



**Board of Supervisors**  
Chairperson Susan Miller  
Scott Belt  
Tim Wichman  
Brian Shea  
Jeff Jorgensen

Monday, June 24 @ 9:30 A.M.  
BOARD OF SUPERVISORS' HEARING ROOM  
POTTAWATTAMIE COUNTY COURTHOUSE, 2<sup>ND</sup> FLOOR  
227 South 6<sup>th</sup> Street  
Council Bluffs, IA 51501  
Ph: 712-328-5644 | Fax: 712-328-5770  
PottCounty-ia.gov

---

## AGENDA

Tuesday, June 25, 2024

10:00 A.M.

---

### How to Participate in this meeting:

- In Person
  - Telephone Conference Call: (402) 819-2955 conference ID: 25 78 84 8#
  - <https://pr.pott.co/BOS-Teams>
- 

### Pledge of Allegiance

#### 1. CONSENT AGENDA

- A. June 18, 2024, Minutes as read.
- B. Jail – Employment for Tracy Ozzello as a Registered Nurse.

#### 2. SCHEDULED SESSIONS

- A. Discussion and/or decision on disaster recovery response and amending the Disaster Declaration.
- B. John Graham/General Manager and Jeremy Gaines/Director, Microfilm Imaging Systems, Inc. – Discussion and/or decision on digitizing the minute books.
- C. Becky Lenihan/Finance and Tax Officer, Auditor’s Office – Discussion and/or decision to approve and authorize Board to sign:
  - 1) **Resolution No. 45-2024** entitled: Setting Forth Percentage of Funding for Property Tax Credits.
  - 2) **Resolution No. 46-2024** entitled: Appropriation Resolution to make appropriations for each of the different offices and departments for the fiscal year beginning July 1, 2024.
  - 3) **Resolution No. 47-2024** entitled: Resolution for Transfer from Rural Services Fund to Secondary Roads Fund.
- D. Peggy Becker/ Administrator, Veterans Service – Discussion and/or decision to approve Departmental Operating Policies.

#### 3. OTHER BUSINESS

- A. Jana Lemrick/Director, Human Resources and Lonnie Maguire/Director, Disability Services – Discussion and/or decision on approval of Service Coordinator Intern position.
- B. Jana Lemrick/Director, Human Resources – Discussion and/or decision for approval of the Memorandum of Understanding between Pottawattamie County and the American Federation of State, County and Municipal Employees (AFSCME) Local 2364-911 Agreement for the employees of the Pottawattamie County Communications Center, 12 Hour Shifts effective July 1, 2024, through June 30, 2025.

- C. Jana Lemrick/Director, Human Resources – Discussion and/or decision for approval of job description for Permit Technician I position.
- D. Melvyn Houser/Auditor – Discussion and/or decision for approval on payroll status change for Finance and Tax Officer.
- E. Discussion and/or decision to approve application for permit to display fireworks filed by Robert Caputo, on July 4th, at 22881 Three Bridge Road, Council Bluffs.
- F. Discussion on the Compensation Board.

**4. COMMITTEE APPOINTMENTS**

**5. RECEIVED/FILED**

- A. Salary Action(s):
  - 1) Sheriff – Payroll status change for Douglas Kelsey.
  - 2) Communications – Payroll status change for Jesus Navarrete.
  - 3) Community Service – Payroll status change for Jamie Lorenz and Kim Maassen.
- B. Report(s):
  - 1) Sheriff Report of Fees Disbursed and Collected for May 2024.

**6. PUBLIC COMMENTS**

**7. STUDY SESSION**

- A. Jana Lemrick/Director, Human Resources – Job Description study session.
- B. Mitch Kay/Chief Financial Officer – Budget Study Session.

| <b>Tuesday June 25, 2024</b>   |   |                  |
|--------------------------------|---|------------------|
| 1:00 P.M.                      | Policy Committee                                    | Miller/Belt      |
| 5:30 P.M.                      | Pottawattamie County Trails                         | Shea/Jorgensen   |
| <b>Wednesday June 26, 2024</b> |   |                  |
| 11:30 A.M.                     | Advance Southwest Iowa Corporation                  | Shea/Wichman     |
| 11:30 A.M.                     | Council Bluffs Chamber and 712 Initiative Mid- Year | Miller/Belt      |
| 5:30 P.M.                      | ZBA Meeting   |                  |
| <b>Thursday June 27, 2024</b>  |   |                  |
| 7:30 A.M.                      | 712 Initiative                                      | Miller/Belt      |
| 12:00 P.M.                     | SW Iowa Juvenile                                    | Jorgensen/Miller |
| 1:30 P.M.                      | SWIPCO/SWITA  | Miller/Shea      |
| 4:00 P.M.                      | Council Bluffs Airport                              | Jorgensen/Belt   |
| 5:30 P.M.                      | EMA   | Miller/Shea      |