

## **Regular Session Agenda**

**Tuesday, January 6, 2026 - 9:00 a.m.**

Frank Magsamen Board Room #201  
Black Hawk County Courthouse, Waterloo, IA

### **OUR MISSION:**

Cultivating a diverse community that embraces our unique assets  
positioning our county as a thriving center for all to live, work, and succeed.

### **OUR CORE VALUES:**

Collaboration   Service   Innovation   Efficiency   Accountability  
Transparency   Financial Responsibility

#### ***Join meeting via Microsoft Teams***

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

Meeting ID: 275 009 241 251 Passcode: RV6jq2oH

### **GENERAL RULES FOR PUBLIC PARTICIPATION**

1. You may address any item on the agenda by stepping up to the podium. After recognition by the Chair, state your name, address, and group affiliation (if appropriate) and speak clearly into the microphone.
2. You may speak one (1) time per agenda item for a maximum of three (3) minutes.
3. The "Public Comments" section of the agenda is your opportunity to address items not on the agenda. A speaker may speak on one (1) issue per meeting for a maximum of three (3) minutes. Official action cannot be taken by the Board at that time but may be placed on a future agenda or referred to the appropriate department.
4. Keep comments germane and refrain from personal, impertinent, or slanderous remarks.
5. Questions concerning these rules, or any agenda item may be directed to the Board Office.
6. Please turn cell phones off during the board meeting.

**Black Hawk County strives to ensure that its programs and activities do not discriminate on the basis of race, color, national origin, sex, age, disability, sexual orientation, or gender identity. Persons requiring assistance, auxiliary aids or services, or accommodation because of a disability may contact the county's ADA coordinator at (319) 833-3008.**

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**ROLL CALL**

**MOMENT OF SILENCE – To Reflect on Actions**

**PLEDGE OF ALLEGIANCE**

**1. AGENDA RECEIVED AS PROPOSED OR AS AMENDED**

**2. PUBLIC COMMENTS**

**3. YEARS OF SERVICE AWARD –** to employee with twenty or more years of service.

**4. CLAIMS AND PAYMENTS**

Resolution – that the Board of Supervisors APPROVE EXPENDITURES, and that the County Auditor be authorized and directed to ISSUE PAYMENTS, against the various settlement of such claims as allowed.

**5. RECEIVE PROJECT UPDATES FROM DEPARTMENT HEADS/ELECTED OFFICIALS**

**6. MINUTES APPROVED –** Regular-December 30, 2025, and Organizational-January 2, 2026.

**7. CONSENT AGENDA**

The following items will be acted upon by a single **RESOLUTION**, without separate discussion, unless someone from the board or the public requests that a specific item be considered separately.

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

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

1. The Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2025, submitted by Michelle Weidner, Finance Director.
2. The electronic notice from the DNR for the electronic receipt and approval of the MANURE MANAGEMENT PLAN (MMP) update submitted by Mantello LLC ID #65096 located at 7133 Independence Ave, Waterloo, IA in Black Hawk County pursuant to 567 *Code of Iowa* §455B.

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**8. OTHER BUSINESS**

- A. Motion - to direct staff to publicize the vacancy on the Conservation Board, including the qualifications required for interested candidates.
- B. Resolution – that the updated list of financial institutions, reflecting a name change, be approved as the 2026 DEPOSITORIES of Black Hawk County funds in conformance with all applicable provisions of 12B and 12C of the *Code of Iowa* in amounts not to exceed the maximum approved for each respective financial institution as submitted.

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- C. Resolution-that the STATEMENT OF COMPLETION and FINAL ACCEPTANCE OF WORK for Project BRS-C007(173)--60-07, Dubuque Road Culvert Replacement, be approved and direct the Chair to sign for same and authorize and direct the Auditor to make final payment in the amount of \$15,150.35 with a total project cost of \$495,774.71 as recommended by Catherine Nicholas, County Engineer (Project contracted at \$505,011.69, contractor K Construction, Inc., Elkader, Iowa).
- D. Resolution - that the Title VI AGREEMENT between Black Hawk County and the Iowa Department of Transportation naming Catherine Nicholas, the County Engineer, as the designated Title VI Coordinator be approved and direct the Chair to sign for same.
- E. Resolution - that the Title VI ASSURANCE between Black Hawk County and the Iowa Department of Transportation stating that Black Hawk County will comply with the following statutory/regulatory authorities; Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and 28 C.F.R. Part 21 in order to receive Federal financial assistance from the United States Department of Transportation be approved and direct the Chair to sign for same as recommended by Catherine Nicholas, County Engineer.
- F. Motion – to approve Supervisors, Ritch Kurtenbach and \_\_\_\_\_ to attend the ISU Extension Critical Governance virtual training sessions in 2026 at a cost of \$250 each.

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## 9. WORK SESSION

Discussion – Consideration of all aspects of the FY27 Black Hawk County Budget.

1. Property Valuations – Michelle Weidner
2. Department Presentations:
  - i. General Assistance – Kolleen Schipper
  - ii. Recorder – Sandie Smith
  - iii. Veterans Affairs – Yolando Loveless
  - iv. Mental Health Patient Advocate – Michelle Weidner
  - v. Public Health – Kaitlin Emrich and Todd Parsons

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## 10. ANY REPORTS OR INFORMATION FROM THE BOARD

## 11. ADJOURNMENT

### FOR YOUR INFORMATION:

Meetings can be viewed on YouTube [youtube.com/c/blackhawkiowa](https://www.youtube.com/c/blackhawkiowa) or Waterloo Cable Access Channel 15 at [cityofwaterlooiowa.com/government/city\\_clerks/waterloo\\_community\\_television/index.php](https://cityofwaterlooiowa.com/government/city_clerks/waterloo_community_television/index.php).

### Contact a Board Supervisor with your comments or concerns:

Justin Brandt	319-833-3077	<a href="mailto:jbrandt@blackhawkiowa.gov">jbrandt@blackhawkiowa.gov</a>
Tavis Hall	319-833-3078	<a href="mailto:thall@blackhawkiowa.gov">thall@blackhawkiowa.gov</a>
Linda Laylin	319-833-3076	<a href="mailto:llaylin@blackhawkiowa.gov">llaylin@blackhawkiowa.gov</a>
Chris Schwartz	319-833-3074	<a href="mailto:cschwartz@blackhawkiowa.gov">cschwartz@blackhawkiowa.gov</a>
Ritch Kurtenbach	319-833-3075	<a href="mailto:rkurtenbach@blackhawkiowa.gov">rkurtenbach@blackhawkiowa.gov</a>

Our web site is: [www.blackhawkiowa.gov](https://www.blackhawkiowa.gov)

**PLEASE NOTE: THE BOARD OF SUPERVISORS AGENDA DEADLINE IS THURSDAY AT NOON.**