

## **– CONFERENCE BOARD MINUTES –**

The Kossuth County Conference Board met Tuesday, February 13, 2024, at 4:00 p.m. in Kossuth County Board Room.

The members present were:

Board of Supervisors: Jack Plathe – 2<sup>nd</sup> District, Joshua Waechter – 3<sup>rd</sup> District, Kyle Stecker – 4<sup>th</sup> District (telephone) and Roger Tjarks – 5<sup>th</sup> District.

Mayors: Rick Murphy – Algona, Tom Johnson – Bancroft, Christy Skilling – Burt, Dave LaGue – Titonka, Craig Larson - Wesley and Kimberly Johnson – West Bend.

School Board: Todd Louwagie – Algona and Gene Miller – North Union.

Also in attendance were Christopher Lawson – Assessor, Brandon Ostwald – Field Appraiser and Nancy Dixon-Knecht – Clerk.

The first item on the agenda was to approve the minutes from the January 10, 2024, meeting. There was a motion by Mayor, Tom Johnson and second by School Board, Gene Miller to approve the minutes as presented. On a voice vote, the motion was carried.

Assessor Christopher Lawson reviewed the Annual Report, noting the expiring Board of Review term and recently appointed Examining Board position. Also mentioned was the current P.A.A.B. and District Court litigation.

Next Assessor Lawson explained the proposed budget for 2024/2025 Assessment Expense Fund. The proposed salary for the Assessor a 2% increase at \$97,570 with the Deputy Assessor at 80% (\$78,056), Clerk – Nancy Dixon - Knecht at a 2% increase with longevity to \$52,575 and Field Appraiser - Brandon Ostwald at a 2% increase with longevity to \$49,675. FICA and IPERS were adjusted accordingly, Insurance had an increased contribution approved by the Supervisors totaling \$110,784. Postage increased for 2025 Assessment Notice mailing, Data Processing increased 10% after consulting the IT Director. Pictometry line had additional for Change Finder and additional was added under Car Expense for the purchase of a vehicle. Chair Stecker asked if there was a need to break out into groups or if there were any questions or concerns with the proposed budget as presented. There was a question and discussion regarding the current Assessor salary.

Then Assessor Lawson explained the purpose and need for Outside Legal Counsel. Motion by Supervisor, Roger Tjarks, to allow for the use of Outside Legal Counsel. Second by Mayor, Christy Skilling, voice vote, motion carried.

Assessor Lawson explained that the Board of Review term of Tricia Garry expired 12/31/2023. Motion by Supervisor, Joshua Waechter to reappoint Tricia Garry for a 6-year term, expiring 12/31/2029. Seconded by Mayor, Rick Murphy, voice vote, motion carried.

The next item on the agenda was to set the date for the Public Hearing on the proposed budget. Mayor, Tom Johnson made a motion to set the Public Hearing for March 5th, 2024, at 12:00 p.m. Supervisor, Joshua Waechter, seconded the motion, voice vote, motion carried.

Supervisor Stecker adjourned the meeting.

The meeting was adjourned at 4:24 p.m.

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Kyle Stecker, Chair of the Conference Board

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Christopher Lawson, Clerk