

MINUTES September 15, 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 – Philip Crnkovich, Dubuque spoke about complete and detailed RFPs.

APPROVAL OF MINUTES – September 2, 2025

CONSENT ITEMS

Class C Retail Alcohol License – Burkey’s Bar & Grill Inc.
Special Class B Retail Native Wine License – Czipars Orchard

PUBLIC HEARING

Proof of Publication – Public Hearing
ZC#08-19-25 Beverly Boeckenstedt & Marty Schwes A-1 Agricultural to A-2 Agricultural Residential
ZC#08-20-25 Thomas & Roberta Pape A-1 Agricultural to A-2 Agricultural Residential

ACTION ITEMS

Resolution 25 – 183 – approved the hiring of deputies, assistants and clerks.
Resolution 25 – 184 – approved lease agreement with Greg and Roxanne Willie for winter equipment parking
Resolution 25 – 185 – approved rescinding Resolution 25 – 159 authorizing loans to the City of Farley for an ambulance

COMMUNICATIONS

City of Farley EMS Loan no longer needed email

APPOINTMENTS

Civil Service Commission – Kathy Flynn Thurlow was appointed with a term ending 10/01/2031

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

PUBLIC COMMENTS – None

WORK SESSION – Presentation and discussion with ECIA’s Director of Transportation Chandra Ravada on the Regional Transit Authority budget. Chandra spoke about ridership numbers, funding and program deficit and proposed scenarios, some including a request for a county contribution.

Recess 10:21 a.m. – 10:30 a.m.

WORK SESSION – Discussion and possible action regarding approval of a Cemetery Commission for Pioneer Cemeteries. Paul Quade, Colorado spoke about the family cemetery in Swiss Valley. Consensus from Supervisors on organizing and implementing this after the family’s attorney and Dubuque County attorney Scott Nelson discuss and authorize an ordinance.

WORK SESSION with County Engineer – Engineer report and general discussion. Dubuque County Engineer Russell Weber spoke about projects and progress. Discussion regarding Secondary Roads Shops. Bernard shop and winter equipment coverage options discussed.

WORK SESSION – Discussion and possible action with Watershed and the 28E Extension request. Discussion on County costs for space and employee health insurance. Watershed Director Eric Schmechel will bring back after discussion with the City and District.

WORK SESSION - Update from Maquoketa River Water Management Authority (WMA). Erin Erickson reported on projects and updates.

WORK SESSION – Discussion and possible action on the IT Director recruitment process. Dubuque County Human Resource Director Chelsea Leaser asked Supervisors for a recommendation on final steps. Consensus from Supervisors to be presented with two candidates that have a zoom presentation available for the Board.

WORK SESSION – Discussion and possible action on the transfer of Vehicle title to the Mental/Disability Services of the East Central Region – Supervisors had consensus on allowing the Health Department to use the vehicle until an opinion about transferring the vehicle is provided from the County Attorney.

WORK SESSION – Review FY25 and FY26 Capital Projects and discuss FY27 CIP. Dubuque County Budget Director Stella Runde went over Department projects and completion or carryover. She will be asking for 5-year plans from Department Heads and asked Supervisors to start thinking about the Capital Improvement Plan and what that looks like for Dubuque County.

WORK SESSION – Discussion and possible action on the Courthouse Generator.
Resolution 25 – 186 – approved to enter contract with Hawkeye Electric to complete the installation of the generator project. **Motion made by Supervisor Kenniker, seconded by Supervisor Pothoff. Supervisor McDonough voting nay. Motion passed.**

WORK SESSION – Discussion and possible action regarding the Facilities & Maintenance Department. Supervisor Kenniker suggested a temporary facilities employee be hired for oversight on all Dubuque County facilities. Supervisor Pothoff and McDonough not in favor since the realignment of facilities department. This will be brought back and discussed again later.

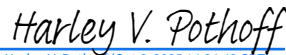
Recess 1:01 p.m. – 1:06 p.m.

WORK SESSION – Possible closed session pursuant to Iowa Code section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. If individual does not request closed session, may be held in open session. Patient Advocate requested open session.

Motion made by Supervisor McDonough to continue requirement of CSN to be used as indicated in the job description, seconded by Supervisor Pothoff. Supervisor Kenniker voting nay. Motion passed.

Motion made by Supervisor McDonough that Human Resources follow up with Patient Advocate as directed by legal counsel, seconded by Supervisor Pothoff. Supervisor Kenniker voting nay. Motion passed.

Adjourn 1:20 p.m.



Harley V. Pothoff (Oct 6, 2025 14:34:43 CDT)

Harley V Pothoff, Chair

Dubuque County Board of Supervisors

ATTEST:



Keith Lucy (Oct 6, 2025 14:13:12 CDT)

Keith Lucy, Dubuque County Auditor