

## **Worth County Conference Board**

### **Meeting Minutes**

**Date:** Wednesday, September 10, 2025

**Time:** 6:00 p.m.

**Location:** Worth County Courthouse, Northwood, Iowa

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#### **1. Call to Order**

Chairperson Mark Smeby called the meeting to order at 6:00 p.m. A quorum was present as prescribed by law. Some members attended via Zoom due to scheduling conflicts.

**The purpose of this meeting was to pass a budget amendment for the Worth County Assessor's FY 2026 budget.**

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#### **2. Roll Call**

##### **Present:**

- **Supervisors:** Mark Smeby, Enos Loberg
- **Mayors:** Doug Moehle, Corey Pulju, Rebecca Martinson
- **School Board Reps:** Joe Rowe, Kari Osheim (Zoom), Kim Severson (Zoom)
- **Assessor's Office:** Cindy Thompson, Andrea Myli, Jay Heims

##### **Absent:**

- **Supervisors:** A.J. Stone
  - **Mayors:** Nick Bailey, John Bork, Rick Scholbrock, Timothy O'Keefe
  - **School Board Reps:** Bradley Christianson, Kyle Tabbert
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#### **3. Approval of Agenda and Previous Minutes**

- Motion by Joe Rowe, seconded by Corey Pulju, to approve the agenda. Motion carried.
- Motion by Rebecca Martinson, seconded by Joe Rowe, to approve the minutes from the March 4, 2025, meeting. Motion carried.

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#### 4. Guest Presentation

Ray Armel, President of the Iowa State Association of Assessors, gave a presentation to the Conference Board and answered questions.

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#### 5. Budget Amendments

##### a. Vehicle Replacement

The Assessor's Office will trade in its 2017 Chevy Traverse and purchase a new office vehicle.

- Motion by Corey Pulju, seconded by Joe Rowe, to transfer \$35,000 from the Assessor Reserve Fund into the FY 2026 budget for automobile replacement.
- Motion carried unanimously.

##### b. Legal Expenses

Additional funds are needed for legal expenses related to the ongoing PAAB case with POET Biorefining.

- Motion by Enos Loberg, seconded by Doug Moehle, to transfer \$30,000 from the Assessor Reserve Fund into the FY 2026 budget for legal expenses.

#### Vote Results:

- **School Board Reps:** Kari Osheim – Aye; Joe Rowe – Abstained
  - **Mayors:** Doug Moehle – Aye; Corey Pulju – Abstained; Rebecca Martinson – Aye
  - **Supervisors:** Enos Loberg – Aye; Mark Smeby – Aye
  - Motion carried.
  - The budget amendment will be published in the *Northwood Anchor* and the *Manly Junction Signal*.
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#### 6. Staffing Changes

Chief Deputy Assessor Judy Stevens has officially retired from her full-time position. She will remain on the payroll as a part-time employee. Andrea Myli has been appointed as the new Chief Deputy Assessor. Motion by Corey Pulju, seconded by Rebecca Martinson, to

approve the new Chief Deputy salary at the same rate as her predecessor. Motion carried unanimously.

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## **7. Public Hearing Notice**

A public hearing is scheduled for September 26, 2025, at 12:00 p.m. at the Worth County Courthouse in Northwood, Iowa.

The Board met to file the budget estimate and amend the proposed budget for the Worth County Assessor's Office for FY 2025–2026. The Clerk was instructed to publish the proposed budget and hearing date in accordance with legal requirements—one insertion at least ten days prior to the hearing in the official county newspapers.

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## **8. Adjournment**

Motion to adjourn by Enos Loberg, seconded by Doug Moehle.

**Meeting adjourned at 7:21 p.m.**

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**Chairperson:** \_\_\_\_\_

**Attest – Clerk, Conference Board:** \_\_\_\_\_

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## **9. Public Access Statement**

These minutes are considered a public record in accordance with Chapter 22 of the Iowa Code (Iowa Open Records Law). A copy of the official minutes is available for public inspection at the Worth County Assessor's Office during regular business hours and may also be requested in accordance with applicable public records procedures.