

# Minutes of the Clayton County Conference Board

January 23rd, 2024

The Clayton County Conference Board met on January 23rd, 2024, for the purpose of approving a proposed budget for operation of the Clayton County Assessors office for Fiscal Year Ending June 30, 2025.

The meeting was called to order by Chairman Ray Peterson at 8:30 a.m. in the Supervisors meeting room at the County Office Building, 600 Gunder Road, Elkader, Iowa.

The following members were present:

**Mayors:**

**School Boards:**

**Supervisors:**

Josh Pope, Elkader	Mike Finnegan, Clayton Ridge	Ray Peterson
Grant Langhus, Monona		Steve Doeppeke
		Doug Reimer

Also present was Andy Loan Clayton County Assessor.

Andy reviewed the makeup of the Conference board and its units and noted to the board that quorum was met for the board by two of the three units having two or more members. Andy also explained the voting procedure for the units for the various actions that can be on the agenda.

The minutes of the February 28, 2023, public meeting were mailed to the members prior. Motion was made by Mike Finnegan and seconded by Doug Reimer to approve the minutes as presented. All were in favor, motion passed.

Andy reviewed the office report for 2023. He noted the office mostly remained unchanged. It was a busy year with the assessed value changes, and he highlighted the changes to legislation mainly the new 65+ homestead exemption which created a lot of workload for that signup late spring into summer.

The proposed budget was mailed to the Conference Board for the fiscal year ending June 30<sup>th</sup>, 2025. Andy had presented to the board in the mailing the proposed budget amounts and report of each line item. Andy then reviewed the changes in the budget. He noted the added line of HR & Insurance. This line is to help expense the assessors office part of using the newly contracted HR and existing insurance costs the office uses from the county. The salary increases were calculated at 3%. The Deputy position was calculated at 74% of the Assessor salary. This was the typical 2% step increase we have been following since Tammy's appointment. Health insurance expense line was set at \$52,000, which is the same amount as prior years. The proposed salaries were Assessor at (\$87,000), Deputy Assessor at (\$64,380), Office Manager at (\$61,905), Deeds Clerk at (\$51,263). FICA was set to \$20,500 and IPERS to \$25,000. The total expenditures proposed is at \$501,248. The proposed budgets tax asking will be increasing by \$10,000 to \$420,000.

Motion was made by Doug Reimer to approve the budget as proposed. Seconded by Josh Pope. Voting took place on the motion to approve the budget as follows: School Boards, Finnegan-yes; Mayors, Pope-yes, Langhus-yes; Supervisors, Peterson-yes, Reimer-yes, Doeppke-yes. Two of the three units had quorum and were in favor, motion passed.

This would set the total expenditures at \$501,248 for fiscal year ending 2025. Salaries as follows; Assessor \$87,000, Deputy Assessor \$64,380, Office Manager \$61,905, Deeds Clerk \$51,263. Health insurance line at \$52,000. The levy rate will be set at \$.3618.

The board next discussed the appointment of Robyn Denning to the County Board of Review. A motion was made by Ray Peterson to appoint Denning back onto the Board of Review. Seconded by Steve Doeppke. All were in favor, motion passed.

It was agreed to set the date of the Public Hearing on the budget as approved on Tuesday February 20th, 2024, at 8:30 a.m. at the County Office building 600 Gunder Road, Supervisors office room, Elkader, Iowa.

A motion to adjourn was made by Josh Pope and seconded by Mike Finnegan. All in favor, Meeting was adjourned at 9:20 a.m.

**ATTEST:**

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Andy Loan  
Clerk, County Conference Board

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Ray Peterson  
Chairman, County Conference Board