriff Quinn Riess.
7. Discussion and possible action to declare the following items as surplus County property, with County Conservation Director Katie Hammond.
 - 1989 Ford E350 Bus
 - Samsung Dishwasher
 - Whirlpool Gas Stove
8. Items with County Development Director Eric Furnas:
 - a. Discussion and possible action to approve Change Order #2 in the amount of \$(2,570.74) for the Downtown Parking Lot and Sidewalks Project.
 - b. Review a Special Use Permit for a telecommunications transmission tower granted by the Muscatine County Board of Adjustment on June 5, 2026.
 - c. Other.

9. Discussion and possible action to approve the minutes of the June 8, 2026 regular meeting and the minutes of the June 9, 2026 special meeting.
10. Correspondence.
11. Committee Reports.
12. Items with the Administration Office:
 - a. Discussion and possible action to approve Resolution #06-15-26-02 Designating Board of Supervisors Meeting Agenda Posting Locations for 2026. **(roll call vote)**
 - b. Other.
13. Receive information from County employees.
14. Receive comments from the public.
15. Non-public session pursuant to Chapter 20.17(3), Code of Iowa, to discuss strategy in union negotiations.
16. Adjournment.

Hirings approved:

Camden Pytel

Correctional Officer

Sheriff's Office/Jail

June 15, 2026
Agenda Packet
Item #3

- Resolution #06-15-26-01 – Taking Action on Proposal to Enter into a General Obligation Loan Agreement

RESOLUTION #06-15-26-01
TAKING ACTION ON PROPOSAL TO ENTER INTO A GENERAL
OBLIGATION LOAN AGREEMENT

WHEREAS, the Board of Supervisors (the “Board”) of Muscatine County, Iowa (the “County”) proposed to enter into a General Obligation Loan Agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$225,000, pursuant to the provisions of Section 331.402 of the Code of Iowa, for the purpose of paying the cost, to that extent, of constructing, furnishing & equipping a satellite building for the County Engineer’s Office, and pursuant to law and duly published notice of the proposed action has held a hearing thereon on June 15, 2026; and

WHEREAS, a certain bid sheet and term letter (the “Bid Sheet and Term Letter”) have been prepared for circulation to potential lenders under the Loan Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Muscatine County, Iowa, as follows:

- Section 1. The Board hereby determines to enter into the Loan Agreement in the future and orders that General Obligation County Purpose Bonds or Notes (the “Bonds”) be issued at such time, in evidence thereof. The Board of Supervisors further declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa.
- Section 2 The Bid Sheet and Term Letter are hereby approved, in substantially the form and content as has been presented to the Board. The Administration and Finance Director is hereby authorized to circulate the Bid Sheet and Term Letter to potential lenders for the placement of the Loan Agreement and to take such additional action as shall be deemed necessary and appropriate, with assistance from Dorsey & Whitney, LLP, to set June 29, 2026 as the date for the receipt of proposals for such placement. All action heretofore taken in this regard is hereby ratified and affirmed.
- Section 3. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.
- Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

PASSED AND APPROVED this 15th day of June, 2026.

ATTEST:

Brandy Harfst
2nd Deputy Auditor

Danny Chick, Chairperson
Muscatine County Board of Supervisors

June 15, 2026
Agenda Packet
Item #5

- Guardian and Conservator Authorization Letter for Community Services

MUSCATINE COUNTY BOARD OF SUPERVISORS

Danny Chick, District One

Kurt Kirchner, District Two

Scott Sauer, District Three

Nathan Mather, District Four

Jeff Sorensen, District Five

June 15, 2026

To whom it may concern:

Muscatine County is a governing unit under the Code of Iowa and, as such, does not have a corporate charter. County governments in Iowa are governed by an elected board of supervisors; as Chair of the Muscatine County Board of Supervisors for 2026, I have signatory authorization for all county-related business and transactions.

This letter is to confirm that Jessica Bopes has ongoing authorization from the Muscatine County Board of Supervisors to act as guardian and conservator for clients served through the Muscatine County Community Services Office.

In her capacity as conservator, Jessica Bopes is authorized to conduct financial transactions on behalf of conservatorship clients, including opening, managing, and closing financial accounts as necessary and in accordance with court orders and applicable laws.

Sincerely,

Danny Chick, Chair
Muscatine County Board of Supervisors

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Item #6

- ILEA Certified Sheriff's Office Command Staff Vacation Accruals

	Current Accrual Rate	Current Increase date	Proposed Accrual Rate	Proposed Increase date	# of years bypassed
Wolf, Jon	5.55	11/17/2028	6.17	7/1/2026	2.4
McCleary, Jacob	5.55	5/4/2029	6.17	7/1/2026	2.8
Billhorn, Sheridan	4.62	12/3/2027	5.55	7/1/2026	1.4

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Item #8a

- Change Order #2 for the Downtown Parking Lot and Sidewalks Project

CHANGE ORDER NO. 2

Owner:	Muscatine County	Owner's Project No.:	
Engineer:	Watersmith Engineering	Engineer's Project No.:	136.01
Contractor:	Heuer Construction	Contractor's Project No.:	
Project:	Downtown Parking Lot and Sidewalks Project		
Contract Name:	Downtown Parking Lot and Sidewalks Project		
Date Issued:	9/29/2025	Effective Date of Change Order:	6/3/2026

The Contract is modified as follows upon execution of this Change Order:

Description:

Make final quantity adjustment to reflect work performed by Contractor.

The following items and quantities are decreased by this change order. The original contract unit prices will be applied.

- Subproject 1, Bid Item 3, GRANULAR STABILIZATION; deduct 0.31 Tons.
- Subproject 2, Bid Item 3, GRANULAR STABILIZATION; deduct 26 Tons.
- Subproject 2, Bid Item 7, SUBDRAIN, REMOVE AND REPLACE, SOLID PVC, 4"; remove 10 LF.
- Subproject 2, Bid Item 8, SUBDRAIN OUTLET, CURB FITTING, 4"; remove 1 EA.

Attachments:

Table of original contract bid items, unit prices, quantities and proposed changes.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>155,344.25</u>	Original Contract Times: Substantial Completion: <u>May 31, 2026</u> Ready for final payment: <u>same</u>
Increase from previously approved Change Order No. 1: \$ <u>42,343</u>	No Change from previously approved Change Orders No.1 : Substantial Completion: <u>No change</u> Ready for final payment: <u>No change</u>
Contract Price prior to this Change Order: \$ <u>197,687.25</u>	Contract Times prior to this Change Order: Substantial Completion: <u>May 31, 2026</u> Ready for final payment: <u>same</u>
Decrease this Change Order: \$ <u>2,570.74</u>	this Change Order: Substantial Completion: <u>No change</u> Ready for final payment: <u>No change</u>
Contract Price incorporating this Change Order: \$ <u>195,116.51</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>May 31, 2026</u> Ready for final payment: <u>same</u>

Recommended by Engineer (if required)
By: Bradley W. Smith
Title: Senior Engineer
Date: 6/2/2026

Accepted by Contractor
Crystal Galt
OFF MGR
6-8-26

Authorized by Owner
By: _____
Title: _____
Date: _____

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Agenda Packet
Item #8b

- Board of Adjustment 06-05-26 Meeting Summary

CASES REVIEWED BY THE MUSCATINE COUNTY BOARD OF ADJUSTMENT

The Muscatine County Board of Adjustment met on Friday, June 5, 2026, with board members present Tom Harper, Michael Smock, and Janelle Spies. Emily Geertz and Ashley Spitler absent.

The following request(s) were discussed and voted on:

Special Use Permit Request:

Case #26-06-01

An application has been filed by TowerNorth. If approved, this request would grant a Special Use Permit to allow the construction of a 230' telecommunications transmission tower. The affected property is in Pike Township, in parts of the NE ¼ of Sec. 18-T77N-R3W, 1676 180th St, containing approximately 10.30 acres, and is zoned A-1 Agricultural District.

Attending: Brad Pevonka

Motion: A motion was made by Michael Smock to approve the Special Use Permit subject to the surrounding structures (within the required 1.1 times the tower height separation distance) be demolished before construction begins. Second by Tom Harper.

Vote: Motion approved.
Aye's – 3 Opposed – 0 Absent - 2

Special Use Permit Request:

Case #26-06-02

An application has been filed by Cedar View Farms LLC requesting an extension on a stipulation to place a compost facility in an enclosed building that was part of the Special Use Permit granted by the Board of Adjustment on October 24, 2025. The affected properties are in Moscow Township, in parts of the SW ¼ of Sec. 8-T78N-R2W, 2301 and 2321 Hwy 6, Atalissa, containing approximately 75.59 acres, and are zoned I-2 Heavy Industrial.

Attending: Courtney Herrold, Rebekka Herrold, Phil Wiese, Brain Campbell, Kim Campbell

Motion: A motion was made by Tom Harper to grant an extension until December 31, 2026, during which outside material should not be brought onto the site. Second by Michael Smock.

Vote: Motion Denied.
Aye's – 2 Opposed – 1 Absent - 2

June 15, 2026
Agenda Packet
Item #9

- Board of Supervisors 06-08-26 Regular Meeting Minutes
- Board of Supervisors 06-09-26 Special Meeting Minutes

Muscatine County Board of Supervisors
Monday, June 8, 2026

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

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

On a motion by Sorensen, second by Sauer, the Board authorized the Chair to sign a contract with Daxon Construction in the amount of \$893,507.00 for the Muscatine County Engineer Satellite Facility Project. Ayes: All.

County Development Director Eric Furnas updated the Board on current projects.

On a motion by Sauer, second by Sorensen, the Board approved the minutes of the June 1, 2026 regular meeting. Ayes: All.

Correspondence:

Sauer received a call from a resident regarding sewer system issues in Montpelier.

The call was directed to Furnas.

Chick received a call from Nathan Neals regarding a road grader issue.

Kirchner received a call from a citizen regarding trees in a right-of-way on New Era Rd.

Committee & Meeting Reports:

No committee meetings were reported.

On a motion by Sorensen, second by Sauer, the Board authorized the Chair to sign the FY 26/27 Contract for Specialized Transportation services with River Bend Transit, in the amount of \$7,000.00. Ayes: All.

On a motion by Sorensen, second by Kirchner, the Board authorized the Chair to sign the FY26/27 Employer of Record Contract with the Eastern Iowa Workforce Development Board. Ayes: All.

On a motion by Sauer, second by Sorensen, the Board authorized the Chair to sign the Certification Statement for the Muscatine County FY25/26 Cost Allocation Plan for Department of Health and Human Services local administrative expenses (available for review in the Administration Office). Ayes: All.

On a motion by Sorensen, second by Sauer, the Board moved to adopt a Muscatine County Nepotism Policy. Ayes: All.

On a motion by Sorensen, second by Kirchner, the Board moved to adopt revisions to the following Muscatine County policies: 1) Board of Supervisors Meeting Agenda Policy; 2) Financial System Correction Procedure; 3) Hiring Request Approval Policy and Hiring Process Form. Ayes: All.

On a motion by Sauer, second by Sorensen, the Board moved to approve a Fireworks Permit application from David Starkweather. Ayes: All.

County Auditor Tibe Vander Linden stated the Canvass for the 2026 Primary Election is scheduled for June 9, 2026, at 9:00 A.M. in the Board of Supervisors room.

The meeting was adjourned at 9:10 A.M.

ATTEST:

Brandy Harfst
2nd Deputy Auditor

Danny Chick, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Tuesday, June 9, 2026

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

On a motion by Sorensen, second by Sauer, the agenda was approved as presented.

On a motion by Mather, second by Sorensen, the Board moved to recess the special meeting until 4:00 P.M. today, to present the Canvass in a timely fashion, due to the information presented by the County Auditor Tibe Vander Linden regarding technical difficulties to prepare the canvass for the 2026 Primary Election. Ayes: All.

The Board reconvened at 4:00 P.M. The Muscatine County Board of Supervisors met as a Board of Canvassers for the Primary Election held on Tuesday, June 2, 2026, with Chick, Sorensen and Sauer present.

Results of the canvass were presented by County Auditor Tibe Vander Linden with the following candidates being nominated for various County Offices for the November 3, 2026, General Election:

COUNTY OFFICES

Board of Supervisors, District One
Board of Supervisors, District Two
Board of Supervisors, District Five
County Treasurer
County Recorder
County Attorney

REPUBLICAN

Danny Chick, Jr.
Kurt Kirchner
Nick Doy
Kim Olson
Sarah Bodman Hearst
Korie Talkington

COUNTY OFFICES

Board of Supervisors, District One
Board of Supervisors, District Two
Board of Supervisors, District Five
County Treasurer
County Recorder
County Attorney

DEMOCRAT

No Candidate
No Candidate
No Candidate
No Candidate
No Candidate
No Candidate

The meeting was adjourned at 9:07 A.M.

ATTEST:

Brandy Harfst
2nd Deputy Auditor

Danny Chick, Chairperson
Board of Supervisors

June 15, 2026
Agenda Packet
Item #12

- Resolution # 06-15-26-02 – Designating Board of Supervisors Meeting Agenda Posting Locations for 2026

RESOLUTION #06-15-26-02

**DESIGNATING BOARD OF SUPERVISORS MEETING AGENDA POSTING
LOCATIONS FOR 2026**

Be it resolved by the Board of Supervisors of Muscatine County, Iowa that in accordance with the provisions of Chapter 21.4 of the Code of Iowa, the following locations be designated as official posting locations for Muscatine County Board of Supervisors meeting agendas for 2026:

Muscatine County Administration Building Public Bulletin Board
Muscatine County Website

PASSED AND APPROVED this 15th day of June, 2026.

ATTEST:

Brandy Harfst
2nd Deputy Auditor

Danny Chick, Chairperson
Muscatine County Board of Supervisors