

MINUTES December 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 – Carla Casle, Dubuque spoke about Board of Health appointments. Sandra Larson, Bellevue asked for consideration when appointing.

APPROVAL OF MINUTES – December 1, 2025

CONSENT ITEMS

Class C Retail Alcohol License – Thunder Hills County Club, Inc.

PUBLIC HEARING

Proof of Publication – Public Hearing

ZC#11-23-25 Randy & Virginia Horsfield and William Ostwinkle A-1 Agricultural to A-2 Agricultural Residential.

Motion made by Supervisor Kenniker, seconded by Supervisor Pothoff that the amendment be adopted.

Supervisor McDonough voting nay. Motion carries.

ZC#11-24-25 John & Judith Vonderhaar Revocable Trust and Mike Vonderhaar A-1 Agricultural to A-2 Agricultural Residential

APPROVAL OF PLATS

Resolution 25 – 243 – approved the Preliminary Plat of Wildflower Ridge #5

Resolution 25 – 244 – approved Final Plat at T.R. Pape Subdivision

ACTION ITEMS

Resolution 25 – 245 – approved the hiring of deputies, assistants and clerks

Resolutions – to assign the Patient Advocate Position back to the Board of Supervisors. Tabled

Resolution 25 – 246 – approved Amendment #2 for City of Bankston SWAP Agreement 31-23-POS SWAP Bankston

Resolution 25 – 247 – approved Amendment #2 for City of Rickardsville SWAP Agreement 31-23-POS SWAP Rickardsville

Resolution 25 – 248 – approved Amendment #1for Creative Adventure Lab SWAP Agreement 31-23-POS-SWAP-CAL

COMMUNICATIONS

Conservation Board resignation.

APPOINTMENTS

Appointments

Board of Health – **Motion made by Supervisor McDonough to appoint Sandra Larson with a term ending 12-31-28.**

Seconded by Supervisor Pothoff. Supervisor Kenniker voting nay. Motion carries.

Motion made by Supervisor McDonough to appoint Jeffrey Metcalf to fill a vacancy with a term ending 12-31-27. Motion seconded by Supervisor Pothoff. Supervisor Kenniker voting nay. Motion carries.

John Dolehide appointed with a term ending 12-31-2028.

Catfish Creek Watershed Management – Joseph Dolan appointed with a term ending 12-31-2029

Conservation Board – George Davis appointed with a term ending 12-31-2030. Nick Callahan appointed to fill a vacancy with a term ending 12-31-2026

Disabilities Council – Ann Williams appointed with a term ending 6-30-2028

EMS Board – Patrick Hentges appointed with a term ending 12-31-2029. Nancy Merges appointed with a term ending 12-31-2029.

Historic Preservation Commission – Jason Neises appointed with a term ending 12-31-2028.

Sunnycrest Manor Advisory Board – Sherry Jacobs appointed with a term ending 12-31-2029

SUPERVISORS, BOARDS AND COMMISSIONS UPDATES – Discussion and updates from Supervisors, boards, commissions, and other meetings. Supervisors discussed new developments with airport match and holding payment.

PUBLIC COMMENTS –None

Recess 10:29 a.m. – 10:35 a.m.

WORK SESSION with County Engineer – Engineer report and general discussion: New shared County Engineer Todd Kinney introduced himself. Discussion and possible action regarding Secondary Roads Shops – Spoke about what has been approved for shops and progress. Goal Setting and Priorities - Discussion on keeping projects on task, paper preservation accountability and working the order system. Communication Expectations – Todd will be here for Monday Board Meetings and tentatively two days per week.

WORK SESSION – Discussion on the “Length of Service Award Program” that encourages retention and recruitment for volunteer Firefighters and EMS personnel. Key West Fire representative Mike Lambert spoke about the requirements for the program and the award amount with possible match. Supervisors had consensus on supporting this program. This resolution will be brought back.

WORK SESSION – Discussion on dispatch funding and potential to fund through EMA/General Sup Levy with Dubuque County Sheriff Joe Kennedy. Sheriff Kennedy spoke about the state considering consolidating services and changing surcharge. Discussion on moving EMA to County solely. More discussion is needed and will be held later.

WORK SESSION – Discussion and Direction on Fairgrounds and Dubuque County Fair Association. Planning and Development Director Ed Raber spoke about parcels concerned and previous lease with Dubuque County. Issues with Fairgrounds being able to fundraise with current conditions. Options moving forward include a long-term lease, continuing as is and deeding the property back to the Fair Association. Consensus from Supervisors to deed the property back. A preliminary contract will be brought back.

Recess 12:14 p.m. – 12:20 p.m.

WORK SESSION – Possible Exempt Session pursuant to Iowa Code 21.9 to discuss employment conditions for county employees not covered by collective bargaining agreement.

Motion to go into closed session by Supervisor Kenniker, seconded by Supervisor Pothoff. Supervisor McDonough voting nay and excluding herself from participating in session. Motion carries. Entered closed session at 12:21 p.m.

Motion made by Supervisor Kenniker to re-open the meeting, seconded by Supervisor Pothoff. Meeting re-opened at 12:38 p.m.

WORK SESSION – Possible Exempt Session pursuant to Iowa Code 20.17(3) to discuss collective bargaining strategy for employees covered by a collective bargaining agreement.

Motion to go into closed session by Supervisor Kenniker, seconded by Supervisor Pothoff. Entered closed session at 12:39 p.m.

Motion made by Supervisor Kenniker to re-open the meeting, seconded by Supervisor Pothoff. Meeting re-opened at 1:04 p.m.

WORK SESSION – Possible Closed Session pursuant to Iowa Code 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent, where disclosure would be likely to prejudice or disadvantage the position of the County.

Motion made by Supervisor McDonough to go into closed session, seconded by Supervisor Kenniker. Entered closed session at 1:05 p.m.

Motion made by Supervisor McDonough to re-open the meeting, seconded by Supervisor Kenniker. Meeting re-opened at 1:32 p.m.

Motion made by Supervisor McDonough, seconded by Supervisor Pothoff to approve the settlement with ECR. Supervisor Kenniker voting nay. Motion carries.

Adjourn 1:32 p.m.

Harley V. Pothoff

Harley V. Pothoff (Jan 2, 2025 14:54:36 CST)

Harley V Pothoff, Chair
Dubuque County Board of Supervisors

ATTEST:

Keith Lucy

Keith Lucy (Jan 2, 2025 10:25:58 CST)

Keith Lucy, Dubuque County Auditor