

MINUTES September 2, 2025
DUBUQUE COUNTY BOARD OF SUPERVISORS
Chair Harley Pothoff, Vice-Chairperson Ann McDonough, Wayne Kenniker

The Board of Supervisors met in their chambers on the 4th floor, 720 Central Ave. Dubuque IA, 52001. You now have options to attend Board of Supervisor meetings. The County offers Zoom with both audio and video available. Every agenda will include information on how to login to attend that meeting. Those wishing to attend meetings in person may do so. All Board of Supervisors official meetings are recorded and available to be viewed at <https://www.dubuqucountyiowa.gov/467/Agendas-Minutes>

LET THE RECORD SHOW that all approvals, consent items, appointments, motions, claims, warrants, receipts, proclamations, recesses, adjustments, resolutions, permits, and public hearings, were approved unanimously, unless otherwise noted.

PUBLIC COMMENTS – None

PROCLAMATIONS – United Nations International Day of Peace. Art Roche and R.R.S. Stewart accepted.

APPROVAL OF MINUTES – August 18, 2025

CONSENT ITEMS

Class F Retail Alcohol License – Elks Lodge No. 297

Class C Retail Alcohol License – Rhody’s Double J, L.L.C.

Special Class C Retail Native Wine License – Bishop Vineyard and Winery

PROCUREMENT PROCEDURES

Receipt of Bids – Courthouse Generator

NOTICE OF PUBLIC HEARING

Notice of Public Hearing for Amendments to Zoning Ordinance

APPROVAL OF PLATS

Resolution 25 – 172 – approved Crestwood Estates No 3 – Final Plat

Resolution 25 – 173 – approved Kalb Subdivision – Final Plat

ACTION ITEMS

Resolution 25 – 174 – approved the hiring of deputies, assistants and clerks. **Motion made by Supervisor Kenniker to approve, seconded by Supervisor Pothoff. Supervisor McDonough asked to table Zoning Administrator position and voting nay.**

Resolution 25 – 175 – approved Amendment #2 to the FY2026 Dubuque County Secondary Roads Five Year Construction Program

Resolution 25 – 176 – approved Iowa DOT HSIP Funding Agreement No. 6-25-HSIP-SWAP-023 for Project No. HSIP-SWAP-C031(128)—FJ-31 HMA Paved Shoulders on Holy Cross Rd.

Resolution 25 – 177 – authorized the Chairperson to sign the DARE Contract with Western Dubuque Community School District

Resolution 25 – 178 – authorized the Chairperson to sign the FY26 Tom Hancock Memorial Fire and EMS Grant Program Contracts

Resolution 25 – 179 – authorized the Chairperson to sign the EMS loan with the City of Farley

Resolution 25 – 180 – approved the Opioid Settlement fund reallocation for the TruNarc device

Resolution 25 – 181 – approved contract negotiations with Aerial Services, Inc. to provide countywide digital orthophotography from Spring 2025/2026

Resolution 25 – 182 – approved the restructuring of the Facilities & Maintenance Department.

COMMUNICATIONS

Notification from City of Dubuque Consultation Version 2025.4

Notification from City of Dubuque Consultation Version 2025.3

APPOINTMENTS

Open Vacancies – information only

SUPERVISORS, BOARDS AND COMMISSIONS UPDATES – Discussion and updates from Supervisors, boards, commissions, and other meetings.

PUBLIC COMMENTS – Philip Crnkovich, Dubuque spoke about the Bernard Shop and capital projects process.

WORK SESSION – Discussion and possible action regarding the IT Director recruitment process. Dubuque County Human Resource Director Chelsea Leaser presented information on suggested hiring process steps. Consensus from Supervisors that process presented is acceptable with all Supervisors being involved in final interview process.

Adjourn 10:10 a.m.

Harley V. Pothoff

Harley V. Pothoff (Sep 15, 2025 14:45:54 CDT)

Harley V Pothoff, Chair
Dubuque County Board of Supervisors

ATTEST:

Keith Lucy

Keith Lucy (Sep 15, 2025 15:01:22 CDT)

Keith Lucy, Dubuque County Auditor