

Waterloo, Iowa, December 9, 2025

The Board of Supervisors of the County of Black Hawk, in the State of Iowa, met in regular adjourned meeting at the Courthouse in Waterloo, County Seat of said County, and electronically via Microsoft Teams, at nine o'clock (9:00 a.m.) pursuant to law, to the rules of said Board, and to adjournment. The meeting was called to order and on roll call there were present: Justin Brandt, Ritch Kurtenbach, Linda Laylin, Chris Schwartz and Tavis Hall, Chair. Absent: None.

Unless otherwise noted, all actions were approved unanimously.

Moved by Laylin seconded by Schwartz that the AGENDA be received and placed on file with the County Auditor as approved. Motion carried.

PRESENTATIONS

Department Highlights of 2025

A. Veterans Affairs – Volando Loveless

Loveless honored the passing of General Curly Hultman and Michael Baker. He noted a decrease in donations due to the presence of AFIL in the community but highlighted that nearly \$2 million in federal funding was secured. Outreach efforts included veterans luncheons, gift baskets, and resource fairs, as well as special events such as Operation Greenlight and community parades. A total of 211 new clients were served through the VA. Additionally, \$3.9 million in monthly assistance was provided to 2,099 veterans. Loveless also discussed participation in the 2025 UAW-FORD Veterans Conference and shared a testimonial from a surviving spouse on the support received from the VA. He concluded by expressing gratitude to the board for the new VA facility.

B. Recorder – Sandie Smith

The office implemented Fidler Technologies, which has transformed business operations by providing more options to access recorded records through a subscription-based membership, creating a new revenue stream. The added software has improved both the efficiency and integrity of records and offers proactive fraud protection for residents at no cost. The office continues to operate a busy passport center with no appointment required, processing 2,662 applications this year. A new passport agent is joining, enhancing service for the community. The office also issued notary fraud alerts and will launch a traveling office in 2026. The recorder thanked the board for their ongoing support.

C. Facilities – Rory Geving

Geving reported that 3,335 work requests were completed in 2025, with 3% planned and 97% unplanned. Facility and infrastructure improvements included enhanced parking lot lighting at the courthouse, targeted staff safety training was provided in CPR, rider mower operation, and fire extinguisher use, among others, along with driver and operator training for Public Health Mobile Clinic staff and seasonal conservation workers. Major projects included courthouse remodels for the Treasurer, Auditor, Elections, Nursing Mothers room and Employee Breakroom, as well as the new Veterans Affairs facility. At Pinecrest, completed work includes first-floor demolition, HVAC upgrades to improve air quality, and staff relocation, with first-floor staff moving into their new offices during the week of December 8.

D. Human Resources – Amanda Fesemeyer

Fesemeyer reported 67 new hires in 2025 and a 16% turnover rate, consistent with previous years. New job classifications included Electrician Technician, Civilian Sergeant, Social Worker, and Disease Prevention Specialist, among others. A new collective bargaining unit, Unit 9 (Public Safety), was established, and an onboarding module was implemented through NeoGov. The Unite Committee developed a charter, addressed challenges related to HF856 (DEI initiatives), and advanced the committee's work. The Policy Review Committee was restructured, three new policies were created and adopted and 16 existing policies were reviewed and updated. Training and professional development opportunities included the Leadership Academy, wellness seminars, and guidance on navigating challenging workplace situations. The HIPAA Committee was created, telework procedures were implemented, and a digital advertising

campaign launched. HR also contributed significantly to the county's strategic plan, emphasizing organizational culture and people initiatives.

Kurtenbach moved the following resolution seconded by Brandt.
BE IT HEREBY RESOLVED by the Board of Supervisors of Black Hawk County, that the Board of Supervisors APPROVE EXPENDITURES, and that the County Auditor be authorized and directed to ISSUE PAYMENTS, against the various settlements of such claims as allowed:

GEN BASIC FUND	
ADD PROP MGMT	rent 450.00
ACC ANALYTICAL TEST	svc 586.00
AMAZON	supl 1,724.61
AUTOMATED SYST OF IA	rpr 1,112.40
BOECKMANN, DENNON	svc 81.50
CAMPBELL SUPPLY	supl 146.88
CAPITAL SANITARY	supl 2,591.20
CASTRO RENTALS	supl 200.00
CV REPORTING	supl 328.80
CIA JUV DET CNT	shltr 30,935.56
CENTURYLINK	util 118.40
COOLEY PUMPING	rpr 385.00
DICKEYS PRINTING	supl 90.00
GRAINGER	supl 15.90
HAWKEYE VILLAGE APT	rent 225.00
IA DEPT OF JUSTICE	svc 47.89
IA PUBLIC HEALTH ASSOC	reg 50.00
ISACS	dues 50.00
JDR	rent 400.00
LOCKE FUNERAL HOME	supl 1,990.00
MALMAISE SUSAN	svc 182.50
MID AM ENERGY	util 48.90
MOTEL 6	shltr 480.00
NELSON, LARRY	rent 200.00
ORTSMAN, HOLLY	supl 46.00
PITTSBURGH PAINTS	svc 221.12
PRINT INNOVATIONS	supl 250.00
RIQOH USA	svc 346.16
RITEN	rent 200.00
RITE ENVIRONMENTAL	supl 2,596.61
RUSSELL CLAMSON	rent 525.00
SANIS LUB	supl 242.41
SHERWIN WILLIAMS	supl 387.41
STOREY KENWORTHY	supl 1,773.81
SUMMIT FOOD	supl 15,521.36
SUSAN FRYE COURT REP	svc 49.50
SVS INVESTS	rent 20.00
TEDS HARDWARE	supl 22.47
THE SHRED MASTER	supl 236.60
TITAN PROP INVEST	rent 275.00
ULINE	supl 1,309.69
USPO	post 300.00
UNITY SO TOWNHOMES	rent 225.00
UNLO	supl 1,484.00
WLOO WATER WORKS	util 400.00
WEST PAYMENT CTR	svc 3,110.86
WHITNEY REPORTING	supl 129.25
IRS	fedpay 53.55
IA DEPT REV	stpay 21,788.65
IPERS	flex 286,978.35
IBC	ipex 2,365.70
BDI	supl 500.62
BICKLEY, MARK	svc 1,790.00
DUNCAN, TARA	svc 850.00
EPM IA	rent 200.00
FORD JILL S	svc 21.50
FRESH START CLEANING	supl 24,500.00
FULLER, ANGELA	svc 1,050.00
GBM PROP MGMT	rent 225.00
HOLMANDEZ, JASON	supl 900.00
HOLZAPFEL SUZANNE	svc 8.50
INVISION ARCH	supl 6,244.74
IRUA	util 211.05
KARENS PRINT RITE	supl 313.05
KLENK, BRENDA	supl 8.50
KRUSE DAVID	rent 225.00
MIROBAC LABS	svc 764.25
NAREY KARI O CSR	supl 9.50
PER MAR SECURITY	svc 4,048.12
ROCK STAR RE	supl 300.00
SIECH JOSHUA	reimb 15.00
STERICYCLE	supl 155.14
WEX BANK	fuel 268.04
ARCHER, TANNER	util 125.00
DAVIS, TREVOR	unif 89.99
JAMISON TIMOTHY	conf 387.60
SCHMIDT JOSEPH R	reimb 15.00
VEEDER, GRANT	othpay 4,281.22
GEN SUPP FUND	
SAINT PAUL UNTO	rent 30.00
STOREY KENWORTHY	supl 6,728.75
IA DEPT REV	stpay 233.00
IPERS	ipers 3,633.81

RURAL BASIC FUND	
IA DEPT REV	stpay 1,558.44
IPERS	ipers 27,393.17
SEC RDS FUND	
AMAZON	supl 590.18
BHC LANDFILL	supl 83.32
EMPLOYEE & FAMILY RES	train 600.00
GILBERTVILLE CITY OF	util 83.06
LA PORTE CITY UTILS	util 273.48
MD COUNTRY MACH	eqp 2,462.21
MITCHELL I	fuel 531.30
PHELPS UNIFORM	unif 353.77
TRUCK CTR CO	supl 107.61
IA DEPT REV	stpay 2,971.40
IPERS	ipers 34,581.28
ANTON SALES	supl 199.90
ASPRO	supl 345.42
BH RENTAL	eqp 52.99
WEX BANK	fuel 8,518.39
EVEN, WAYNE	reimb 329.60
WAGNER, JOHN C	unif 268.30

JAIL COMM FUND	
TURNKEY CORRECT	food 3,363.33
IA DEPT REV	stpay 50.00
IPERS	ipers 1,291.47
BOB BARKER CO	supl 524.51
CP/GUARDIAN	svc 2,233.00
SECURITAS TECH CO	eqp 7,198.90
LOST FUND	
CONST MATERIALS	svc 4,527.78
ASPRO	svc 12,258.18
GO BONDS FUND	
SCHUMACHER ELEVATOR	rpr 40,541.25
BASEPOINT BLDG AUTO	supl 35,000.00
BMC AGGREGATES	supl 415.47
VERACITY EXCAVATING	svc 1,698.12

INS TRUST FUND	
NAVUS HEALTH SOL	ins 43,319.46
HKG INS SOL	ins 1,458.75
WELLMARK	ins 193,404.71
SOLID WASTE FUND	
IA DEPT REV	stpay 130.00
IPERS	ipers 1,764.39
EMERG MGMT FUND	
IA DEPT REV	stpay 136.51
IPERS	ipers 1,332.19
CONS COMM FUND	
CENTURYLINK	util 378.54
IRS	fedpay 23.22
IA DEPT REV	stpay 2,298.00
IPERS	ipers 26,417.82

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.
RECEIVE PROJECT UPDATES FROM DEPARTMENT HEADS/ELECTED OFFICIALS

County Engineer Catherine Nicholas reported that the Secondary Roads Department is preparing for an upcoming snowstorm/blizzard. Moved by Laylin seconded by Brandt that the MINUTES of the Board Meeting held Regular Session on December 2, 2025, be and are hereby approved as submitted. Motion carried.

CONSENT AGENDA

Kurtenbach moved the following RESOLUTION seconded by Schwartz.
A. TO APPROVE, RECEIVE, PLACE ON FILE WITH THE COUNTY AUDITOR

1. The Board of Supervisors APPROVE INTERGOVERNMENTAL JOURNAL ENTRIES, and that the County Auditor be authorized and directed to TRANSFER monies within the various funds as submitted.

Transfer from Fund	Amount	Transfer to Fund	Amount
GEN BASIC-BOARD-OFFICE	121.84	GEN BASIC-MAINTENANCE	121.84
GEN BASIC-AUDITOR	117.82	GEN BASIC-MAINTENANCE	117.82
GEN BASIC-SHERIFF	818.02	GEN BASIC-MAINTENANCE	818.02
GEN BASIC-TREASURER	279.79	GEN BASIC-MAINTENANCE	279.79
GEN BASIC-RECORDER	40.05	GEN BASIC-MAINTENANCE	40.05
GEN BASIC-ATTORNEY	384.80	GEN BASIC-MAINTENANCE	384.80
GEN BASIC-HR	122.66	GEN BASIC-MAINTENANCE	122.66
GEN BASIC-IT	52.92	GEN BASIC-MAINTENANCE	52.92

GEN BASIC-MAINTENANCE	114.95	GEN BASIC-MAINTENANCE	114.95
GEN BASIC-HLTH DEPT	984.25	GEN BASIC-MAINTENANCE	984.25
GEN BASIC-GEN ASSIST	43.92	GEN BASIC-MAINTENANCE	43.92
GEN BASIC-DHS	572.07	GEN BASIC-MAINTENANCE	572.07
GEN BASIC-MENTAL HLTH	38.58	GEN BASIC-MAINTENANCE	38.58
GEN BASIC-VA	130.23	GEN BASIC-MAINTENANCE	130.23
GEN BASIC-BOARD: GEN	849.16	GEN BASIC-MAINTENANCE	849.16
GEN SUPP-CONSERV	145.77	GEN BASIC-MAINTENANCE	145.77
GEN SUPP-AUD: ELECTION	38.46	GEN BASIC-MAINTENANCE	38.46
SEC ROAD-ENGINEER	159.38	GEN BASIC-MAINTENANCE	159.38
EMA-EMA	24.28	GEN BASIC-MAINTENANCE	24.28
ASSESSOR-ASSESSOR	118.72	GEN BASIC-MAINTENANCE	118.72
GEN BASIC-GEN ASSIST	1.48	GEN BASIC-DHS	1.48
GEN BA-SIC-SHERIFF	10,036.34	E911-E911 SVC BOARD	10,036.34
SEC ROAD-ENGINEER	4,333.68	E911-E911 SVC BOARD	4,333.68
GEN BASIC-DHS	8,214.59	GEN BASIC-MAINTENANCE	8,214.59
GEN BASIC-HLTH DEPT	37.50	GEN BA-SIC-SHERIFF	37.50
LOST-TRANSFER	149,818.49	RURAL BASIC-TRANSFER	149,818.49
	177,599.75		177,599.75

2. The PAYROLL ADJUSTMENTS submitted by the various departments and the County Auditor be authorized and directed to adjust records accordingly.

NAME	TITLE	FROM	TO	DATE	CHANGE
SHERIFF, NATHAN NEFF	Buntenbach, Civ Detent				
Kennedy, Officer	\$25.60	\$25.60	11/24/2025	New Hire	
ENGINEER, CATHERINE NICHOLAS	Int Shop				

011, Gary Foreman \$34.02 \$35.72 11/23/2025 Promotion
3. The Sheriff's MONTHLY REPORT of fees as of November 30, 2025.

B. TO RECEIVE AND PLACE ON FILE WITH THE COUNTY AUDITOR

The PERMIT FOR UTILITY WORK WITHIN THE RIGHT-OF-WAY for Cedar Falls Utilities of Cedar Falls, Iowa for placement of underground fiber utility on County right-of-way on W Mount Vernon Rd as recommended by Catherine Nicholas, County Engineer.

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

CONSENT AGENDA ENDS

Laylin moved the following resolution seconded by Schwartz.

BE IT HEREBY RESOLVED that the SUSPENSION requested by Beverly Beaumont on taxes owed for 2025/2026 installments in the amount of \$590.00 for Parcel #8913-13-151-012 located at 1610 Logan Avenue, Waterloo, be approved pursuant to \$427.8 of the Code of Iowa and the County Treasurer be authorized and directed to adjust her records accordingly.

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

Kurtenbach moved the following resolution seconded by Schwartz.

BE IT HEREBY RESOLVED to approve the ABATEMENT of property taxes for the 2021 and 2022 tax years for inactive Parcel #8812-35-326-020, located at 7519 Ness Rd., Waterloo, owned by James D. Jenkins, in the total amount of \$315.00, pursuant to \$445.16 of the Code of Iowa, and to authorize and direct the County Treasurer to adjust her records accordingly.

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

Schwartz moved the following resolution seconded by Laylin.

BE IT HEREBY RESOLVED in an effort to support and ensure that individuals with serious mental illness have access to safe, stable, and therapeutic housing within their home community, the Black

Hawk County Board of Supervisors confirms that the expansion of the Intensive Residential Service Home (IRSH), located in Waterloo, Iowa, from four (4) to five (5) residents, does not create an overconcentration of Home as a Community-Based Services (HCBS) members within the county surrounding area. Signing of this acknowledgment grants permission for Elevate CCBHC to utilize the fifth bedroom in the Waterloo IRSH home as approved by the Iowa Department of Health and Human Services (IHS).

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

Schwartz moved the following resolution seconded by Brandt.

BE IT HEREBY RESOLVED to AMEND the minutes of the Board of Supervisors meeting held on January 28, 2025, which stated that the Multi-Department Remodel Project was "approximately \$2,500 over budget" for the finish work around the Auditor's Office/conference room, to instead reflect the accurate amount of \$3,516.74 of project contingency funds requested in addition to the project allowance of \$12,755.69 previously approved to be reflected on the final project reconciliation.

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

Moved by Schwartz seconded by Laylin that the TRAVEL REQUEST submitted by Ritch Kurtenbach, County Supervisor, be approved and to direct the Chair to sign for same: mileage cost of \$96.00 to attend the ISAC District Supervisors Meeting in Dubuque on December 3rd, 2025. Motion carried.

Moved by Brandt seconded by Schwartz that the TRAVEL REQUEST submitted by Ritch Kurtenbach, County Supervisor, be approved and to direct the Chair to sign for same: cost of \$426.00 to attend IASC Statewide Supervisors Meeting in Des Moines on January 29th, 2026. Motion carried.

Discussion/Possible Board Action – FY26 Community Services Funding- The board reviewed \$500,000 in funding requests. The process was noted to be smooth and well-structured, with the Board of Supervisors scoring and grading the proposals for the first time. Discussion focused on how to determine the allocation of the funds.

Kurtenbach made recommendations regarding the proposals. Hall expressed concern that none of the recipients addressed economic development, while Laylin emphasized the importance of childcare and transportation to support residents in accessing work. The board agreed to revisit the conversation on the 23rd. No action was taken at this meeting.

Discussion of the board meetings for the week of December 29, 2025. The board discussed the tentative meetings scheduled for the week of December 29 and considered whether it was necessary to hold two separate meetings to combine them into one on January 2. The regularly scheduled board meeting was tentatively set for December 30, with the organizational meeting on January 2. No action was taken, and the board agreed to wait until the December 23 meeting to finalize the dates, times, and agenda items.

At 10:35 a.m., a public hearing was held as provided by law in Board Room 201 of the Black Hawk County Courthouse, 316 E. 5th Street, Waterloo, Iowa at which time all interested persons could appear and file objections on the proposed Raymond Road H.M.A. resurfacing with milling, project LFM-5031--7X-07.
Moved by Laylin seconded by Schwartz to receive and place on file proof of publication of notice of public hearing. Motion carried.
Moved by Laylin seconded by Brandt to close the hearing after oral/written comments are received. Motion carried.

At 10:36 a.m. the Chair announced the time had arrived in accordance with prior action and as advertised, for the receiving and opening of bids for the Raymond Road H.M.A. resurfacing with milling, project LFM-5031--7X-07.
The Board of Supervisors examined proof of publication of notice to bidders and determined that said notice had been published in the Waterloo/Cedar Falls Courier on November 22, 2025, in accordance with the requirements of the Code of Iowa.
The Chair announced the following sealed bids were all received by three o'clock (3:00) p.m. Monday, December 8, 2025, as stated in the Notice to Bidders. The time of announcement being 10:37 a.m., the following bids were opened and read: Nicholas noted the estimated cost was \$1,175,000.

At 10:38 a.m., a public hearing was held as provided by law in Board Room 201 of the Black Hawk County Courthouse, 316 E. 5th Street, Waterloo, Iowa at which time all interested persons could appear and file objections on the proposed Washburn Road Bridge Repairs project LFM-3038--7X-07.

Moved by Kurtenbach seconded by Schwartz to receive and place on file proof of publication of notice of public hearing. Motion carried.

Moved by Brandt seconded by Laylin to close the hearing after oral/written comments are received. Motion carried.

At 10:39 a.m. the Chair announced the time had arrived in accordance with prior action and as advertised, for the receiving and opening of bids for the Washburn Road Bridge Repairs project LFM-3038--7X-07.

The Board of Supervisors examined proof of publication of notice to bidders and determined that said notice had been published in the Waterloo/Cedar Falls Courier on November 18, 2025, in accordance with the requirements of the Code of Iowa.
The Chair announced the following sealed bids were all received by three o'clock (3:00) p.m. Monday, December 8, 2025, as stated in the Notice to Bidders. The time of announcement being 10:37 a.m., the following bids were opened and read: Nicholas noted the estimated cost was \$1,175,000.

NAME	CITY	AMOUNT
ASPRO, INC	WATERLOO, IA	\$1,076,192.70

Moved by Brandt seconded by Laylin that the Board of Supervisors receive and place on file the bids for the Raymond Road H.M.A. resurfacing with milling, project LFM-5031--7X-07 to allow time to review said bids as recommended by Catherine Nicholas, County Engineer. Motion carried.

At 10:38 a.m., a public hearing was held as provided by law in Board Room 201 of the Black Hawk County Courthouse, 316 E. 5th Street, Waterloo, Iowa at which time all interested persons could appear to file objections on the proposed Washburn Road Bridge Repairs project LFM-3038--7X-07.

Moved by Kurtenbach seconded by Schwartz to receive and place on file proof of publication of notice of public hearing. Motion carried.

Moved by Brandt seconded by Laylin to close the hearing after oral/written comments are received. Motion carried.

At 10:39 a.m. the Chair announced the time had arrived in accordance with prior action and as advertised, for the receiving and opening of bids for the Washburn Road Bridge Repairs project LFM-3038--7X-07.

The Board of Supervisors examined proof of publication of notice to bidders and determined that said notice had been published in the Waterloo/Cedar Falls Courier on November 18, 2025, in accordance with the requirements of the Code of Iowa.

The Chair announced the following sealed bids were all received by three o'clock (3:00) p.m. Monday, December 8, 2025, as stated in the Notice to Bidders. The time of announcement being 10:40 a.m., the following bids were opened and read: Nicholas noted the estimated cost was \$750,000.

NAME	CITY	AMOUNT
BOULDER CONTRACTING, LLC	GRUNDY CENTER, IA	\$965,301.00
CRAMER AND ASSOC, INC	GRIMES, IA	\$1,407,841.00
PETERSON CONTRACTORS, INC	REINBECK, IA	\$784,088.95

Moved by Kurtenbach, seconded by Brandt that the Board of Supervisors receive and place on file the bids for Washburn Road Bridge Repairs project LFM-3038--7X-07 to allow time to review said bids as recommended by Catherine Nicholas, County Engineer. Motion carried.

ANY REPORTS OR INFORMATION FROM THE BOARD

Supervisor Kurtenbach – Reported on the ISAC Supervisor District meeting. Key points included county budgets, the impact of HF718, and the ability to bond for equipment. The 2026 ISAC legislative priorities were shared. He also noted that the requested takeaways were shared with the CV Coalition, with a focus on federal funding for public health.

Supervisor Hall- Announced the holiday party scheduled for 4:00 p.m. at Experience Waterloo.

CLOSED SESSION

Kurtenbach moved the following resolution seconded by Brandt.

BE IT HEREBY RESOLVED that that pursuant to the provision of the Iowa Open Meetings Law, under §21.5(1)(c), Code of Iowa, the Black Hawk County Board of Supervisors shall proceed into closed session for the purpose of discussing strategy with counsel in a matter presently in litigation, where disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

AYES: Brandt, Kurtenbach, Laylin, Schwartz, Hall.
NAYS: None. Resolution adopted.

Moved by Brandt seconded by Laylin to adjourn that the Board of Supervisors meeting in closed session be adjourned. Motion carried.

Moved by Kurtenbach, seconded by Laylin to approve Stipulation and Motion for Stay in Salterberg et al. v. Reynolds et al. Motion carried.

On motion and vote the meeting adjourned.

Tavis Hall, Chair, Board of Supervisors

Karen Showalter, County Auditor