PROCEEDINGS OF THE POLK COUNTY BOARD OF SUPERVISORS

The Polk County Board of Supervisors met in mandatory session Friday, January 2, 2026 at 1:05 p.m.

MEMBERS PRESENT: Mark Holm, Tom Hockensmith, Angela Connolly, Jill Altringer, Matt McCoy.

RESOLUTIONS:

Resolution regarding election of Chairperson of the Polk County Board of Supervisors for calendar year 2026.

VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.
VOTE NO: Hockensmith, Connolly.

Resolution regarding election of Vice-Chairperson of the Polk County Board of Supervisors for calendar year 2026.

VOTE YEA: Holm, Connolly, Altringer, McCoy.
VOTE NO: Hockensmith.

Moved by Holm, Seconded by Altringer to dispense with the reading of the December 16, 2025 Board of Supervisors minutes and they stand approved as printed.
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

The Bills as certified were allowed or disallowed on each according to the certified list(s), claim numbers 202512230001 – 202512231186 and 202512300001 – 202512300435.
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

PERMITS:

Renewal application for Class "C" Retail Alcohol License for Caporales, located at 4500 NW 6th Dr, Des Moines.
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

RESOLUTIONS:

Resolution approving Preliminary Plat of Saydel Commercial Plat 2.

Resolution approving the Final Plat of Delaney Acres Plat 1.

Resolution approving a permanent storm sewer easement (Dougherty).

Resolution approving Weatherization Project 20-00-9995 in the amount of $16,085.35 to be awarded to an approved contractor.

Resolution approving a Cooperative Public Service Agreement with the City of Ankeny for NW 72nd Place Project.

Resolution concerning Construction Evaluation of confinement feeding facilities in Polk County.

Resolution approving Amendment #2 to the Cost Share Grant Agreement with the Iowa Department of Agriculture and Land Stewardship for the construction of Broadway Avenue water quality improvements.

Resolution approving Union Pacific RCE Grant 22905 Agreement for the Broadway Avenue Phase 2 Crossing Elimination and Safety Improvements Project.

Resolution approving Broadway Phase 2 Crossing Elimination & Safety Improvements Project Easements.

Resolution approving Opioid Settlement Funds for the City of Des Moines and Full Circle Recovery Community Centers Targeted Opioid Response Team.

Resolution approving Medical Director Agreement for the PCSO Communications Center’s EMD Program.

Resolution approving Agreement for Professional Service with Blood Draw Contractor (Shipman).

Resolution approving Granicus GovQA for 3 year renewal.

Resolution approving Agreement with Epignosis LLC.

Resolution approving Agreement with Jotform Inc.

Resolution authorizing official publications for 2026.

Resolution approving City of Bondurant Abatement.

Resolution approving City of Grimes Abatement.

Resolution approving City of Urbandale Abatement.

Resolution approving Manufactured Home Abatement.

Resolution approving Summary of Depositories.

Resolution approving Investment Policy.

Resolution abating taxes for Farrar Bible Fellowship for a property at 11180 NE 134th Ave, Maxwell (District/Parcel 300/00321-001-000, Geoparcel 8122-23-476-031).

Resolution abating taxes for Urbandale Food Pantry for a property at 7901 Douglas Ave, Urbandale (District/Parcel 312/01998-002-000, Geoparcel 7925-23-379-029).

Resolution approving Community Development Grant Award for Jaguar Basketball Committee, fiscal agent for Ankeny Community School District.

Resolution approving Community Betterment Grant Awards.

Resolution approving Community Sponsorship Awards.

REC'D & FILED: Polk County Treasurer Semi-Annual Report, January 1 – June 30, 2025.

REFERRED TO TREASURER & CO ATTORNEY: Notice of Appraisement of Damages and Time for Appeal in the Matter of the Condemnation of Land for Development Pursuant to the Ashworth Road Reconstruction Project (Spencer, 2300 Ashworth Rd, West Des Moines).

REFERRED TO PUBLIC WORKS & CO ATTORNEY: City Development Board Filing of Written Decision in the Matter of the City of Urbandale Voluntary Severance from the City of Grimes and Annexation into Urbandale within the Urbanized Area of the City of Grimes.

APPOINTMENTS: Moved by Connolly, Seconded by Holm that the following Resolution be adopted: BE IT FURTHER RESOLVED that the individuals named on this Memorandum be approved for personnel action:

Alexandra Arndt, Deputy Director HR, Human Resources, $152,759 retro to 12/16/25
Shawn Berry, Detention Specialist, Sheriff, $116,522 retro to 12/25/25
Jacob Campos, Water Resources Engineer, Public Works, $114,883 beginning 1/12/26
Martha Cheatem, Legal Secretary, County Attorney, $57,675 beginning 1/5/26
Michael Danforth, Equipment Operator, Public Works, $62,289 beginning 1/5/26
Steven Lowry, Sergeant, Sheriff, $98,202 beginning 1/10/26
Constance McGough-Kaufmann, Fam Svc Prog Admin, CFYS, $122,348 begin 1/10/26
Cesare Moore, Youth Services Team Leader, CFYS, $116,522 beginning 1/14/26
Jarred Mumm, Sergeant, Sheriff, $100,661 beginning 1/10/26
Jacob Murillo, Sergeant, Sheriff, $103,683 beginning 1/24/26
Addria Olson, Public Health Communications Super, Health, $99,239 beginning 1/10/26
Dalia Rios, Youth Services Worker PT, CFYS, $29.846 beginning 1/5/26
Jason Sadler, Sergeant, Sheriff, $108,921 beginning 1/10/26
Stacie Schietzelt, Admin Support Assistant, Public Works, $45,785 beginning 1/5/26
Craig Scott, Detention Sergeant, Sheriff, $116,522 retro to 11/27/25
Ryan Walker, Accounting Technician, Auditor, $63,443 beginning 1/5/26
Chong Wong, Lieutenant, Sheriff, $130,631 beginning 1/10/26
Matthew York, Lieutenant, Sheriff, $111,669 beginning 1/10/26

VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

BOARD COMMENTS: Supervisor McCoy thanked Supervisor Altringer for her leadership and congratulated Supervisor Holm for his election to Vice Chair in 2026, and acknowledged other elected officials and staff. Supervisor McCoy made comments in regards to the Board's accomplishments in 2025 and plans for 2026. Supervisor Altringer thanked those present and made comments in regards to the Polk County Strategic Plan. Supervisor Hockensmith thanked John Norris for his work on water quality.

MOTION: Moved by Holm, Seconded by Altringer to go into Closed Session to review or discuss records which are required or authorized by state law to be kept confidential pursuant to section 21.5(1)(a).
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

MOTION: Moved by Altringer, Seconded by Holm to return to Open Session.
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

LET THE RECORD SHOW there was no action taken in closed Session and no action taken, when the Board returned to open session, as a result of the closed session meeting.

MOTION: Moved by Holm, Seconded by Connolly to go into Closed Session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent, where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, pursuant to section 21.5(1)(c).

MOTION: Moved by Altringer, Seconded by Connolly to return to Open Session.
VOTE YEA: Holm, Connolly, Altringer, McCoy.

LET THE RECORD SHOW there was no action taken in closed Session and no action taken, when the Board returned to open session, as a result of the closed session meeting.

LET THE RECORD SHOW all resolutions, including Public Hearings, were approved unanimously, unless otherwise noted.

Moved by Holm, Seconded by Connolly to adjourn until January 13, 2026 at 10:30 a.m.
VOTE YEA: Holm, Connolly, Altringer, McCoy.