

Worth County Conference Board

Meeting Minutes

Date: Wednesday, December 10, 2025

Time: 6:00 p.m.

Location: Worth County Courthouse, Northwood, Iowa

1. Call to Order

Acting Chairperson Enos Loberg called the meeting to order at **6:02 p.m.** A quorum was present as required by law. Some members participated remotely via Zoom due to scheduling conflicts.

The purpose of the meeting was to hold a public hearing and act upon a budget amendment for the Worth County Assessor’s FY 2026 budget.

2. Roll Call

Present:

- **Supervisors:** AJ Stone, Enos Loberg, Mark Smeby (arrived at 6:08 p.m.)
- **Mayors:** Douglas Moehle
- **School Board Representatives:** Joe Rowe, Kari Osheim, Kim Severson, Bradley Christianson, Kyle Tabbert
- **Assessor’s Office:** Assessor: Cindy Thompson, Chief Deputy Assessor: Andrea Myli

Absent:

- **Mayors:** Nick Bailey, John Bork, Rick Scholbrock, Timothy O’Keefe, Corey Pulju, Rebecca Martinson

3. Approval of Agenda and Previous Minutes

- Motion by Stone, seconded by Rowe, to approve the agenda. **Motion carried.**
- Motion by Christianson, seconded by Moehle, to approve the minutes from the November 17, 2025 meeting. **Motion carried.**

4. Proof of Publication

The Proposed Budget Amendment was published in:

- *Northwood Anchor* on November 26, 2025
- *Manly Junction Signal* on November 27, 2025

5. Proposed Budget Amendment FY 2026 – Transfer of Funds for Expenses and Wage Increases

Due to decreased staffing, Assessor Thompson proposed changing hours worked from **35 hours per week to 40 hours per week**. To reflect the increased hours, Assessor Thompson proposed redistributing existing wage allocations, resulting in the following salary adjustments:

- Assessor: from **\$78,595** to **\$86,000** annually
- Chief Deputy Assessor: from **\$62,751** to **\$69,720** annually

Assessor Thompson also proposed transferring the following from the Assessor Reserve Fund into the FY 2026 budget:

- **\$35,000** for the purchase of a new vehicle
- **\$30,000** for legal expenses due to ongoing PAAB cases

The proposed budget amendment does **not** increase the property tax levy.

6. Public Hearing

Motion by Stone, seconded by Severson, to recess the meeting and open the public hearing. **Motion carried.**

Roll Call Vote to Open the Public Hearing:

- **School Board Representatives:** Rowe – Aye; Osheim – Aye; Severson – Aye; Christianson – Aye; Tabbert – Aye
 - **Mayors:** Moehle – Aye
 - **Supervisors:** Loberg – Aye; Stone – Aye
- Motion carried.**

Assessor Thompson summarized the proposed budget amendment. Chairperson Loberg asked for public comments.

No public comments were offered, and none had been received prior to the hearing.

Motion by Stone, seconded by Tabbert, to close the public hearing and reconvene the Conference Board meeting. **Motion carried.**

Roll Call Vote to Close the Public Hearing:

- **School Board Representatives:** Rowe – Aye; Osheim – Aye; Severson – Aye; Christianson – Aye; Tabbert – Aye
 - **Mayors:** Moehle – Aye
 - **Supervisors:** Loberg – Aye; Stone – Aye
- Motion carried.**

7. Vote on the Proposed Assessor's Office Budget Amendment

Following discussion, Severson motioned and Rowe seconded to adopt the FY 2026 Budget Amendment as proposed. Motion carried with a majority vote of two of the three voting units.

Vote Results:

- **School Board Representatives:** Rowe – Aye; Osheim – Aye; Severson – Aye; Christianson – Aye; Tabbert – Aye
- **Mayors:** Moehle – Aye
- **Supervisors:** Loberg – Aye; Smeby – Nay; Stone – Aye

Approved Budget Amendment Items:

- **\$30,000** transferred from the Reserve Fund for legal expenses
- **\$35,000** transferred from the Reserve Fund for vehicle expenses
- Assessor salary increase from **\$78,595** to **\$86,000**, effective January 1, 2026
- Chief Deputy Assessor salary increase from **\$62,751** to **\$69,720**, effective January 1, 2026

8. Adjournment

Motion to adjourn by Smeby, seconded by Stone. **Motion carried.**

The meeting adjourned at **6:10 p.m.**

9. Public Access Statement

These minutes are a public record pursuant to **Iowa Code Chapter 22 (Iowa Open Records Law)**.

The official minutes are available for public inspection at the Worth County Assessor’s Office during regular business hours and may be requested according to applicable public records procedures.

Chairperson: _____

Attest – Clerk, Conference Board: _____