

MUSCATINE COUNTY BOARD OF SUPERVISORS

Danny Chick, District One

Kurt Kirchner, District Two

Scott Sauer, District Three

Nathan Mather, District Four

Jeff Sorensen, District Five

AGENDA

Monday, October 26, 2026

9:00 a.m.

You can watch the meeting live from your computer, laptop, or smartphone at

<https://www.youtube.com/user/MuscatineCounty/>

1. Call to order.
2. Review agenda.
3. Discussion and possible action to accept claims dated October 26, 2026 in the amount of \$608,397.66.
4. Items with Building, Zoning & Environmental Inspector Brandon Hatcher:
 - a. Review of a Special Use Permit for a Rural Residence granted by the Muscatine County Board of Adjustment on October 16, 2026.
 - b. Discussion and possible action to accept a variance granted by the Muscatine County Board of Adjustment on October 16, 2026.
 - c. Other.
5. Items with County Engineer Bryan Horesowsky:
 - a. Discussion and possible action to approve the plans and specifications for project BROS-C070(80)--5F-70, a triple box 12'x8'x164' RCB Culvert on 180th Street G14, Near NW Corner, over Mad Creek, S18 T77 R1W.
 - b. Discussion and possible action to approve Iowa DOT Agreement No 5-25-HBP-S-038 for utilization of Federal Bridge Funds for a RCB culvert replacement project on G14 over Mad Creek.
 - c. Action to approve the 2026 Weed Commissioner's Report.
 - d. Discussion and possible action to approve various utility permits.
 - e. Other.
6. Discussion and possible action to approve the minutes of the October 19, 2026 regular meeting.
7. Correspondence.
8. Committee Reports.

9. Items with the Administration Office:
 - a. Discussion and possible action to adopt a Muscatine County Security Token Issuance and Use Policy.
 - b. Other.
10. Receive information from County employees.
11. Receive comments from the public.
12. Adjournment.

October 26, 2026

Agenda Packet

Item #3

- Muscatine County Claims 10-26-26



Muscatine County, IA

Pending Expense Approval Report

By Segment (Select Below)

Post Dates 10/26/2026 - 10/26/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Depart: 00 - NON-DEPARTMENTAL					
DURANT COLLISION REPAIR	2408	10/26/2026	LOSS CONT PYMT RQST-'16 FORD TRANSIT VAN 0458 JAIL	8501-00-0310-000-46600	1,928.60
MUSCATINE COUNTY TREASU...	LOSS CONT 10/26	10/26/2026	LOSS CONT PYMT RQST: PAYROLL ERROR ADMIN OFFICE	8501-00-0310-000-46600	0.31
DURANT COLLISION REPAIR	2395	10/26/2026	LOSS CONT PYMT RQST: 2022 CHEVY EXPRESS VAN 8879	8501-00-0310-000-46600	4,755.83
Depart 00 - NON-DEPARTMENTAL Total:					6,684.74
Depart: 01 - BOARD/ADMINISTRATION					
COLUMN SOFTWARE PBC	28EE9089-0467	10/26/2026	BOS MINUTES 10/5/26	0001-01-9000-000-40000	112.18
OFFICE EXPRESS	194019	10/26/2026	OFFICE PAPER (4) CASES	0001-01-9000-000-26000	163.96
COLUMN SOFTWARE PBC	28EE9089-0464	10/26/2026	BOS MINUTES 9/28/26	0001-01-9000-000-40000	61.56
QUAD CITY TIMES	221260	10/26/2026	FY 25/26 AFR	0001-01-9000-000-40000	343.17
ADVOCATE NEWS	219510	10/26/2026	BOS MINUTES 8/30/26	0001-01-9000-000-40000	60.58
ADVOCATE NEWS	219509	10/26/2026	BOS MINUTES 8/24/26	0001-01-9000-000-40000	224.61
COLUMN SOFTWARE PBC	28EE9089-0456	10/26/2026	BOS MINUTES 9/14/26	0001-01-9000-000-40000	98.50
ADVOCATE NEWS	219511	10/26/2026	AUGUST CLAIMS REGISTER	0001-01-9000-000-40000	271.21
ADVOCATE NEWS	219512	10/26/2026	BOS MINUTES 9/14/26	0001-01-9000-000-40000	95.99
COLUMN SOFTWARE PBC	28EE9089-0458	10/26/2026	BOS MINUTES 9/21/26	0001-01-9000-000-40000	124.49
COLUMN SOFTWARE PBC	28EE9089-0459	10/26/2026	ZONING COMMISSION NOTICE OF VACANCY	0001-01-9000-000-40000	29.41
ADVOCATE NEWS	219513	10/26/2026	BOS MINUTES 9/21/26	0001-01-9000-000-40000	126.75
Depart 01 - BOARD/ADMINISTRATION Total:					1,712.41
Depart: 02 - AUDITOR					
CROSSROADS INC	2610-SH21	10/26/2026	SHREDDING	0002-02-8000-000-47510	44.00
ESSVR LLC	CD2167071	10/26/2026	BALLOT ORDER & CODING	0002-02-8000-000-26400	5,812.88
ESSVR LLC	CD2167279	10/26/2026	EXPRESS VOTE STOCK	0002-02-8000-000-26400	562.74
SEAT	1004310	10/26/2026	SEAT I TRAINING (1)	0002-02-8000-000-42232	25.00
Depart 02 - AUDITOR Total:					6,444.62
Depart: 03 - TREASURER					
CROSSROADS INC	2610-SH24	10/26/2026	SHREDDING	0001-03-8100-000-47510	44.00
Depart 03 - TREASURER Total:					44.00
Depart: 04 - COUNTY ATTORNEY					
MUSCATINE COUNTY SHERIFF	26-001598	10/26/2026	MILEAGE	0001-04-1100-000-42618	8.00
MUSCATINE COUNTY SHERIFF	26-001598	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	70.00
CROSSROADS INC	2610-SH20	10/26/2026	SHREDDING	0001-04-1100-000-47510	50.99
MUSCATINE COUNTY SHERIFF	26-001680	10/26/2026	MILEAGE	0001-04-1100-000-42618	4.00
MUSCATINE COUNTY SHERIFF	26-001680	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	61.50
IOWA ATTORNEY GENERAL O...	27-3949	10/26/2026	2026 SPRING CRIMINAL LAW HANDBOOKS (1)	0001-04-1100-000-42617	110.00
ROCK ISLAND COUNTY SHERIFF	IN202602140	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	47.69
POWERS, AMY S.	459-26	10/26/2026	TRANSCRIPT OF DEPOSITION FECR067464	0001-04-1100-000-42617	70.00
FIELDER, HEATHER	REIM 9/26	10/26/2026	REIM MILEAGE PROSECUTOR REGIONAL TRAINING	0001-04-1100-000-41300	156.40
MUSCATINE COUNTY SHERIFF	26-001607	10/26/2026	MILEAGE	0001-04-1100-000-42618	24.00
MUSCATINE COUNTY SHERIFF	26-001607	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	140.00
MUSCATINE COUNTY SHERIFF	26-001618	10/26/2026	MILEAGE	0001-04-1100-000-42618	4.00
MUSCATINE COUNTY SHERIFF	26-001618	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	35.00

The payables contained in this report are in an open packet, and have not posted to the General Ledger

Pending Expense Approval Report

Post Dates: 10/26/2026 - 10/26/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCOTT COUNTY SHERIFF	26006394	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	44.12
NATIONAL DISTRICT ATTORNE...	11434	10/26/2026	ANNUAL RENEWAL DUES	0001-04-1100-000-48000	561.00
MUSCATINE COUNTY SHERIFF	26-001575	10/26/2026	MILEAGE	0001-04-1100-000-42618	40.00
MUSCATINE COUNTY SHERIFF	26-001575	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	241.00
MUSCATINE COUNTY SHERIFF	26-001576	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	121.00
MUSCATINE COUNTY SHERIFF	26-001638	10/26/2026	MILEAGE	0001-04-1100-000-42618	8.00
MUSCATINE COUNTY SHERIFF	26-001638	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	70.00
THOMSON REUTERS - WEST	6173960880	10/26/2026	IA RULES OF COURT STATE VOL I 2027 (1)	0001-04-1100-000-42617	375.36
FAMILY RESOURCES INC	FECR074208	10/26/2026	EXPERT TESTIMONY FECR074208	0001-04-1100-000-42617	412.50
DANKERT, JILL R	PCCV026888, 89	10/26/2026	TRANSCRIPT OF EVIDENCE PCCV026888, 89	0001-04-1100-000-42617	19.00
MUSCATINE COUNTY SHERIFF	26-001651	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	35.00
MUSCATINE COUNTY SHERIFF	26-001651	10/26/2026	MILEAGE	0001-04-1100-000-42618	8.00
KRAFKA, HEIDI L	6381	10/26/2026	TRANSCRIPTS OF DEPOSITIONS SRCR075046	0001-04-1100-000-42617	204.25
MUSCATINE COUNTY SHERIFF	26-001534	10/26/2026	MILEAGE	0001-04-1100-000-42618	8.00
MUSCATINE COUNTY SHERIFF	26-001534	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	105.00
MUSCATINE COUNTY SHERIFF	26-001538	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	35.00
MUSCATINE COUNTY SHERIFF	26-001538	10/26/2026	MILEAGE	0001-04-1100-000-42618	4.00
MUSCATINE COUNTY SHERIFF	26-001537	10/26/2026	MILEAGE	0001-04-1100-000-42618	32.00
MUSCATINE COUNTY SHERIFF	26-001537	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	140.00
MUSCATINE COUNTY SHERIFF	26-001554	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	35.00
MUSCATINE COUNTY SHERIFF	26-001561	10/26/2026	MILEAGE	0001-04-1100-000-42618	25.30
MUSCATINE COUNTY SHERIFF	26-001561	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	35.00
MUSCATINE COUNTY SHERIFF	26-001562	10/26/2026	MILEAGE	0001-04-1100-000-42618	15.40
MUSCATINE COUNTY SHERIFF	26-001562	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0001-04-1100-000-42618	70.00
Depart 04 - COUNTY ATTORNEY Total:					3,425.51
Depart: 05 - SHERIFF					
MIDTOWN TOWING & REPAIR...	001907	10/26/2026	FLUIDS, OIL CHANGE, TIRE ROTATION 70-18	0001-05-1000-000-44000	52.38
MIDTOWN TOWING & REPAIR...	001907	10/26/2026	FLUIDS, OIL CHANGE, TIRE ROTATION 70-18	0001-05-1000-000-44000	32.99
ADVANCED BUSINESS SYSTEM...	INV505797	10/26/2026	OVERAGE CHARGES 9/11-10/10	0033-05-1000-000-39900	26.41
ADVANCED BUSINESS SYSTEM...	INV505797	10/26/2026	CONTRACT CHARGES 10/11-11/10/26	0033-05-1000-000-39900	34.92
A-1 QUALITY TIRE	I055429	10/26/2026	TIRE (1)	0001-05-1000-000-44000	122.42
A-1 QUALITY TIRE	I055429	10/26/2026	REPLACED TIRE 70-12	0001-05-1000-000-44000	23.25
T-MOBILE USA INC	L2610070167	10/26/2026	26-036485 DRIVING WHILE BARRED & VIOLATION	0001-05-1010-000-49200	50.00
MIDTOWN TOWING & REPAIR...	001838	10/26/2026	FLUIDS, PLUG TIRE, REPLACE CABIN AIR FILTER 70-4	0001-05-1000-000-44000	80.60
MIDTOWN TOWING & REPAIR...	001838	10/26/2026	FLUIDS, PLUG TIRE, REPLACE CABIN AIR FILTER 70-4	0001-05-1000-000-44000	112.24
MIDTOWN TOWING & REPAIR...	001846	10/26/2026	OIL CHANGE & FILTER, ROTATE TIRES 70-22	0001-05-1000-000-44000	54.03
MIDTOWN TOWING & REPAIR...	001846	10/26/2026	OIL CHANGE & FILTER, ROTATE TIRES 70-22	0001-05-1000-000-44000	92.74
MIDTOWN TOWING & REPAIR...	001849	10/26/2026	REPLACED BRAKE SHOES, HUB & ROTOR DISCS 70-21	0001-05-1000-000-44000	639.81

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MIDTOWN TOWING & REPAIR...	001849	10/26/2026	REPLACED BRAKE SHOES, HUB & ROTOR DISCS 70-21	0001-05-1000-000-44000	242.05
MIDTOWN TOWING & REPAIR...	001851	10/26/2026	OIL CHANGE & FILTER, TIRE REPAIR 70-17	0001-05-1000-000-44000	35.00
MIDTOWN TOWING & REPAIR...	001851	10/26/2026	OIL CHANGE & FILTER, TIRE REPAIR 70-17	0001-05-1000-000-44000	55.14
MIDTOWN TOWING & REPAIR...	001857	10/26/2026	OIL CHANGE & FILTER 70-8	0001-05-1000-000-44000	44.65
MIDTOWN TOWING & REPAIR...	001857	10/26/2026	OIL CHANGE & FILTER 70-8	0001-05-1000-000-44000	32.99
MIDTOWN TOWING & REPAIR...	001896	10/26/2026	FLUIDS, WASHER PUMP, PLUG TIRE, ROTATE TIRES 70-27	0001-05-1000-000-44000	107.05
MIDTOWN TOWING & REPAIR...	001896	10/26/2026	FLUIDS, WASHER PUMP, PLUG TIRE, ROTATE TIRES 70-27	0001-05-1000-000-44000	271.99
MIDTOWN TOWING & REPAIR...	001903	10/26/2026	WASHER FLUID, OIL CHANGE, ROTATE TIRES 70-20	0001-05-1000-000-44000	48.77
MIDTOWN TOWING & REPAIR...	001903	10/26/2026	WASHER FLUID, OIL CHANGE, ROTATE TIRES 70-20	0001-05-1000-000-44000	32.99
IOWA LAW ENFORCEMENT A...	334750	10/26/2026	ROLLING ROADBLOCKS	0001-05-1000-000-48030	100.00
IOWA LAW ENFORCEMENT A...	334750	10/26/2026	PIT TRAINING (1)	0001-05-1000-000-48030	225.00
IOWA LAW ENFORCEMENT A...	334750	10/26/2026	BASIC PEACE OFFICE TRAINING (1)	0001-05-1000-000-48030	4,800.00
MIDTOWN TOWING & REPAIR...	001826	10/26/2026	FLUIDS, ROTATE TIRES 70-19	0001-05-1000-000-44000	82.26
MIDTOWN TOWING & REPAIR...	001826	10/26/2026	FLUIDS, ROTATE TIRES 70-19	0001-05-1000-000-44000	65.79
Depart 05 - SHERIFF Total:					7,465.47
Depart: 06 - JAIL					
KEEFE SUPPLY COMPANY	2100603	10/26/2026	COMMISSARY ITEMS FOR RESALE	0030-06-1053-000-23087	1,160.54
CHARM-TEX INC	0462273-IN	10/26/2026	COLORING BOOKS, MAGAZINES, PUZZELS, CHESS, SANDALS	0001-06-1050-000-63800	601.90
CHARM-TEX INC	0462273-IN	10/26/2026	PANTIES, BRAS, BOXERS	0030-06-1053-000-23087	130.50
CHARM-TEX INC	0462482-IN	10/26/2026	BAR SOAP	0030-06-1053-000-23087	144.90
MCKESSON MEDICAL-SURGIC...	26358448	10/26/2026	ADHESIVE SPRAY REMOVER	0001-06-1050-000-42871	24.84
MCKESSON MEDICAL-SURGIC...	26358448	10/26/2026	LUBRICATING DEODORANT	0001-06-1050-000-42871	36.24
MCKESSON MEDICAL-SURGIC...	26358448	10/26/2026	OSTOMY RINGS	0001-06-1050-000-42871	168.60
MCKESSON MEDICAL-SURGIC...	26358448	10/26/2026	OSTOMY POUCHES	0001-06-1050-000-42871	181.80
MENARDS	41203	10/26/2026	BRASS PADLOCK	0001-06-1050-000-23400	9.98
IOWA PRISON INDUSTRIES	501397	10/26/2026	SOFTNER	0001-06-1050-000-23200	1,064.79
IOWA PRISON INDUSTRIES	501397	10/26/2026	LAUNDRY DETERGENT	0001-06-1050-000-23200	241.70
IOWA PRISON INDUSTRIES	501397	10/26/2026	BLEACH	0001-06-1050-000-23200	19.05
IOWA PRISON INDUSTRIES	501397	10/26/2026	DRUM DEPOSIT	0001-06-1050-000-23200	200.00
IOWA PRISON INDUSTRIES	501397	10/26/2026	LAUNDRY DETERGENT	0001-06-1050-000-23200	59.06
KEEFE SUPPLY COMPANY	2104438	10/26/2026	COMMISSARY ITEMS FOR RESALE	0030-06-1053-000-23087	74.72
THOMS PROESTLER CO	8306306	10/26/2026	KITCHEN FOOD	0001-06-1052-000-23000	10,343.66
THOMS PROESTLER CO	8306306	10/26/2026	KITCHEN NONFOOD	0001-06-1052-000-63800	935.99
THOMS PROESTLER CO	8306307	10/26/2026	E&S	0001-06-1052-000-63800	1,078.87
THOMS PROESTLER CO	8306307	10/26/2026	COMMISSARY ITEMS FOR RESALE	0030-06-1053-000-23087	114.66
SPENNER, SUSAN	SPENNER 10/26	10/26/2026	MEND JUMPSUITS (19), PANTS (3), SHIRTS (2)	0030-06-1053-000-63800	84.00
CHARM-TEX INC	0463090-IN	10/26/2026	INMATE PANTS (2 PKS OF 12)	0001-06-1050-000-29410	219.80
MUSCATINE POWER & WATER	109194 10/26	10/26/2026	JAIL 9/1-10/1/26	0001-06-1050-000-43000	17,981.61
MCKESSON MEDICAL-SURGIC...	26324995	10/26/2026	IBUPROFEN	0001-06-1050-000-42871	17.56
MCKESSON MEDICAL-SURGIC...	26324995	10/26/2026	ACETAMINOPHEN	0001-06-1050-000-42871	52.86
MCKESSON MEDICAL-SURGIC...	26324995	10/26/2026	SYRINGES	0001-06-1050-000-42871	31.93
MCKESSON MEDICAL-SURGIC...	26324995	10/26/2026	URINE TEST STRIPS	0001-06-1050-000-42871	31.03
MCKESSON MEDICAL-SURGIC...	26324995	10/26/2026	TONGUE BLADES	0001-06-1050-000-42871	17.40
MENARDS	40832	10/26/2026	SHEET METAL, CLAMPING KNOB	0030-06-1053-000-63800	59.55
CHARM-TEX INC	0461518-IN	10/26/2026	BLANKET (1)	0001-06-1050-000-29410	99.18
CHARM-TEX INC	0461518-IN	10/26/2026	JUMPSUITS (15)	0001-06-1050-000-29410	283.50
CHARM-TEX INC	0461518-IN	10/26/2026	LICE B GONE (2)	0001-06-1050-000-63800	169.80

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IOWA LAW ENFORCEMENT A...	334823	10/26/2026	JAIL SCHOOL 9/1-9/30/26 (5)	0001-06-1050-000-42232	625.00
MENARDS	40904	10/26/2026	SWITCH BOXES, BOX COVERS, ELBOW, SCREW CONNECTORS	0030-06-1053-000-63800	39.72
CHARM-TEX INC	0462367-IN	10/26/2026	TAMPONS	0001-06-1050-000-63800	146.90
HANDCUFF WAREHOUSE	628248	10/26/2026	HANDCUFFS (100)	0030-06-1053-000-63800	2,399.00
HANDCUFF WAREHOUSE	628248	10/26/2026	RESTRAINT CHAINS (100)	0030-06-1053-000-63800	1,899.00
HANDCUFF WAREHOUSE	628248	10/26/2026	LEG IRONS (100)	0030-06-1053-000-63800	4,099.00
THOMS PROESTLER CO	8300767	10/26/2026	KITCHEN FOOD	0001-06-1052-000-23000	9,874.76
THOMS PROESTLER CO	8300767	10/26/2026	KITCHEN NONFOOD	0001-06-1052-000-63800	916.08
ALLIANT ENERGY	5412121000 10/26	10/26/2026	JAIL UTILITIES 9/9-10/9/26	0001-06-1050-000-43000	1,814.19
GREENWOOD CLEANING SYST...	547246-000	10/26/2026	TOILET TISSUE	0001-06-1050-000-63800	1,031.70
THOMS PROESTLER CO	8300767 CR	10/26/2026	KITCHEN NON FOOD CREDIT	0001-06-1052-000-63800	-202.16
THOMS PROESTLER CO	8302216	10/26/2026	KITCHEN FOOD	0001-06-1052-000-23000	202.16
CERTASITE LLC	12865006	10/26/2026	CELL NET SERVICE, FIRE, SOLE PATH NOV 26 - OCT 27	0001-06-1050-000-42779	360.00
CERTASITE LLC	12865006	10/26/2026	FIRE MONITORING SERVICE NOV 26 - OCT 27	0001-06-1050-000-42779	420.00
MCKESSON MEDICAL-SURGIC...	26351898	10/26/2026	SYRINGES	0001-06-1050-000-42871	22.40
MENARDS	41063	10/26/2026	IMPLEMENT SPRAY	0001-06-1050-000-63800	41.28
ANDERSON ERICKSON DAIRY	131602	10/26/2026	MILK	0001-06-1052-000-23084	335.06
ANDERSON ERICKSON DAIRY	132987	10/26/2026	MILK & OJ	0001-06-1052-000-23084	386.50
ANDERSON ERICKSON DAIRY	134352	10/26/2026	MILK	0001-06-1052-000-23084	335.06
MIDTOWN TOWING & REPAIR...	001873	10/26/2026	INSTALL SHIFT CABLE BUSHING 70-98	0001-06-1050-000-44000	59.75
MIDTOWN TOWING & REPAIR...	001873	10/26/2026	SHIFT CABLE BUSHING KIT	0001-06-1050-000-44000	19.60
HELPS THE UNIFORM SPECIA...	283598	10/26/2026	POLOS (2)	0001-06-1050-000-29400	89.40
ANDERSON ERICKSON DAIRY	137102	10/26/2026	MILK	0001-06-1052-000-23084	319.83
CHARM-TEX INC	0461036-IN	10/26/2026	SANDALS (36)	0001-06-1050-000-63800	212.40
ANDERSON ERICKSON DAIRY	138444	10/26/2026	MILK	0001-06-1052-000-23084	335.06
ANDERSON ERICKSON DAIRY	128851	10/26/2026	MILK	0001-06-1052-000-23084	335.06
LANGUAGE LINE SOLUTIONS	12058459	10/26/2026	EQUIPMENT MAINTENANCE	0001-06-1050-000-41418	11.50
LANGUAGE LINE SOLUTIONS	12058459	10/26/2026	OVER THE PHONE INTERPRETATION	0001-06-1050-000-41418	9.75
PACK-N-SHIP	1762	10/26/2026	POSTAGE SEPT 2026	0001-06-1050-000-41200	28.52
JUSTICEPOINT	6190	10/26/2026	ANKLE MONITORING (6)	0030-06-1053-000-63800	29.70
JUSTICEPOINT	6190	10/26/2026	SPARE UNIT (1)	0030-06-1053-000-63800	84.00
MUSCATINE POWER & WATER	109194 9/26	10/26/2026	JAIL 8/1-9/1/26	0001-06-1050-000-43000	18,543.71
ANDERSON ERICKSON DAIRY	130239	10/26/2026	MILK & OJ	0001-06-1052-000-23084	371.27
Depart 06 - JAIL Total:					80,835.22
Depart: 07 - RECORDER					
OFFICE EXPRESS	193131	10/26/2026	PAPER, PLANNER	0001-07-8110-000-26000	82.32
AMAZON CAPITAL SERVICES	1X6X-KWPV-VCCF	10/26/2026	LABEL MAKER	0001-07-8110-000-26000	42.99
Depart 07 - RECORDER Total:					125.31
Depart: 20 - ENGINEER					
SPRATT OIL SALES INC	141714	10/26/2026	diesel dist 3	0020-20-7210-632-25000	1,742.29
SPRATT OIL SALES INC	141716	10/26/2026	diesel dist 4	0020-20-7210-632-25000	3,960.22
SPRATT OIL SALES INC	141717	10/26/2026	diesel dist 5	0020-20-7210-632-25000	4,534.09
JOHN DEERE FINANCIAL	3214673	10/26/2026	wiper arm	0020-20-7210-621-44300	134.45
WENDLING QUARRIES INC	1122583	10/26/2026	rock	0020-20-7110-461-44800	13,324.19
WENDLING QUARRIES INC	1122583	10/26/2026	rock	0020-20-7110-482-44900	113.63
WENDLING QUARRIES INC	1122583	10/26/2026	rock	0020-20-7110-483-44900	1,914.63
AMAZON CAPITAL SERVICES	1XMD-H1CG-DMKP	10/26/2026	fabric for flags	0020-20-7210-650-49500	67.99
JOHN DEERE FINANCIAL	3219103	10/26/2026	filters	0020-20-7210-637-25400	336.14
ARNOLD MOTOR SUPPLY LLP	39NV406289	10/26/2026	paint	0020-20-7220-680-24000	120.00
Matt Shutt	INV0013039	10/26/2026	travel reimbursement - gas	0020-20-7140-490-44800	23.00
LINWOOD MINING & MINERA...	500810	10/26/2026	rock	0020-20-7110-461-44800	931.16
FRED'S FEED & SUPPLY	2610-210180	10/26/2026	winter rye	0020-20-7140-490-44800	51.00
MENARDS	41379	10/26/2026	flex glue, flex spray	0020-20-7210-650-49500	27.61
MENARDS	41397	10/26/2026	wall light	0020-20-7210-650-49500	45.00
EASTERN IOWA LIGHT & POW...	100997300	10/26/2026	utilities	0020-20-7210-650-49500	33.73

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EASTERN IOWA LIGHT & POW...	21135201 10/2/26	10/26/2026	utilities, light	0020-20-7130-595-44810	10.89
EASTERN IOWA LIGHT & POW...	21135201 10/2/26	10/26/2026	utilities, light	0020-20-7210-650-49500	114.83
ARNOLD MOTOR SUPPLY LLP	39NV405059	10/26/2026	paint	0020-20-7220-680-24000	160.00
ALLIANT ENERGY	5650451000 10/2/26	10/26/2026	utilities	0020-20-7210-650-49500	96.60
RDO Truck Centers, LLC	82251V	10/26/2026	cables	0020-20-7210-621-44300	77.06
DMACC	S1563743	10/26/2026	surveying class - Shawn	0020-20-7010-230-41300	250.00
Jay Brammeier	BRS(74) parcel 1	10/26/2026	permanent ROW	0020-20-0201-310-62700	1,387.20
WENDLING QUARRIES INC	1121823	10/26/2026	rock	0020-20-7110-461-44800	11,572.60
WENDLING QUARRIES INC	1121823	10/26/2026	rock	0020-20-7110-483-44900	28.93
MIDTOWN TOWING & REPAIR...	26-02926	10/26/2026	towing unit 25 to Truck Country	0020-20-7210-623-44300	735.00
CITY OF MUSCATINE	29713	10/26/2026	transfer station charges	0020-20-7210-650-49500	72.00
MENARDS	40908	10/26/2026	ball pein hammer, vise	0020-20-7220-655-29000	119.98
GRAINGER	9106566806	10/26/2026	rubberized undercoating	0020-20-7220-680-24000	61.56
Nextran Truck Centers	29W2727	10/26/2026	diagnose power short	0020-20-7210-621-44300	521.56
Nextran Truck Centers	29W2727	10/26/2026	diagnose power short	0020-20-7210-623-44300	1,266.72
ARNOLD MOTOR SUPPLY LLP	39NV405597	10/26/2026	connector hose	0020-20-7210-621-44300	6.76
Jay Brammeier	temp row	10/26/2026	temporary right of way	0020-20-0201-310-62700	1,040.40
MIDAMERICAN ENERGY COM...	586344165	10/26/2026	utilities	0020-20-7210-650-49500	52.00
GRAINGER	9109770181	10/26/2026	solenoid	0020-20-7210-621-44300	205.62
FORCE AMERICA DISTRIBUTIN...	IN001-2195057	10/26/2026	display cables	0020-20-7210-621-44300	145.72
ALTORFER INC	WO100271505	10/26/2026	PM4 I-32	0020-20-7210-621-44300	246.10
ALTORFER INC	WO100271505	10/26/2026	PM4 I-32	0020-20-7210-623-44300	4,278.12
ALTORFER INC	WO100271506	10/26/2026	PM1 I-300	0020-20-7210-621-44300	246.10
ALTORFER INC	WO100271506	10/26/2026	PM1 I-300	0020-20-7210-623-44300	1,265.86
ALTORFER INC	WO100271617	10/26/2026	camera repair	0020-20-7210-623-44300	196.92
INTERSTATE BATTERIES	24290199	10/26/2026	batteries	0020-20-7210-638-25400	315.90
MENARDS	41048 10/9/26	10/26/2026	staples	0020-20-7210-650-49500	12.19
LEWIS INDUSTRIAL SERVICE I...	67127-IN	10/26/2026	steel sheet	0020-20-7210-621-44300	46.02
RAINBO OIL COMPANY	103606-IN	10/26/2026	DEF	0020-20-7210-649-25400	379.73
LEWIS INDUSTRIAL SERVICE I...	67185-IN	10/26/2026	repair tailgate	0020-20-7210-623-44300	513.64
SPRATT OIL SALES INC	141596	10/26/2026	diesel dist 6	0020-20-7210-632-25000	2,703.91
SPRATT OIL SALES INC	141598	10/26/2026	diesel dist 2	0020-20-7210-632-25000	4,301.44
RIVER PRODUCTS COMPANY I...	153468	10/26/2026	rock	0020-20-7110-461-44800	2,055.29
S J SMITH WELDING	882462	10/26/2026	monthly tank rental	0020-20-7210-649-25400	98.35
Spitznogle, Jimmy L.	BROS(80) parcel 3	10/26/2026	permanent ROW	0020-20-0201-310-62700	1,064.00
PETERSEN, ROBERT E.	BROS(80) parcel 4	10/26/2026	permanent ROW	0020-20-0201-310-62700	9,856.00
Depart 20 - ENGINEER Total:					72,864.13
Depart: 22 - CONSERVATION BOARD					
SWEETLAND TRAILER SALES L...	102829	10/26/2026	SERVICE AXLE - LUBE & ADJUST WHEEL BEARINGS	0001-22-6110-000-44600	75.00
MENARDS	41378	10/26/2026	PINE SOL	0001-22-6110-000-23200	22.56
MENARDS	41378	10/26/2026	BULB TYPE BATTERY FILLER, DUCT TAPE	0001-22-6110-000-29000	12.99
KELLY HEATING COOLING & P...	42303	10/26/2026	REPAIRED SUMP PUMP	0001-22-6110-000-44100	225.00
KELLY HEATING COOLING & P...	42303	10/26/2026	VALVE	0001-22-6110-000-44100	94.26
MENARDS	40678	10/26/2026	SWIFFER, CASCADE	0001-22-6110-000-23200	36.11
MENARDS	40678	10/26/2026	EXTRA COURSE SALT	0001-22-6110-000-43400	22.77
MENARDS	40678	10/26/2026	HOOK RAIL	0001-22-6110-000-44100	24.99
MENARDS	40678	10/26/2026	MOWER BLADE	0001-22-6110-000-44600	19.99
KELLOR & KELLOR LANDSCAPE ..	5490	10/26/2026	MINNOWS	0001-22-6120-000-20000	14.00
TRIPLE B CONSTRUCTION CORP	5957	10/26/2026	PUMPED SEPTIC TANK AT DLP CAMPGROUND 10/2/26	0001-22-6110-000-47500	375.00
JANA, REBECCA	10/2026	10/26/2026	VETERINARY INSPECTION	0001-22-6120-000-20000	250.00
PANKEY'S CARBON CLIFF BAIT...	71848	10/26/2026	DEW WORMS	0001-22-6120-000-20000	28.00
A-1 QUALITY TIRE	I055468	10/26/2026	REPLACED (2) TIRES & VALVE STEMS	0001-22-6110-000-44000	40.33
A-1 QUALITY TIRE	I055468	10/26/2026	REPLACED (2) TIRES & VALVE STEMS	0001-22-6110-000-44000	154.90
Depart 22 - CONSERVATION BOARD Total:					1,395.90

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Depart: 24 - DHS					
RICOH USA INC	5073928620	10/26/2026	OFFICE SUPPLIES EXPENSE; ADDTL IMAGES 7/1-9/30/26	0001-24-3100-000-26200	36.53
RICOH USA INC	5073928846	10/26/2026	OFFICE SUPPLIES EXPENSE; ADDTL IMAGES 7/1-9/30/26	0001-24-3100-000-26200	264.04
RICOH USA INC	5073928943	10/26/2026	OFFICE SUPPLIES EXPENSE; ADDTL IMAGES 7/1-9/30/26	0001-24-3100-000-26200	23.24
RICOH USA INC	5073929154	10/26/2026	OFFICE SUPPLIES EXPENSE; ADDTL IMAGES 7/1-9/30/26	0001-24-3100-000-26200	14.74
CLEARFLY COMMUNICATIONS	INV856809	10/26/2026	MONTHLY SERVICE 10/1-10/31/26	0001-24-3100-000-41400	361.11
SYCAMORE PRINTING	68746	10/26/2026	WINDOW ENVELOPES	0001-24-3100-000-26000	328.98
SYCAMORE PRINTING	68748	10/26/2026	REPLY ENVELOPES	0001-24-3100-000-26000	213.88
Depart 24 - DHS Total:					1,242.52
Depart: 25 - GENERAL ASSISTANCE					
CROSSROADS INC	2610-SH23	10/26/2026	SHREDDING	0001-25-3100-000-47510	67.98
CROSSROADS INC	2610-SH23	10/26/2026	SHREDDING	0001-25-3200-000-47510	17.00
BNL PROPERTIES, LLC	727370	10/26/2026	RENT ASSISTANCE	0001-25-3110-000-34000	250.00
EXIT REALTY PROPERTY MAN...	727445	10/26/2026	RENT ASSISTANCE	0001-25-3210-000-34000	300.00
TRIMBLE FUNERAL HOME & C...	727512	10/26/2026	CREMATION ASSISTANCE	0001-25-3210-000-39000	1,500.00
SANDERS, ERIC	REIM 10/26	10/26/2026	REIM MILEAGE WILTON AMERICAN LEGION	0001-25-3200-000-41300	17.54
SNYDER AND HOLLENBAUGH ...	727412	10/26/2026	CREMATION ASSISTANCE	0001-25-3110-000-39000	1,267.84
HALLER, ROBERT	726777	10/26/2026	RENT ASSISTANCE	0001-25-3110-000-34000	250.00
MUSCATINE CENTER FOR SOC...	2026356	10/26/2026	DV RENT	0001-25-3110-000-34010	1,140.00
MUSCATINE CENTER FOR SOC...	2026356	10/26/2026	SHELTER RENT	0001-25-3110-000-34010	4,785.00
MUSCATINE CENTER FOR SOC...	2026356	10/26/2026	SHELTER SERVICES	0001-25-3110-000-34700	2,750.00
JOHNSON COUNTY SHERIFF	26-03106	10/26/2026	SERVICE/ATTEMPTED SERVICE OF PAPERS	0002-25-3500-000-30234	68.00
JOHNSON COUNTY SHERIFF	26-03106	10/26/2026	MILEAGE	0002-25-3500-000-30234	1.44
Depart 25 - GENERAL ASSISTANCE Total:					12,414.80
Depart: 28 - MEDICAL EXAMINER					
JOHNSON COUNTY MEDICAL ...	CI-10001024	10/26/2026	DEATH INVESTIGATION & ME FEE	0001-28-1110-000-40200	349.97
JOHNSON COUNTY MEDICAL ...	CI-10001025	10/26/2026	DEATH INVESTIGATION & ME FEE	0001-28-1110-000-40200	349.97
WHEELER, TASHIA	REIM 9/26	10/26/2026	REIM MILEAGE SEPT 2026	0001-28-1110-000-41300	53.04
HILBERT, JULIA	REIM 9/26	10/26/2026	REIM MILEAGE SEPT 2026	0001-28-1110-000-41300	70.72
Depart 28 - MEDICAL EXAMINER Total:					823.70
Depart: 31 - BOARD OF HEALTH					
TRINITY MUSCATINE	PHTHOLP27070 8/26	10/26/2026	LOCAL PH GRANT AUG 2026	0001-31-3000-000-32000	8,323.56
TRINITY MUSCATINE	PHTHOLP27070 7/26	10/26/2026	LOCAL PH SERVICES GRANT JULY 2026	0001-31-3000-000-32000	10,394.78
Depart 31 - BOARD OF HEALTH Total:					18,718.34
Depart: 51 - GENERAL SERVICES					
CROSSROADS INC	2610-SH18	10/26/2026	SHREDDING	0001-51-9100-000-47510	45.32
MENARDS	41201	10/26/2026	SPONGES, COUPLING, IMPACT BUT DRIVER, SCRAPER	0001-51-9100-755-44100	78.44
GRAINGER	9113674742	10/26/2026	JAIL LAMINATOR E-STOPS	0001-51-9100-755-44100	20.10
PLUMB SUPPLY CO	S101885613.002	10/26/2026	KNEELING PAD	0001-51-9100-000-29000	44.97
CENTURYLINK QC	333772290 10/26	10/26/2026	CS/HHS ELEVATOR 10/13-11/12/26	0001-51-9100-751-41400	36.11
CENTURYLINK QC	333772290 10/26	10/26/2026	CS/HHS ELEVATOR 10/13-11/12/26	0001-51-9100-754-41400	37.58
FSS INC	4284	10/26/2026	ELECTRIC DOOR STRIKE FOR POCKET LATCHES & LABOR	0001-51-9100-751-44100	214.62
FSS INC	4284	10/26/2026	ELECTRIC DOOR STRIKE FOR POCKET LATCHES & LABOR	0001-51-9100-751-44100	85.75
FSS INC	4284	10/26/2026	ELECTRIC DOOR STRIKE FOR POCKET LATCHES & LABOR	0001-51-9100-754-44100	223.38

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FSS INC	4284	10/26/2026	ELECTRIC DOOR STRIKE FOR POCKET LATCHES & LABOR	0001-51-9100-754-44100	89.25
GREENWOOD CLEANING SYST...	546182-000	10/26/2026	DOOR MAT (1)	0001-51-9100-755-44100	121.75
MENARDS	40683	10/26/2026	SUMP KITS, COUPLINGS, SQUEEGES, HOSE CLAMPS, SIGN	0001-51-9100-782-44100	289.92
MENARDS	40692	10/26/2026	UTILITY PUMP, COUPLING, RUBBER CV	0001-51-9100-782-44100	69.57
TEE JAY CENTRAL INC	94765	10/26/2026	REPAIRED HANDICAP DOOR AT CS/HHS	0001-51-9100-751-44100	112.21
TEE JAY CENTRAL INC	94765	10/26/2026	REPAIRED HANDICAP DOOR AT CS/HHS	0001-51-9100-751-44100	123.48
TEE JAY CENTRAL INC	94765	10/26/2026	REPAIRED HANDICAP DOOR AT CS/HHS	0001-51-9100-754-44100	128.52
TEE JAY CENTRAL INC	94765	10/26/2026	REPAIRED HANDICAP DOOR AT CS/HHS	0001-51-9100-754-44100	116.79
MENARDS	40734	10/26/2026	SUMP KIT, HOSE, ADAPTER, FOAM FILTER, FLOOR NOZZLE	0001-51-9100-782-44100	193.92
MUSCATINE POWER & WATER	105922 10/26	10/26/2026	COURTHOUSE 9/1-10/1/26	0001-51-9100-787-43000	2,992.54
MUSCATINE POWER & WATER	112443 10/26	10/26/2026	CS/HHS 9/1-10/1/26	0001-51-9100-751-43000	1,031.55
MUSCATINE POWER & WATER	112443 10/26	10/26/2026	CS/HHS 9/1-10/1/26	0001-51-9100-754-43000	1,073.66
MUSCATINE POWER & WATER	118558 10/26	10/26/2026	ADMIN 9/1-10/1/26	0001-51-9100-788-43000	3,631.38
CENTURYLINK QC	334019934 10/26	10/26/2026	ADMIN ELEVATOR 10/7-11/6/26	0001-51-9100-788-41400	82.25
ALLIANT ENERGY	1936241000 10/26	10/26/2026	CS/HHS 9/9-10/8/26	0001-51-9100-751-43000	16.67
ALLIANT ENERGY	1936241000 10/26	10/26/2026	CS/HHS 9/9-10/8/26	0001-51-9100-754-43000	17.36
ALLIANT ENERGY	3064463608 10/26	10/26/2026	MAINT SHOP 9/9-10/8/26	0001-51-9100-758-43000	47.48
PER MAR SECURITY SERVICES	3956146	10/26/2026	INSTALLATION OF BURGLAR ALARM SYSTEM	0001-51-9100-000-61500	5,013.75
ALLIANT ENERGY	659702100 10/26	10/26/2026	ADMIN 9/9-10/8/26	0001-51-9100-788-43000	35.08
MENARDS	41043	10/26/2026	FLOOR DRAIN	0001-51-9100-755-44100	8.73
PLUMB SUPPLY CO	S101885613.001	10/26/2026	KNEELING PAD	0001-51-9100-000-29000	44.97
WYNN HEAT AND AIR	780	10/26/2026	JAIL HVAC REPLACED PRESSURE RELIEF VALVE	0001-51-9100-755-44100	108.35
WYNN HEAT AND AIR	780	10/26/2026	JAIL HVAC REPLACED PRESSURE RELIEF VALVE	0001-51-9100-755-44100	270.00
GRAINGER	9083001991	10/26/2026	STAINLESS STEEL CART	0001-51-9100-000-29000	714.25
MENARDS	39913	10/26/2026	SPARE TOILET LEVERS	0001-51-9100-000-26005	17.14
MENARDS	39913	10/26/2026	TOILET LEVERS	0001-51-9100-782-44100	9.98
MENARDS	40143	10/26/2026	TUBE W/ CLIPS, HOSE ADAPTER	0001-51-9100-756-44100	29.37
MENARDS	40320	10/26/2026	POWER CORD & STRIP	0001-51-9100-000-26005	42.96
PLUMB SUPPLY CO	S101835042.002	10/26/2026	GENERAL CLOSET AUGERS (2)	0001-51-9100-755-44100	207.40
PLUMB SUPPLY CO	S101835693.001	10/26/2026	GENERAL CLOSET AUGER (1)	0001-51-9100-755-44100	103.70
ALL SEASONS GLASS & MIRROR	22094	10/26/2026	INSTALL TRIM & SAFETY GLASS W PARTITION-RECORDERS	0001-51-9100-788-44100	2,925.85
TRI-STATE AUTOMATIC SPRIN...	51021	10/26/2026	REPAIR SPRINKLER SYSTEM	0001-51-9100-000-61500	673.75
TRI-STATE AUTOMATIC SPRIN...	51021	10/26/2026	MATERIALS & FABRICATION	0001-51-9100-000-61500	26.77
PLUMB SUPPLY CO	S101868037.001	10/26/2026	ELKAY BUBBLER (1)	0001-51-9100-751-44100	34.05
PLUMB SUPPLY CO	S101868037.001	10/26/2026	ELKAY BUBBLER (1)	0001-51-9100-754-44100	35.45
				Depart 51 - GENERAL SERVICES Total:	21,226.12
Depart: 52 - INFORMATION SERVICES					
Level 3 Communications	804248791	10/26/2026	BACKUP FIBER INTERNET CONNECTION 10/1-10/31/26	0001-52-9110-000-41458	740.35
XENTEGRA ONE, LLC	INV-009647	10/26/2026	LEAFOS 1 YR LICENSE (5 DEVICES)	0001-52-9110-000-42100	457.38
MUSCATINE POWER & WATER	172805 10/26	10/26/2026	MAGIC MAN NETWORK CHARGES 9/21-10/19/26	0001-52-9110-000-41458	425.00
MUSCATINE POWER & WATER	109195 10/26	10/26/2026	JAIL MAN & BACKUP INTERNET 9/4-10/4/26	0001-52-9110-000-41451	541.67
MUSCATINE POWER & WATER	109195 10/26	10/26/2026	JAIL MAN & BACKUP INTERNET 9/4-10/4/26	0001-52-9110-000-41458	112.97

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MUSCATINE POWER & WATER	117923 10/26	10/26/2026	DISC CENTER MAN & BACKUP INTERNET 9/4-10/4/26	0001-52-9110-000-41451	541.67
MUSCATINE POWER & WATER	117923 10/26	10/26/2026	DISC CENTER MAN & BACKUP INTERNET 9/4-10/4/26	0001-52-9110-000-41458	112.97
MASTERS TELECOM LLC	91050	10/26/2026	JL FIRE ALARM AUTO DIALER	0001-52-9110-000-41400	25.81
INSIGHT PUBLIC SECTOR INC	1101433713	10/26/2026	REPLACEMENT UPS BATTERY (1)	0001-52-9110-000-44600	96.45
INSIGHT PUBLIC SECTOR INC	1101430783	10/26/2026	ADOBE ANNUAL MAINTENANCE	0001-52-9110-000-42100	6,868.38
Depart 52 - INFORMATION SERVICES Total:					9,922.65
Depart: 53 - PHYSICAL PLANNING-ZONING					
DOUBLE E EARTHWORKS	5858 REFUND	10/26/2026	REFUND: MINOR SEPTIC PERMIT FEE #5858	0011-53-3020-000-48710	100.00
MUSCATINE COUNTY ENGINE...	ZON 9/26	10/26/2026	ZONING FUEL SEPT 2026	0011-53-6300-000-25000	512.01
COLUMN SOFTWARE PBC	28EE9089-0465	10/26/2026	BD OF ADJ 10/16/26 PH NOTICE	0011-53-6300-000-40000	34.20
ARM MANAGEMENT LLC	1060	10/26/2026	CAR WASHES SEPT 2026	0011-53-6300-000-44000	13.00
Depart 53 - PHYSICAL PLANNING-ZONING Total:					659.21
Depart: 69 - COUNTY ASSESSOR					
MUSCATINE COUNTY TREASU...	3RD QTR 26 UNEMPLYMT	10/26/2026	3RD QTR ASSESSOR	4100-69-0500-000-46700	204.46
Depart 69 - COUNTY ASSESSOR Total:					204.46
Depart: 70 - EMERGENCY MANAGEMENT					
MIDTOWN TOWING & REPAIR...	001939	10/26/2026	OIL CHANGE & TIRE ROTATION EMA TAHOE	4000-70-1210-000-44000	48.74
MIDTOWN TOWING & REPAIR...	001939	10/26/2026	OIL CHANGE & TIRE ROTATION EMA TAHOE	4000-70-1210-000-44000	34.42
MUSCATINE COUNTY ENGINE...	EMA 9/26	10/26/2026	EMA FUEL SEPT 2026	4000-70-1210-000-25000	73.95
EASTERN IOWA COMMUNITY ...	9191	10/26/2026	CPR CARDS MCJ EMPLOYEES	4000-70-1210-000-42232	804.00
Depart 70 - EMERGENCY MANAGEMENT Total:					961.11
Depart: 71 - E-911					
WTC COMMUNICATION	0150 10/26	10/26/2026	MONTHLY SERVICE 10/1-10/31/26	4010-71-0515-000-41400	522.24
CENTURYLINK QC	333773094 10/26	10/26/2026	MONTHLY SERVICE 10/1-10/31/26	4010-71-0515-000-41400	52.38
LANGUAGE LINK	343922	10/26/2026	911 TRANSLATION SERVICE SEPT 2026	4010-71-0515-000-41418	7.84
WINDSTREAM	091647993 10/26	10/26/2026	MONTHLY SERVICE 10/1-10/31/26	4010-71-0515-000-41400	125.96
IOWA COMMUNICATIONS NE...	760084	10/26/2026	MONTHLY CONNECTION 9/1-9/30/26	4010-71-0515-000-41400	550.00
Depart 71 - E-911 Total:					1,258.42
Depart: 75 - MEDICAL					
WELLMARK BCBS OF IA	SEPT 2026	10/26/2026	MEDICAL/DENTAL INS CLAIMS 9/1-9/30/26	8500-75-0420-000-11300	73,985.20
Depart 75 - MEDICAL Total:					73,985.20
Depart: 97 - MUSCOM					
ADVANCED BUSINESS SYSTEM...	INV508156	10/26/2026	COPIER CONTRACT	4050-97-1040-000-26000	28.18
EASTERN IOWA LIGHT & POW...	21082903 10/26	10/26/2026	WILD CAT DEN 8/31-9/30/26	4050-97-1040-000-43012	207.46
MUSCATINE COUNTY TREASU...	3RD QTR 26 UNEMPLYMT	10/26/2026	3RD QTR JOINT COMMUNICATIONS	4050-97-1040-000-46700	608.79
ALLIANT ENERGY	4097848708 10/5/26	10/26/2026	CONESVILLE TOWER 9/3-10/5/26	4050-97-1040-000-43011	252.53
MIDAMERICAN ENERGY COM...	586361818	10/26/2026	WEST LIBERTY TOWER SITE 9/9-10/8/26	4050-97-1040-000-43013	17.03
APCO INTERNATIONAL INC	1251550	10/26/2026	2027 APCO GROUP MEMBERSHIP	4050-97-1040-000-48000	401.00
ELECTRONIC ENGINEERING	755000243-1	10/26/2026	(30) G4 PAGERS	4050-97-1040-000-63866	25,050.94
WINSOR CONSULTING GROUP...	28527	10/26/2026	MERAKI SUPPORT (2) UNITS	4050-97-1040-000-42700	699.97
Depart 97 - MUSCOM Total:					27,265.90

The payables contained in this report are in an open packet, and have not posted to the General Ledger

Pending Expense Approval Report

Post Dates: 10/26/2026 - 10/26/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Depart: 98 - DRAINAGE DISTRICTS					
LOUISA COMMUNICATIONS	4688 10/26	10/26/2026	INTERNET 10/1-10/31/26	6000-98-6000-000-44200	69.95
EASTERN IOWA LIGHT & POW...	23047001 10/26	10/26/2026	UTILITIES 9/1-10/1/26	6000-98-6000-000-44200	14,894.39
ARNOLD MOTOR SUPPLY LLP	39NV405400	10/26/2026	MEGA CRIMP COUPLING, HYDRAULIC HOSE	6000-98-6000-000-44200	103.72
KEMP & SON INC	2616	10/26/2026	TRACKHOE W/ CONCRETE BREAKER	6000-98-6000-000-44200	925.00
UFG INSURANCE	6851798984 9/26	10/26/2026	INSURANCE RENEWAL 10/1/26-10/1/27	6000-98-6000-000-44200	29,206.00
KLINGNER & ASSOCIATES PC	93042	10/26/2026	CONSULTATION	6000-98-6000-000-44200	332.50
ALTORFER INC	WO410020056	10/26/2026	DIAGNOSE ENGINE & GENERATOR	6000-98-6000-000-44200	952.50
THE WAPELLO MORNING SUN	STMT 9/26	10/26/2026	7/17 MINUTES & CLAIMS	6000-98-6000-000-44200	1.03
FARMERS ELEVATOR & EXCH...	00251310 9/26	10/26/2026	PAINT, SCREWS, TUBING, BRASS ELBOW, CAULK	6000-98-6000-000-44200	507.59
Depart 98 - DRAINAGE DISTRICTS Total:					46,992.68
Depart: 99 - NONDEPARTMENTAL					
JOHNSON COUNTY AUDITOR	1ST HALF 26/27	10/26/2026	1ST HALF 26/27 - CONTRIBUTION FOR LOWER CEDAR WMA	0011-99-6000-000-42900	12,500.00
WILTON PUBLIC LIBRARY	1ST HALF 26/27	10/26/2026	1ST HALF 2026/2027 ALLOCATION 7/1-12/31/26	0011-99-6400-000-37325	5,000.00
WEST LIBERTY PUBLIC LIBRARY	1ST HALF 26/27	10/26/2026	1ST HALF 26/27 ALLOCATION 7/1-12/31/26	0011-99-6400-000-37329	5,000.00
MUSCATINE POWER & WATER	172805 10/26	10/26/2026	MAGIC MAN NETWORK CHARGES 9/21-10/19/26	0060-99-9110-000-42910	425.00
MUSCATINE COUNTY TREASU...	3RD QTR 26 UNEMPLYMT	10/26/2026	3RD QTR BIWEEKLY, CONSERVATION & SHERIFF	0002-99-9230-000-46700	8,775.64
PHELPS CUSTOM IMAGE WEAR	276086	10/26/2026	COMMISSION MEMBER APPAREL	0057-99-6410-000-42210	295.00
STANARD & ASSOCIATES INC	SA000065972	10/26/2026	LAW ENFORCEMENT TESTS	0001-99-9000-000-12500	56.50
DAXON CONSTRUCTION COM...	ENG SATELLITE PAY APP 2	10/26/2026	ENG SATELLITE FACILITY- SHEDS WORK DONE THRU9/29/26	1500-99-0233-000-61019	179,673.10
Depart 99 - NONDEPARTMENTAL Total:					211,725.24
Grand Total:					608,397.66

The payables contained in this report are in an open packet, and have not posted to the General Ledger

Report Summary

Fund Summary

Fund	Expense Amount
0001 - GENERAL BASIC	148,958.39
0002 - GENERAL SUPPLEMENTAL	15,289.70
0011 - RURAL SERVICES BASIC	23,159.21
0020 - SECONDARY ROAD	72,864.13
0030 - JAIL COMMISSARY FUND	10,319.29
0033 - DTF FORFEITED-Treasury	61.33
0057 - HISTORIC PRESERVATION COMM	295.00
0060 - GIS	425.00
1500 - CAPITAL PROJECTS	179,673.10
4000 - EMERGENCY MANAGEMENT	961.11
4010 - E-911 TRUST	1,258.42
4050 - MUSCOM	27,265.90
4100 - COUNTY ASSESSOR	204.46
6000 - DRAINAGE DISTRICTS	46,992.68
8500 - GROUP INSURANCE TRUST	73,985.20
8501 - INSURANCE DEDUCTABLE TRUST	6,684.74
Grand Total:	608,397.66

Account Summary

Account Number	Account Name	Expense Amount
0001-01-9000-000-26000	OFFICE SUPPLIES	163.96
0001-01-9000-000-40000	PUBLICATIONS & NOTIC...	1,548.45
0001-03-8100-000-47510	RECYCLING/SHREDDING	44.00
0001-04-1100-000-41300	MILEAGE	156.40
0001-04-1100-000-42617	DEPOSITION/INTERPRET	1,191.11
0001-04-1100-000-42618	SERV OF PAPERS	1,466.01
0001-04-1100-000-47510	RECYCLING/SHREDDING	50.99
0001-04-1100-000-48000	DUES & MEMBERSHIPS	561.00
0001-05-1000-000-44000	VEHICLE MAINT/REPAIR	2,229.14
0001-05-1000-000-48030	CERT COSTS/ACADEMY	5,125.00
0001-05-1010-000-49200	SECRET INVESTIGATIONS	50.00
0001-06-1050-000-23200	CUSTODIAL SUPPLIES	1,584.60
0001-06-1050-000-23400	MAINTENANCE SUPPLIES	9.98
0001-06-1050-000-29400	UNIFORMS	89.40
0001-06-1050-000-29410	CLOTHING-INMATES	602.48
0001-06-1050-000-41200	POSTAGE/MAILING	28.52
0001-06-1050-000-41418	INTERPRET SERV/PHONE	21.25
0001-06-1050-000-42232	TUITION/REGISTRATION	625.00
0001-06-1050-000-42779	SERV AGMT-CERTASITE	780.00
0001-06-1050-000-42871	MEDICAL SUPPLIES	584.66
0001-06-1050-000-43000	UTILITIES	38,339.51
0001-06-1050-000-44000	VEHICLE MAINT/REPAIR	79.35
0001-06-1050-000-63800	EQUIPMENT	2,203.98
0001-06-1052-000-23000	FOOD & PROVISIONS	20,420.58
0001-06-1052-000-23084	MILK & DAIRY PRODUCTS	2,417.84
0001-06-1052-000-63800	EQUIPMENT/SUPPLIES	2,728.78
0001-07-8110-000-26000	OFFICE SUPPLIES	125.31
0001-22-6110-000-23200	CUSTODIAL SUPPLIES	58.67
0001-22-6110-000-29000	EQUIPMENT & HAND T...	12.99
0001-22-6110-000-43400	WATER COND HSE SBRA	22.77
0001-22-6110-000-44000	VEHICLE MAINT/REPAIR	195.23
0001-22-6110-000-44100	BUILDING MAINT & REP...	344.25
0001-22-6110-000-44600	EQUIP MAINT-REPAIR	94.99
0001-22-6110-000-47500	WASTE DISPOSAL SERV	375.00
0001-22-6120-000-20000	FEED	292.00
0001-24-3100-000-26000	OFFICE SUPPLIES	542.86
0001-24-3100-000-26200	DATA PROCESSING EQUI...	338.55

Account Summary

Account Number	Account Name	Expense Amount
0001-24-3100-000-41400	TELEPHONE SERVICE	361.11
0001-25-3100-000-47510	RECYCLING/SHREDDING	67.98
0001-25-3110-000-34000	RENT PAYMENTS	500.00
0001-25-3110-000-34010	RENT PAYMENTS-MCSA	5,925.00
0001-25-3110-000-34700	MCSA SHELTER BASE RA...	2,750.00
0001-25-3110-000-39000	FUNERAL SERVICES	1,267.84
0001-25-3200-000-41300	MILEAGE	17.54
0001-25-3200-000-47510	RECYCLING/SHREDDING	17.00
0001-25-3210-000-34000	RENT PAYMENTS	300.00
0001-25-3210-000-39000	FUNERAL SERVICES	1,500.00
0001-28-1110-000-40200	LAB/AUTOPSY FEES	699.94
0001-28-1110-000-41300	MILEAGE	123.76
0001-31-3000-000-32000	LOCAL PH SERVICES GR...	18,718.34
0001-51-9100-000-26005	MAINTENANCE SUPPLIES	60.10
0001-51-9100-000-29000	EQUIPMENT/TOOLS	804.19
0001-51-9100-000-47510	RECYCLING/SHREDDING	45.32
0001-51-9100-000-61500	FIRE SYSTEM MAINT	5,714.27
0001-51-9100-751-41400	ELEVATOR PHONE-DHS	36.11
0001-51-9100-751-43000	UTILITIES-DHS	1,048.22
0001-51-9100-751-44100	BUILDING MAINT-DHS	570.11
0001-51-9100-754-41400	ELEVATOR PHONE-CS	37.58
0001-51-9100-754-43000	UTILITIES-CS	1,091.02
0001-51-9100-754-44100	BUILDING MAINT-CS	593.39
0001-51-9100-755-44100	BUILDING MAINT-JAIL	918.47
0001-51-9100-756-44100	BUILDING MAINT-HISTO...	29.37
0001-51-9100-758-43000	UTILITIES-MAINT SHOP	47.48
0001-51-9100-782-44100	BUILDING MAINT-SO	563.39
0001-51-9100-787-43000	UTILITIES-CTHSE	2,992.54
0001-51-9100-788-41400	ELEVATOR PHONE-ADM...	82.25
0001-51-9100-788-43000	UTILITIES-ADMIN	3,666.46
0001-51-9100-788-44100	BUILDING MAINT-ADMIN	2,925.85
0001-52-9110-000-41400	TELEPHONE SERVICE	25.81
0001-52-9110-000-41451	METRO AREA NETWORK	1,083.34
0001-52-9110-000-41458	INTERNET SERV	1,391.29
0001-52-9110-000-42100	SERVICE AGREEMENTS	7,325.76
0001-52-9110-000-44600	EQUIP MAINT-REPAIR	96.45
0001-99-9000-000-12500	CIVIL SERVICE COMMISS...	56.50
0002-02-8000-000-26400	ELECTION SUPPLIES	6,375.62
0002-02-8000-000-42232	TUITION/REGISTRATION	25.00
0002-02-8000-000-47510	RECYCLING/SHREDDING	44.00
0002-25-3500-000-30234	SUBSTANCE ABUSE TRE...	69.44
0002-99-9230-000-46700	UNEMPLOYMENT INSUR...	8,775.64
0011-53-3020-000-48710	REIMBURSE PERMIT FEE	100.00
0011-53-6300-000-25000	FUELS	512.01
0011-53-6300-000-40000	PUBLICATIONS & NOTIC...	34.20
0011-53-6300-000-44000	VEHICLE MAINT/REPAIR	13.00
0011-99-6000-000-42900	LC Watershed Mgnt Auth	12,500.00
0011-99-6400-000-37325	WILTON LIBRARY	5,000.00
0011-99-6400-000-37329	WEST LIBERTY LIBRARY	5,000.00
0020-20-0201-310-62700	RIGHT OF WAY	13,347.60
0020-20-7010-230-41300	MILEAGE	250.00
0020-20-7110-461-44800	GRANULAR	27,883.24
0020-20-7110-482-44900	SHOULDERS	113.63
0020-20-7110-483-44900	EROSION CONTROL	1,943.56
0020-20-7130-595-44810	LIGHTING	10.89
0020-20-7140-490-44800	ROAD CLEARING	74.00
0020-20-7210-621-44300	PARTS	1,629.39
0020-20-7210-623-44300	OUTSIDE SERVICE	8,256.26

Account Summary

Account Number	Account Name	Expense Amount
0020-20-7210-632-25000	DIESEL	17,241.95
0020-20-7210-637-25400	FILTERS-OIL/AIR	336.14
0020-20-7210-638-25400	BATTERIES	315.90
0020-20-7210-649-25400	OTHER	478.08
0020-20-7210-650-49500	EQUIPMENT OPERATIO...	521.95
0020-20-7220-655-29000	EQUIPMENT & HAND T...	119.98
0020-20-7220-680-24000	HARDWARE	341.56
0030-06-1053-000-23087	ITEMS FOR RESALE	1,625.32
0030-06-1053-000-63800	EQUIPMENT	8,693.97
0033-05-1000-000-39900	DTF FORFEITED-Treasury	61.33
0057-99-6410-000-42210	COMMISSION EXPENSES	295.00
0060-99-9110-000-42910	MUNICIPAL AREA NETW...	425.00
1500-99-0233-000-61019	ENGINEER BUILDING AD...	179,673.10
4000-70-1210-000-25000	FUEL	73.95
4000-70-1210-000-42232	TUITION/REGISTRATION	804.00
4000-70-1210-000-44000	VEHICLE MAINT/REPAIR	83.16
4010-71-0515-000-41400	911 TELEPHONE LINES	1,250.58
4010-71-0515-000-41418	INTERPRET SERV/PHONE	7.84
4050-97-1040-000-26000	OFFICE SUPPLIES	28.18
4050-97-1040-000-42700	SERVICE AGREEMENTS	699.97
4050-97-1040-000-43011	UTILITIES CONESVILLE T...	252.53
4050-97-1040-000-43012	UTILITIES-WILD CAT DEN...	207.46
4050-97-1040-000-43013	UTILITIES-WEST LIBERTY ...	17.03
4050-97-1040-000-46700	UNEMPLOYMENT INSUR...	608.79
4050-97-1040-000-48000	DUES & MEMBERSHIPS	401.00
4050-97-1040-000-63866	RADIO EQUIP-END USER	25,050.94
4100-69-0500-000-46700	UNEMPLOYMENT INSUR...	204.46
6000-98-6000-000-44200	DRAINAGE LINES & MAI...	46,992.68
8500-75-0420-000-11300	HEALTH INS	73,985.20
8501-00-0310-000-46600	INS DED TRUST	6,684.74
Grand Total:		608,397.66

Project Account Summary

Project Account Key	Expense Amount
None	608,397.66
Grand Total:	608,397.66

October 26, 2026

Agenda Packet

Item #4a

- Board of Adjustment Meeting Summary 10-12-26
- Board of Adjustment Development Report – Case # 26-10-01 – Special Use Permit – Wiese -Motley Rural Residence

CASES REVIEWED BY THE BOARD OF ADJUSTMENT

The Muscatine County Board of Adjustment met on Friday, October 16, 2026, with board members Tom Harper, Michael Smock, Janelle Spies, and Ashley Spitler present and Emily Geertz absent.

The following request(s) were discussed and voted on:

Special Use Permit

Request:

Case #26-10-01

An application has been filed by Dalton Motley, applicant, and Philip and Grace Wiese, Record Owners, requesting a Special Use Permit for a Rural Residence. The affected property is in Montpelier Township, in the NW ¼ of Sec. 9-T77N-R1E, Parcel #10-09-100-003, containing approximately 24.52 acres, and is zoned A-1 Agricultural.

Motion:

A motion was made by Tom Harper to grant A Special Use Permit for a Rural Residence subject to staff verification that the residence will meet the minimum 750' separation distance between existing neighboring residences. Second by Michael Smock.

Vote:

Motion approved.

Aye's – 4 Opposed – 0 Absent - 1

Variance

Request:

Case #26-10-02

An application has been filed by David Petersen, Record Owner, requesting a variance to place an accessory outbuilding approximately 6' from the east side lot line. The affected property is in Fulton Township, in the SW ¼ of Sec. 34-T78NR1E, 1576 Arrowhead Drive, containing approximately 1.74 acres, and is zoned R-1 Residential.

Motion:

A motion was made by Ashley Spitler to grant a variance to place an accessory outbuilding approximately 6' from the east side lot line provided that the utility vacation plat is approved. Second by Tom Harper.

Vote:

Motion approved.

Aye's – 4 Opposed – 0 Absent - 1

Reason(s) for approval:

The Board of Adjustment determined that the variance request meets the requirements for a practical difficulty due to the unique lot shape and topography.

BOARD OF ADJUSTMENT DEVELOPMENT REPORT

Board of Adjustment Case: #26-10-01

Property Owner: Philip and Grace Wiese

Applicant (if different): Dalton Motley

Property Description: The affected property is in Montpelier Township, in the NW ¼ of Sec. 9-T77N-R1E, Parcel #10-09-100-003, containing approximately 24.52 acres, and is zoned A-1 Agricultural.

Request: Special Use Permit for a Rural Residence.

GENERAL DESCRIPTION OF PROPOSED DEVELOPMENT

Staff Recommendation: Staff recommend approval of the Special Use Permit subject to a final location being verified that is at least 750' any neighboring existing dwellings.

APPEAL TO THE BOARD OF ADJUSTMENT:
SPECIAL USE PERMIT FOR A RURAL RESIDENCE IN MUSCATINE COUNTY

This notice of a Special Use Permit appeal to the Muscatine County Board of Adjustment is from the decision of the determination made by the Muscatine County Zoning Administrator for Muscatine County.

Facts in this case are as follows:

The premises affected is zoned: A-1 Agricultural District

Containing approximately: 24.52 Acres

Located in parts of the: Sec: 9 T: 77 N: - R1E

Parcel #/District: 1009100003 - MOMUM - Mont Pelier

Address of Property affected: 1716 Ward Ave Muscatine, Iowa 52761
*Parcel west of 1716 Ward Ave.

That said Zoning Administrator denied or refused to issue a Special Use Permit request for the reason that it was a matter, which in their opinion, should properly come before the Muscatine County Board of Adjustment. (I) (We), therefore, request that a Special Use Permit be granted as follows:

Construct a rural residence in a parcel zoned A-1

and that the Muscatine County Zoning Administrator be authorized and instructed to issue a Special Use Permit for this use, and (I) (We) contend you have such authority as set out in Article XVIII, Section 3, after your Board has held a public hearing and approved the Special Use Permit.

That attached, hereto, is our non-refundable fee in the amount of \$150.00 per request payable to the Muscatine County Treasurer, Zoning Office Receipt # 5234

Respectfully submitted on this date: 8/31/2016 and signed by:

The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Muscatine County, Iowa, assuring the information provided herein is true and correct. By signing below, I hereby give my consent for the Muscatine County Zoning Office to conduct a site visit and photograph the subject property.

Dalton Motley
Applicant's Signature
(if different than Record Owner)

Dalton Motley
Print Applicant's Name
(if different than Record Owner)

126 South Genessee St, Blue Grass, IA 52716
Print Applicant's Address
(if different than Record Owner)

563-726-2186
Print Applicant's Telephone #
(if different than Record Owner)

daltonmotley21@icloud.com
Print Applicant's Email Address
(if different than Record Owner)

☒ Philip Wiese | Grace Wiese
Record Owner Signature

Philip Wiese | Grace Wiese
Print Record Owner's Name

1716 Ward Ave Muscatine IA 52761 | 1106 Crestview Dr. Durant, IA 52747
Print Record Owner's Address

319-800-9209 | 563-299-7881
Print Record Owner's Telephone #

philwiese@gmail.com | graceawiese@gmail.com
Print Record Owner's Email Address

Rural Residence. The Zoning Board of Adjustment may issue a special use permit to establish a rural residence in an Agricultural Use Zone. The intent of this provision is to allow, under certain circumstances, construction of single-family homes in rural Muscatine County without requirement of a farm use. The goal is to minimize conflict with existing and future farm uses, while allowing development of property. In making this determination, the Zoning Board of Adjustment shall consider the following factors:

a. Proximity to State Regulated Livestock Operations: Livestock Operations have a significant impact on their neighbors, and have a higher potential of conflict with rural residences. Applications which concern property closer than the current specified setback requirements set forth by the Iowa Code from the nearest livestock operation required under state law to submit and implement manure management plans shall be denied. The distance shall be measured in feet from the closest point of the proposed residence to the closest point of the confinement feeding operation structure as that term is defined in Iowa Code section 459.102.

What is the exact distance, measured in feet, between this proposed Rural Residence and the nearest livestock operation? (1) One mile - animals are on pasture four to five months a year

b. CSR2 rating of the land: Muscatine County's rich soil is an asset to be valued and protected, while being utilized to its greatest potential. Applications, which the proposed property has a Corn Suitability Rating of 55 or higher as calculated by weighted average of the entire parcel, should generally not be granted. This factor is of high importance.

What is the CSR2 rating of the property where this proposed Rural Residence will be located? ~~high~~ 23 Average CSR

c. Proximity to a paved road: Residential development on or within one mile traveled distance of a paved road makes the provision of services more efficient and reduces the conflicts caused by crushed rock roads. This factor is of moderate importance.

What is the exact distance, measured in feet or miles, to the nearest paved road from this proposed Rural Residence? 1.25 miles

d. Proximity to other rural residences: High density and concentration of rural residences should be discouraged, as increasing the potential for conflict with agricultural uses. A separation distance of 1,250 feet should be met between the proposed rural residence and existing neighboring residences, distances less than 750 feet may be denied. If an area is particularly suited for residential use, its rezoning should be considered. This factor is of moderate importance.

What is the exact distance, measured in feet, to the nearest residence from this proposed Rural Residence? Roughly 900 ft

e. Proximity to city limits: Residential development is more efficient when it occurs near already existing infrastructure and services. This factor is of moderate importance.

What is the exact distance, measured in feet or miles, from the city limits to the proposed Rural Residence? 3.5 miles

f. Other factors: Other factors produced by active agricultural uses create potential for conflict with residential uses. Those include sound, dust, odor, visual appearance and other externalities of active farm operations. A separation distance of 1250 feet should be met between the proposed rural residence and neighboring feedlots, grain dryers and silos. This factor is of moderate importance.

What is the exact distance, measured in feet or miles, to the nearest active agricultural use from the proposed Rural Residence? 600 Ft

What is the exact distance, measured in feet or miles, to the nearest grain bin, silos, grain dryers to the proposed Rural Residence? 0.1 mile

If this proposed new residence is allowed, would it require a new driveway onto a county road or state highway? If so, prior approval through the appropriate channels must be given before the Board of Adjustment will hear this case.

The Farm Definition Ordinance will be used by the Board of Adjustment in conjunction with the Muscatine County Comprehensive Plan to aid in the development of residential housing in A-1 Agricultural Districts.

A Special Use Permit issued pursuant to this section shall run with land. Rural residential uses permitted under this section shall be subject to the Muscatine County Code of Ordinances, including the Muscatine County Zoning Ordinance and the Muscatine County Construction Codes, and are subject to reasonable conditions imposed by the Zoning Board of Adjustment.

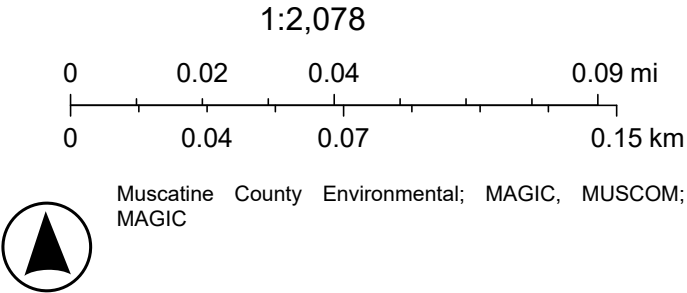
County Print



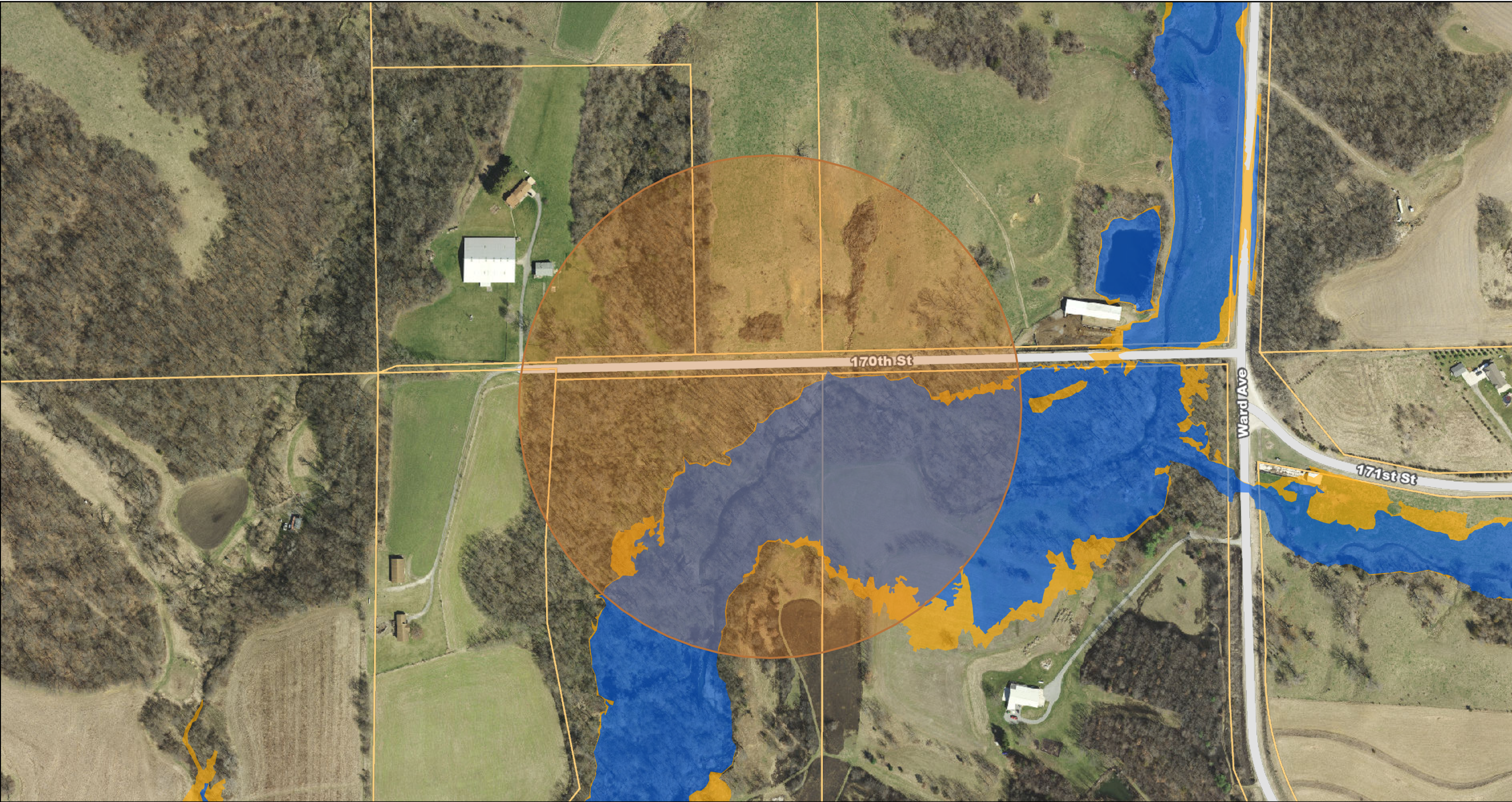
9/1/2026, 12:09:02 PM

Muscatine County Parcels

- Image
- Red: Red
 - Green: Green
 - Blue: Blue



County Print



9/24/2026, 3:55:02 PM

Flood Zone A (1% Chance Flood) Image

Flood Zone (0.2% Chance Flood)

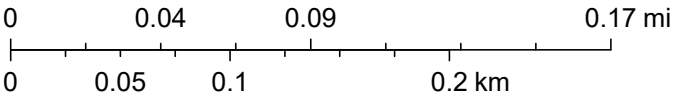
Muscatine County Parcels

Red: Red

Green: Green

Blue: Blue

1:3,447



October 26, 2026

Agenda Packet

Item #4b

- Board of Adjustment Development Report – Case # 26-10-02 – Petersen Variance

BOARD OF ADJUSTMENT DEVELOPMENT REPORT

Board of Adjustment Case: #26-10-02

Name of Property Owner: David Petersen

Name of Applicant (if different): N/A

Property Description: The affected property is in Fulton Township, in the SW ¼ of Sec. 34-T78NR1E, 1576 Arrowhead Drive, containing approximately 1.74 acres, and is zoned R-1 Residential.

Request: A variance to place an accessory outbuilding approximately 6' from the east side lot line.

GENERAL DESCRIPTION OF PROPOSED DEVELOPMENT

Background: The standard side yard setback is 15' in this location.

Staff Recommendation: *Staff recommend approval of this request subject to any applicable utility easements being successfully vacated.*

Staff feel that a practical difficulty is not self-created due to unique lot shape and topography. Staff find that approval of the variance will not alter the characteristics of the area.

Recommendation/Rationale: For a Variance to be granted, the applicant must meet the following:

1. Compliance with the required area, dimensional, or other numerical Zoning Ordinance limitations would result in practical difficulties for the property owner, preventing them from making beneficial use of the property.
 - Numerical limitations may include requirements for: minimum lot size, setbacks, yard widths, height, sidewalks, fencing, signage, or off-street parking.
 - Practical Difficulties means that the strict application of the zoning ordinance is unnecessarily burdensome and that the granting of the variance would do substantial justice to the owner.
2. The property owner must prove that the practical difficulty is unique to the property and is not self-created. These limitations may include:
 - Topographical features – Example: steep slopes or wetlands
 - Parcel size
 - Parcel shape
3. The proposed use will not alter the essential character of the surrounding neighborhood.

4. A variance is not to be granted for any self-created difficulties.
 - Loss of profit or financial hardship alone is not grounds for approval of a variance.
 - When conditions giving rise to the need for a variance were created by the property owner or a former owner, the hardship is self-imposed.
5. The Board of Adjustment should determine that:
 - The Variance will not impair an adequate supply of light and air to adjacent property.
 - The Variance will not unreasonably increase congestion and traffic hazards on public roads.
 - The Variance will not unreasonably diminish or impair established property values within the surrounding areas.
 - The Variance will not in any other respect impair the public health, comfort, safety, morals, or welfare of the inhabitants of the county.
 - The Variance will not impair the general purpose and intent of the regulations and provisions contained in the Muscatine County Zoning Ordinance and Comprehensive Plan.

**Muscatine County Building, Zoning, & Environmental Office**

3610 Park Avenue West, Muscatine, IA 52761-5634

Phone: 563-263-0482 Email: zoning@muscatinecountyia.govWebsite: www.muscatinecountyia.gov**APPEAL TO THE BOARD OF ADJUSTMENT
FOR A DIMENSIONAL VARIANCE**

Under the provisions of the Muscatine County Zoning Ordinance, the Board of Adjustment has the power to grant a variance after a public hearing is held and the applicant has proven that there are practical difficulties in the carrying out of the provisions of the Muscatine County Zoning Ordinance and such variance will not significantly alter the essential character of the surrounding neighborhood.

Application Fee: \$150.00 (non-refundable)**Location Details:****Parcel Number(s):** 05-34-325-004**Address of Parcel(s) affected:** 1576 Arrowhead Dr. Muscatine, IA**The parcel(s) affected are zoned:** ☐ A-1 ☒ R-1 ☐ R-2 ☐ R-3 ☐ M-1 ☐ C-1 ☐ C-2
☐ I-1 ☐ I-2**Total acres:** 1.74**Variance Request Description:**

To place an accessory outbuilding approximately 6'-0" off of the eastern side yard lot line.

The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Muscatine County, Iowa, assuring the information provided herein is true and correct.

By signing below, I hereby give my consent for the Muscatine County Zoning Office to conduct a site visit and photograph the subject property.

x David Petersen

Applicant's Signature
(if different than Record Owner)

David Petersen

Print Applicant's Name

1576
1517 Arrowhead Dr.

Print Applicant's Address

(563) 381-1030 H
449-4199 C

Print Applicant's Telephone #

dap1221@aol.com

Print Applicant's Email Address

x David Petersen

Record Owner Signature

David Petersen

Print Record Owner's Name

1576 Arrowhead Drive Blue Grass

Print Record Owner's Address

(563) 381-1030 H
449-4199 C

Print Record Owner's Telephone #

dap1221@aol.com

Print Record Owner's Email Address

Submitted on:

9/1/26

Application Fee Receipt #:

5235

Dimensional Variance Questionnaire

In order to be granted a Dimensional Variance, you must prove that a Practical Difficulty exists.

A Practical Difficulty means that the strict application of the zoning ordinance is unnecessarily burdensome and that the granting of the variance would do "substantial justice" to the owner.

The practical difficulties must be unique to the property and not self-created by the owner or previous owners of the property.

Please provide a thorough explanation below of how strict compliance with the zoning ordinance creates a Practical Difficulty.

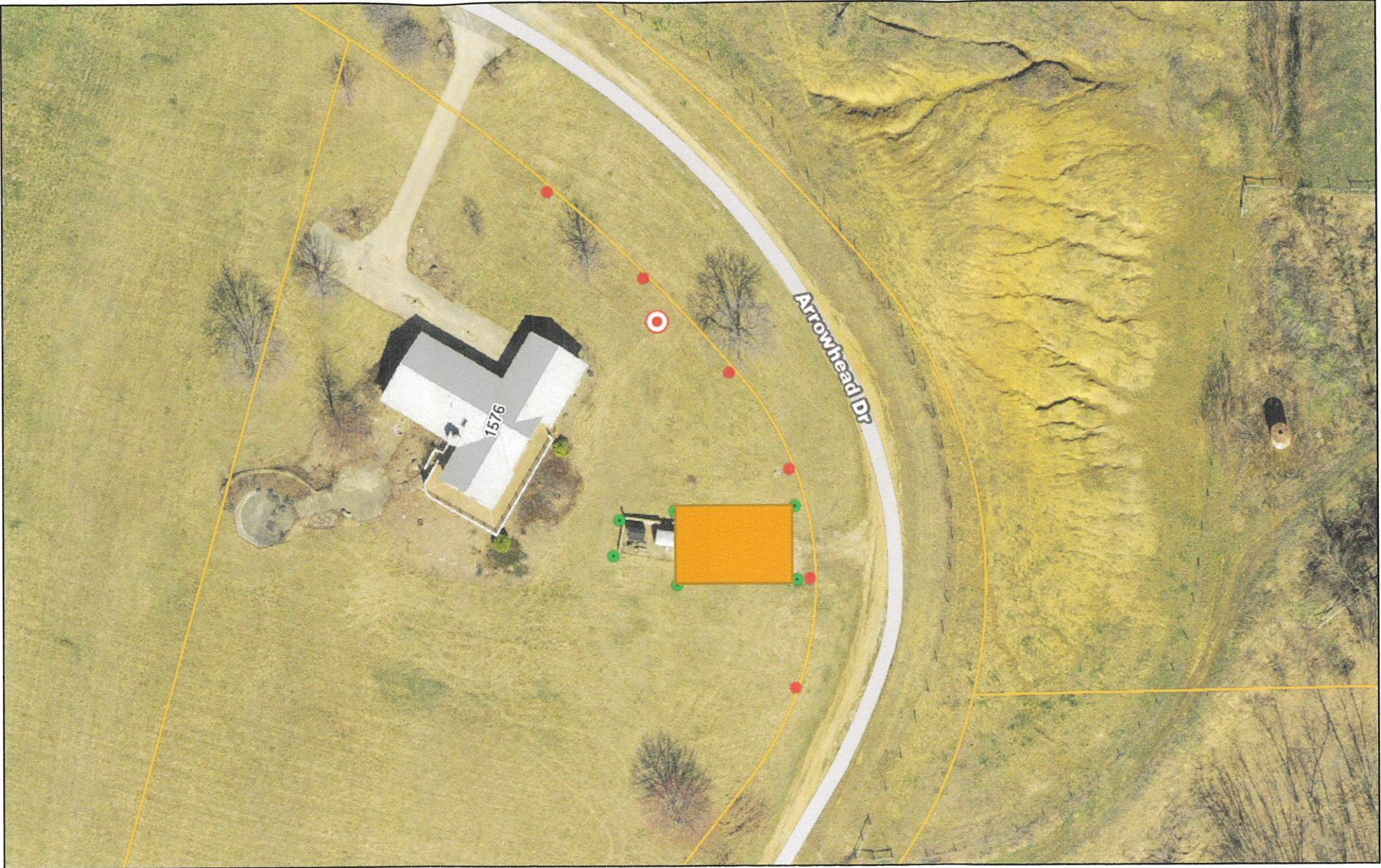
The owner of the surrounding farmland built the residence at 1576 in 1989. As an active farmer, he stored his work truck, lawn mowing and yard tools, and winter snow plowing equipment in his farm shop. An attached 2 stall garage for his family's personal autos proved adequate. I purchased 1576 2 years ago and find myself needing the additional storage the previous owner allocated to his farm shop. In addition to my large work truck, mower, and possible skid loader, I also own 2 classics. Building space to house the equivalent of 4 vehicles is needed.

The layout of the house and hilly topography of Lot 4 makes locating a building site very challenging. The most workable site is in the side yard where a somewhat level area was graded to install an outdoor woodburner and service driveway.

The original survey lists 2 utilities with 15ft easements inside the property line. I have done the work to get verbal commits from both utilities to delete their easements. I am working now to get the legal validations of those easements completed and recorded.

With easements vacated, I am requesting a zoning variance that will permit building in the 15ft side yard setback. Doing so will allow the size of a 30ft wide by 48ft long building

County Print



8/26/2026, 11:17:06 AM

Septic Points

- Access Point
- Building Corners
- Muscatine County Wells

Muscatine County Parcels

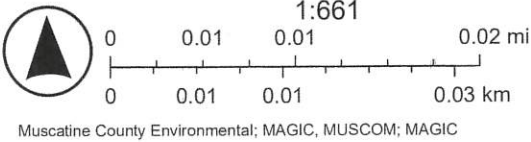
Image

Red: Red

Green: Green

Blue: Blue

Proposed Building Site



October 26, 2026

Agenda Packet

Item #5b

- Iowa Department of Transportation Federal Funding Agreement 5-25-HBP-S-038 for County Bridge Program Project - BROS-C070(80)--5F-70

**IOWA DEPARTMENT OF TRANSPORTATION
Federal-aid Agreement
for a County Highway Bridge Program Project**

RECIPIENT: Muscatine County

Project No: BROS-C070(80)--5F-70

Iowa DOT Agreement No: 5-25-HBP-S-038

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the Muscatine County, Iowa (hereinafter referred to as the RECIPIENT) and the Iowa Department of Transportation (hereinafter referred to as the DEPARTMENT). Iowa Code Sections 306A.7 and 307.44 provide for the RECIPIENT and the DEPARTMENT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

The Bridge Formula Program (BFP) and the Surface Transportation Block Grant (STBG) Program make Federal funds available for replacement or rehabilitation of highway bridges on public roads on and off the Federal-aid System. A portion of BFP or STBG funds have been set aside for this purpose and designated as the County Highway Bridge Program (HBP). In the event Highway Infrastructure Program (HIP) funding is available, it may be included for this same purpose.

Pursuant to the terms of this agreement, applicable statutes, and Local Systems Instructional Memorandum [1.100](#), the DEPARTMENT agrees to provide County HBP funding to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The RECIPIENT shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The DEPARTMENT's contact person will be the Local Systems Project Development Engineer, Jenifer Bates, and the Local Systems Eastern Region Field Engineer, Dillon J. Feldmann. The RECIPIENT's contact person shall be the County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following bridge project:
 - A. FHWA Structure Number: 257430
 - B. Location: On 180th St G14, Near NW Corner, S18 T77 R1W
 - C. Preliminary Estimated Total Eligible Construction Costs: \$1850000.
4. The eligible project construction limits shall include the bridge plus grading and/or paving to reach a "touchdown point" determined by the DEPARTMENT. Within the eligible project construction limits, eligible project activities will be limited to actual construction costs.
5. Costs associated with work outside the eligible project construction limits, routine maintenance activities, operations, and monitoring expenses are not eligible. In addition, administrative costs, engineering, inspection, legal, right of way, utility relocations, activities necessary to comply with Federal and State environmental or permit requirements, and fees or interest associated with bonds or loans are not eligible.
6. 100% of the eligible construction project costs incurred after the effective date of this agreement shall be paid from County HBP funds. The RECIPIENT shall pay 100% of the non-eligible project costs. Reimbursed costs will be limited to County HBP funds that are made available to counties through the HBP Funds outlined in Local Systems Instructional Memorandum [1.100](#) in place at the time of this agreement being fully executed.
7. The RECIPIENT shall pay for all project costs not reimbursed with Highway Bridge Program funds.

8. The RECIPIENT shall let the project for bids through the DEPARTMENT.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
11. Responsibility for compliance with the Federal and State laws, regulations, policies, or procedures required by this agreement is not assignable without the prior written consent of the DEPARTMENT.
12. The project shall be let to contract within 3 years of the date this agreement is approved by the DEPARTMENT. If not, this agreement may become null and void, unless the RECIPIENT submits a written request for extension to the DEPARTMENT at least 30 days prior to the 3-year deadline. If approved, this agreement may be extended for a period of time as determined by the DEPARTMENT, but not less than 6 months.
13. This agreement and the attached Exhibit 1 constitute the entire agreement between the DEPARTMENT and the RECIPIENT concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the DEPARTMENT and the RECIPIENT.

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement as of the date shown opposite its signature below.

RECIPIENT: Muscatine County

This agreement was approved by official action of the Muscatine County Board of Supervisors in official session on the

_____ day of _____, _____.

County Auditor

Chair, Board of Supervisors

IOWA DEPARTMENT OF TRANSPORTATION
Transportation Development Division

By _____
Dillon J. Feldmann, P.E.
Local Systems Field Engineer
Eastern Region

Date _____, _____

EXHIBIT 1

General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects

Unless otherwise specified in this agreement, the RECIPIENT shall be responsible for the following:

1. General Requirements

- a. The RECIPIENT shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the RECIPIENT, the DEPARTMENT has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: https://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The RECIPIENT shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the RECIPIENT shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the RECIPIENT shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, national origin, religion, pregnancy, or disability. The RECIPIENT agrees to comply with the requirements outlined in [I.M. 1.070](#), Title VI and Nondiscrimination Requirements, which includes the requirement to provide a copy of the Subrecipient's Title VI Plan or Agreement and Standard DOT Title VI Assurances to the DEPARTMENT.
- c. The RECIPIENT shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in [I.M. 1.080](#), ADA Requirements. When bicycle and/or pedestrian facilities are constructed, reconstructed, or altered, the RECIPIENT shall make such facilities compliant with the ADA and Section 504, which includes following the requirements set forth in Chapter 12A for sidewalks and Chapter 12B for Bicycle Facilities of the [Iowa DOT Design Manual](#).
- d. To the extent allowable by law, the RECIPIENT agrees to indemnify, defend, and hold the DEPARTMENT harmless from any claim, action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the DEPARTMENT's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by the 2 CFR 200.501 "Audit Requirements," a non-Federal entity expending \$750,000 or more in Federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The Federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown on the first page of this agreement. If the RECIPIENT will pay initial project costs and request reimbursement from the DEPARTMENT, the RECIPIENT shall report this project on its SEFA. If the DEPARTMENT will pay initial project costs and then credit those accounts from which initial costs were paid, the DEPARTMENT will report this project on its SEFA. When the DEPARTMENT will pay initial project costs and credit those accounts from which initial costs were paid, the RECIPIENT shall not report this project on its SEFA.
- f. The RECIPIENT shall supply the DEPARTMENT with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170.
- g. The RECIPIENT shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
 - i. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The RECIPIENT shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.
 - ii. The RECIPIENT shall comply with the requirements of [I.M. 5.010](#), DBE Guidelines.

- iii. The DEPARTMENT's [DBE program](#), as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the RECIPIENT of its failure to carry out its approved program, the DEPARTMENT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the DEPARTMENT shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the DEPARTMENT to appropriate funds sufficient to allow the DEPARTMENT to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the DEPARTMENT to make any payment hereunder are insufficient or unavailable for any other reason as determined by the DEPARTMENT in its sole discretion; or 3) If the DEPARTMENT's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The DEPARTMENT shall provide the RECIPIENT with written notice of termination pursuant to this section.

2. Programming and Federal Authorization

- a. The RECIPIENT shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The RECIPIENT shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the DEPARTMENT, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, Federal funds cannot be authorized.
- b. The RECIPIENT must show federal aid funding activity to receive the programmed amount authorized for the project. If there is no funding activity for nine or more months after the previous funding activity, the remaining unused programmed amount will be de-obligated from the project and there will be no further federal aid reimbursement issued for the project. If the RECIPIENT knows in advance that funding activity will not occur for nine months or more, the DEPARTMENT's Contract Administrator needs to be notified to determine if programming or authorization of funds can be adjusted or other options can be explored.
- c. Upon receipt of Federal Highway Administration (FHWA) authorization a Federal Award Identification Number (FAIN) will be assigned to this project by the FHWA based on a methodology that incorporates identifying information about the federal award such as the federal funding program code and the federal project number. This FAIN will be used to identify this project and award on the federal government's listing of financial assistance awards consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA) at usaspending.gov.
- d. A period of performance for this federal funding award will be established at the time of FHWA authorization. The start date of the period of performance will be the FHWA authorization date. The project end date (PED) will be determined according to the methodology in [I.M. 1.200](#), Federal Funds Management. Costs incurred before the start date or after the PED of the period of performance will not be eligible for reimbursement.

3. Design

- a. The RECIPIENT shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the DEPARTMENT in the Guide and applicable I.M.s.

4. Environmental Requirements and other Agreements or Permits

- a. The RECIPIENT shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location approval. The RECIPIENT shall complete any mitigation agreed upon in the FHWA approval document. These procedures

are set forth in [I.M. 3.020](#), Concept Statement Instructions; [4.020](#), NEPA Process; [4.110](#) Threatened and Endangered Species; and [4.120](#), Cultural Resource Regulations.

- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the RECIPIENT shall follow the procedures in I.M. [4.170](#), Farmland Protection Policy Act.
- c. The RECIPIENT shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the DEPARTMENT, or other agencies as required. The RECIPIENT shall follow the procedures in I.M. [4.130](#), 404 Permit Process; [4.140](#), Storm Water Permits; [4.150](#) Iowa DNR Floodplain Permits and Regulations; [4.190](#), Highway Improvements in the Vicinity of Airports or Heliports; and [4.160](#), Asbestos Inspection, Removal, and Notification Requirements.
- d. In all contracts entered into by the RECIPIENT, and all subcontracts, in connection with this project that exceed \$100,000, the RECIPIENT shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the RECIPIENT shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

5. Right-of-Way, Railroads and Utilities

- a. The RECIPIENT shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in [I.M. 3.600](#), Right-of-Way Acquisition, and the DEPARTMENT's Right of Way Bureau [Local Public Agency Manual](#). The RECIPIENT shall contact the DEPARTMENT for assistance, as necessary, to ensure compliance with the required procedures, even though no Federal funds are used for right-of-way activities. Acquisition activities may begin prior to FHWA Environmental Concurrence. However, such acquisitions cannot affect the National Environmental Policy Act (NEPA) decision making process.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the RECIPIENT shall obtain agreements, easements, or permits as needed from the railroad. The RECIPIENT shall follow the procedures in [I.M. 3.670](#), Work on Railroad Right-of-Way and [I.M. 3.680](#), Federal-aid Projects Involving Railroads.
- c. The RECIPIENT shall comply with the DEPARTMENT'S [Policy for Accommodating Utilities on the County and City Non-Primary Federal-aid Road System](#) for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the RECIPIENT shall follow the DEPARTMENT's [Policy for Accommodating and Adjustment of Utilities on Primary Road System](#). The RECIPIENT should also use the procedures outlined in [I.M. 3.640](#), Utility Accommodation and Coordination, as a guide to coordinating with utilities.

6. Contract Procurement

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer, architect, or landscape architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the DEPARTMENT, the RECIPIENT shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the DEPARTMENT for review and approval in accordance with [I.M. 3.700](#), Check and Final Plans and [I.M. 3.500](#), Bridge or Culvert Plans, as applicable.
 - ii. The contract documents shall use the DEPARTMENT's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the RECIPIENT for individual construction items shall be approved by the DEPARTMENT.

- iii. Follow the procedures in [I.M. 5.030](#), Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, execute the contract documents in Doc Express.
- c. For projects that are let locally by the RECIPIENT, the RECIPIENT shall follow the procedures in [I.M. 5.120](#), Local Letting Process - Federal-aid.
- d. The RECIPIENT shall forward a completed Project Development Certification ([Form 730002](#)) to the DEPARTMENT in accordance with [I.M. 3.710](#), Project Development Certification Instructions. The project shall not receive FHWA Authorization for construction or be advertised for bids until after the DEPARTMENT has reviewed and approved the Project Development Certification.
- e. If the RECIPIENT is a city, the RECIPIENT shall comply with the public hearing requirements of the Iowa Code section 26.12.
- f. The RECIPIENT shall not provide the contractor with notice to proceed until after receiving notice in Doc Express that the Iowa DOT has concurred in the contract execution.

7. Construction

- a. A full-time employee of the RECIPIENT shall serve as the person in responsible charge of the construction project. For cities that do not have any full-time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the DEPARTMENT.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.
- c. For projects let through the DEPARTMENT, the project shall be constructed under the DEPARTMENT's Standard Specifications for Highway and Bridge Construction and the RECIPIENT shall comply with the procedures and responsibilities for materials testing according to the DEPARTMENT's Materials I.M.s. Available on-line at: <http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the RECIPIENT shall provide materials testing and certifications as required by the approved specifications.
- e. If the DEPARTMENT provides any materials testing services to the RECIPIENT, the DEPARTMENT will bill the RECIPIENT for such testing services according to its normal policy as per [Materials I.M. 103](#), Inspection Services Provided to Counties, Cities, and Other State Agencies.
- f. The RECIPIENT shall follow the procedures in [I.M. 6.000](#), Construction Inspection, and the DEPARTMENT's Construction Manual, as applicable, for conducting construction inspection activities.

8. Reimbursements

- a. After costs have been incurred, the RECIPIENT shall submit to the DEPARTMENT periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least once every six months, but not more than bi-weekly. The RECIPIENT shall follow [I.M. 6.020](#) Payment and Reimbursement Processes for requesting reimbursement.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the DEPARTMENT by August 1.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the RECIPIENT, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.

- d. Reimbursement claims shall be submitted on forms identified by the DEPARTMENT along with all required supporting documentation. The DEPARTMENT will reimburse the RECIPIENT for properly documented and certified claims for eligible project costs. The DEPARTMENT may withhold up to 5% of the Federal share of construction costs or 5% of the total Federal funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the DEPARTMENT determines the RECIPIENT has been overpaid, the RECIPIENT shall reimburse the overpaid amount to the DEPARTMENT. After the final audit or review is complete and after the RECIPIENT has provided all required paperwork, the DEPARTMENT will release the Federal funds withheld.
- e. The total funds collected by the RECIPIENT for this project shall not exceed the total project costs. The total funds collected shall include any Federal or State funds received, any special assessments made by the RECIPIENT (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the RECIPIENT do exceed the total project costs, the RECIPIENT shall either:
 - i. In the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - ii. Refund to the DEPARTMENT all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the DEPARTMENT will either credit reimbursement billings to the FHWA or credit the appropriate State fund account in the amount of refunds received from the RECIPIENT.

9. Project Close-out

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the RECIPIENT shall provide written notification to the DEPARTMENT. The RECIPIENT shall follow and request a final audit, in accordance with the procedures in [I.M. 6.110](#), Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures will result in loss of federal funds remaining to be reimbursed and the repayment of funds already reimbursed. The RECIPIENT may be suspended from receiving federal funds on future projects.
- b. The RECIPIENT shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of Federal funds shall be made only after the DEPARTMENT accepts the project as complete.
- d. The RECIPIENT shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The RECIPIENT shall also make these materials available at all reasonable times for inspection by the DEPARTMENT, FHWA, or any authorized representatives of the Federal Government. Copies of these materials shall be furnished by the RECIPIENT if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the DEPARTMENT will notify the RECIPIENT of the record retention date.
- e. The RECIPIENT shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the DEPARTMENT and the FHWA.

October 26, 2026

Agenda Packet

Item #5c

- 2026 Weed Commissioner Report and Letter



2026 WEED COMMISSIONER'S REPORT

For the County of: Muscatine

Submit to County Board of Supervisors by:

November 1, 2026

Return copy to the IDALS office by:

December 1, 2026

Weed Commissioner's Contact Information:

Name Matt Shutt	Year Appointed 2022
Address 3610 Park Ave West	Telephone 563-263-6351
City, Zip Code Muscatine, 52761	Alternate Telephone
Email Address matt.shutt@muscatinecountyiowa.gov	Pesticide Certificate # 56867

Which of the noxious weeds have you found in your county?

1 – Found, a problem in my county

2 – Found, but not a problem

3 – Not known in my county

? – If you cannot identify this plant

<i>Primary Noxious Weeds</i>	<i>Answer</i>	<i>Secondary Noxious Weeds</i>	<i>Answer</i>
Buckthorn	2	Buckhorn Plantain	2
Bull Thistle	2	Cocklebur	2
Canada Thistle	1	Curly Dock (Sour Dock)	2
Field Bindweed	2	Multiflora Rose	2
Hoary Cress (Perennial Pepper-grass)	2	Poison Hemlock	2
Horse Nettle	2	Puncturevine	2
Leafy Spurge	2	Red Sorrel (Sheep sorrel)	2
Musk Thistle	1	Shattercane	2
Palmer Amaranth	3	Smooth Dock	2
Perennial Sow Thistle	2	Teasel	1
Quackgrass	2	Velvetleaf (Butterprint)	2
Russian Knapweed	3	Wild Carrot	2
		Wild Mustard	2
		Wild Sunflower	2

<i>Invasive Prohibited Plants</i>	Answer		
Garlic Mustard	2		
Japanese Hop	2		
Japanese Knotweed	2		
Oriental Bittersweet	2		
Purple Loosestrife	2		

Please list any other plants which are a problem or a concern in your county:

sericea Lespedeza and Honeysuckle

As County Weed Commissioner, do your duties include roadside spraying?

Yes ☒ No ☐

Did your county publish a Notice of Program for weed control pursuant to the provisions of Title VIII Chapter 317 Section 317.14?

Yes ☒ No ☐

Did your county employ contract spraying during 2026?

Yes ☒ No ☐

If yes, what percentage of your total spray program is contracted? 5%

If possible, please list the contract rates. \$/mile 160

Total contract cost \$ 10,011.75

In the past year how much did your county spend on purchasing herbicides?

\$ 4186.73

How many times during 2026 was it necessary to serve a noxious weed notice?

Private (written) 0 Public (written) (DOT, DNR, CCB) 0

How many times did you contact individuals personally, rather than sending them a weed control notice?

Private (verbal) 1 Public (verbal) (DOT, DNR, CCB) 0

How many times did you actually enter private or public land, control weeds, and assess the cost to the owner?

2

How many months were you employed as weed commissioner in 2026?

12 months

Are your duties as weed commissioner incorporated into another county job?

Yes ☒ No ☐ If Yes, what? Roadside Manager

Weed Comm. Duties 15 % IRVM Duties 80 %

Other County Duties 5 %

How does the overall county weed situation compare with last year?

Improved ☒ Unchanged ☐ Worse ☐

Comments? J. Knotweed was sprayed in 2025 and very little if any has come back.

Is brush control included in your weed commissioner duties?

Yes ☒ No ☐

If yes, what method(s) do you use? *(Circle all that apply):*

Spraying ☒ Cutting ☒ Stump treatment ☒ Basal bark ☐

Other, explain Mow with boom mower

What are your suggestions and/or recommendations which may improve your county weed and brush infestations?

More tree mowing in late summer with skid mower. Educate the public on when to mow ditches or dont allow them to.

What herbicides did your county use in your weed control program? Be specific, please list brand name and quantity of each. Please do not list surfactants or adjuvants. If the spray program is contracted in your county, ask your contractor for this information. Add another page if necessary.

Herbicide usage table:

CHEMICAL/BRAND	RATE USED	QUANTITY USED	TO CONTROL?
<i>(Example)</i> Milestone	4 fluid ounces per acre	3.32 gallons	Thistle and teasel on roadside
Escort XP	1.67 per 100 gallon	104 oz	Thistle, teasel, trees
Tahoe 3A	1 qt per 100 gallon	2880 oz	Thistle, teasel, trees
Method 240 SL	13.3oz per 100 gallon	266 oz	Only used to target trees, brush
Pathway, Pathfinder II	Cover the outside inch of the stump	80oz	Regrowth from stumps

The above report is true to the best of my knowledge.

Signature 
County Weed Commissioner

10-15-2026
Date

Signature _____
Chairman, County Board of Supervisors

Date

Please return a copy to:

Iowa Department of Agriculture and Land Stewardship
Attn: State Weed Commissioner
2230 S Ankeny Blvd
Ankeny, IA 50023-9093

October 15,2026

Muscatine County Board of Supervisors
414 E. 3rd St, Suite 101
Muscatine, IA 52761-4142

RE: Weed Commissioner Report to Board

Dear Muscatine County Board of Supervisors:

As the County Weed Commissioner duties, here is the brief overview of our most prevalent weed issues throughout the county. This overview is a supplement to the Annual Weed Commissioner's Report. Below is the current Iowa Code requirement.

317.7 Report to board.

Each weed commissioner shall, for the territory under the commissioner's jurisdiction on or before the first day of November of each year, make a written report to the board of supervisors. Said report shall state:

1. The name and location of all primary noxious weeds, and any new weed which appears to be a serious pest.
2. A detailed statement of the treatment used, and future plans, for eradication of weeds on each infested tract on which the commissioner has attempted to exterminate weeds, together with the costs and results obtained.
3. A summary of the weed situation within the jurisdiction, together with suggestions and recommendations which may be proper and useful, a copy of which shall be forwarded to the state secretary of agriculture.

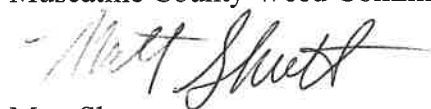
As the county weed commissioner, below is the information requested:

1. The name and location of all primary noxious weeds, and any new weeds that appear to be a serious pest.
 - a. Canada, Mush Thistle can be found throughout the county road ditches.
 - b. Teasel is located mostly on the east side of the county. New Era Ave, Vail Ave, Ward Ave, Sweetland Rd, Western Ave, Zachary Rd and old 61 going into Bluegrass are the main roads. We also have a large infestation on G-28, by Lutheran Homes and Davis Ave. Random spots I have found are Tucker Ave, Burlington Rd, Isett, F-70, Tipton and 235th. Mostlikey from farmers mowing and spreading it.
 - c. Japanese Knotweed was added to the weed list this year in July. It was found by Wildcat Den Rd, Iron City Ave, Hayes, Thayer and 130th. After spraying in 2025, there is very little left, some still on 130th. I will look at it in the spring of 2027

and see if I need to treat it again in late summer. Do not mow as it spreads from the stem.

- d. Other noxious weeds that have been found around the county, private and road ditches, that haven't become a problem include; Buckthorn, Bull Thistle, Field Bindweed, Hoary Cress, Horse Nettle, Buckhorn Plantain, Cocklebur, Curly Dock, Multiflora Rose, Poison Hemlock, Puncturevine, Red Sorrel, Shattercane, Smooth Dock, Velvetleaf, Wild Carrot, Wild Mustard, Wild Sunflower, Garlic Mustard, Japanese Hop, Oriental Bittersweet and Purple Loosestrife.
 - e. Sericea Lespedeza is a new noxious weed that isn't on the list yet, but I have found some on Saulsbury RD, G-28, Vail and private ground. In 2025, I treated Saulsbury Road and so far, I haven't seen it back. G-28 is hard to control, the landowner to the north has it in his tree planting. I spray it when I can but can't enforce it yet.
2. The treatment we use, future plans, cost and results will be discussed here.
- a. We use chemical treatment, where we can. In 2026, we spent \$4186.73 on the chemical I use. More rain this year, so less spraying. We use Tahoe 3A and Escort for weeds and Method 240 was added in when targeting brush. We try to mow before the weeds go to flowering stage. We use the county's mowers, boom mower and the new sickle mower. The future plans include continuing to mow early, spraying and monitoring these areas for new growth. Maybe updating our spray equipment in the future to a NorthStar spray truck. Start using the SXS to spray would help in some areas. The results I'm seeing are reducing the size of growth in areas, but in most places, we will never eradicate the problem, due to private land practices. Farmers mowing road ditches at the wrong time and moving seeds to other areas.
3. List a summary of suggestions and recommendations for the county
- a. For the most part we are keeping up with the noxious weeds. My suggestion for the county is to update the spraying equipment in the future, NorthStar spray truck with a boom. Try to reduce farmers mowing road ditches after teasel has headed out, so they don't spread it to new areas. Educate county employees on noxious weeds to report to weed commission. Bring back burning in the road ditches and mow areas more often before weeds head out. Partner with the ISU extension office to educate private landowners on these weeds and encourage them to start controlling them.

Thank you for your time,
Muscatine County Weed Commissioner



Matt Shutt

October 26, 2026

Agenda Packet

Item #6

- Board of Supervisors Meeting Minutes 10-19-26

Muscatine County Board of Supervisors
Monday, October 19, 2026

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Chick, Kirchner, Mather, Sauer and Sorensen present. Chairperson Chick presiding.

On a motion by Sorensen, second by Sauer, the agenda was approved as presented. Ayes: All.

County Engineer Bryan Horesowsky presented two utility permits: 1.) Eastern Iowa Light & Power, Wilton, Iowa: New house service boring underground power under county right-of way 73 feet onto private property, 2415 Mittman Road, Muscatine. Section 9, 8-T76N-R02W. On a motion by Sorensen, second by Kirchner, the Board approved the utility permit. Ayes: All. 2.) Eastern Iowa Light & Power, Wilton, Iowa: Installing sect. cabinet in county right-of-way and boring 2-inch duct four feet under Seven Springs Road, running 86 feet onto private property, 2108 Seven Springs Road. Section 31-T77N-R02W. On a motion by Sorensen, second by Sauer, the Board approved the utility permit. Ayes: All.

On a motion by Mather, second by Sorensen, the Board authorized County Attorney, the County Engineer, the Administration & Finance Director, and the County Development Director to secure outside council where expedited legal services are required. Ayes: All.

On a motion by Sauer, second by Sorensen, the Board approved the minutes of October 12, 2026, regular meeting. Ayes: All.

Correspondence:

Kirchner announced that the Muscatine County Fairgrounds, West Liberty, Iowa, will host Liberty 100 stock car races on October 23 & 24, 2026.

Kirchner announced the Annual Muscatine County Fair Board meeting is scheduled for October 27, 2026, at the Kent Center at the Muscatine County Fairgrounds, with the dinner at 6:30 p.m. and annual meeting at 7:30 p.m.

Committee & Meeting Reports:

Sorensen attended a Ports of Eastern Iowa meeting on October 14, 2026.

On a motion by Sorensen, second Mather, by the Board authorized the Chair to execute a July 1, 2026 through June 30, 2027, agreement regarding the Muscatine County Sheriff's Office Deputy Sheriffs Unit between Muscatine County and Chauffeurs, Teamsters and Helpers, Local Union #238. Ayes: All.

On a motion by Sorensen, second Kirchner, by the Board authorized Discussion and possible action authorizing renewal of the Muscatine County Flexible Benefits Plan for 2027 and setting the open enrollment period for October 19, 2026, to November 9, 2026. Ayes: All.

Discussion and possible direction regarding updates to the Muscatine County Employee Handbook pertaining to unused vacation time was held with Human Resources Director Kayla Petersen, Administration & Finance Director Kala Naber and County Development Director Eric

Furnas. The Board consensus was to have Petersen prepare proposed employee handbook language and present to department heads and the Board for review before action is taken.

Petersen announced the CAROSH completion rate of 80.23% by county employees has been accomplished. Discussion was held with the Board on whether other options regarding Protected Health Information (PHI) training should be explored and if all employees need to complete the training. Mather stated it is mandated that all employees complete PHI training as they may encounter protected information. Naber stated other training options are being explored.

County Auditor Tibe Vander Linden stated today is the pre-voter registration deadline to complete a paper registration form by 5:00 p.m. and drop off at the Auditor's office or complete a form on-line by 11:59 P.M. Vander Linden advised pre-voter registration is advised so that a voter's information is in the system when early voting or voting on election day. Vander Linden stated three health care facilities (nursing homes) will be visited over the next week by an election team for residents that have requested to vote. Satellite Absentee Voting stations in the coming week are as follows: 1.) Auditor's office on Saturday, October 24, 2026, from 8:00 A.M. to 2:00 P.M. 2.) MCC McAvoy Center on Saturday, October 24, 2026, from 9:00 A.M. to 3:00 P.M., 3.) West Liberty Public Library on Sunday, October 25, 2026, from 11:00 A.M. to 5:00 P.M. The dates for all Satellite locations are listed on the county website.

County Attorney Korie Talkington stated that former Assistant County Attorney Sean McCollough has passed away. McCollough left county employment in 2025.

The meeting was adjourned at 9:46 A.M.

ATTEST:

Tibe Vander Linden
County Auditor

Danny Chick, Chairperson
Board of Supervisors

October 26, 2026

Agenda Packet

Item #9a

- Muscatine County Security Token Issuance and Use Policy

MUSCATINE COUNTY SECURITY TOKEN ISSUANCE AND USE POLICY

PURPOSE

Security tokens are a form of Multi-Factor Authentication (MFA) required to enhance information security by providing an additional layer of authentication when accessing agency systems, such as computers, and resources, such as e-mail

This policy establishes standards and procedures for issuing, managing and using hardware devices (such as Key Fobs), USB devices (such as YubiKey), and Smart Cards, and software security authentication (such as Microsoft or Google authenticators) to ensure secure access to Muscatine County Networks and Applications.

SCOPE

This policy applies to all employees, contractors and third-party users who access county networks and/or systems.

TOKEN TYPES AND DEFINITIONS

Hardware Token: A physical device used as a second factor in multi-factor authentication (MFA) to verify your identity. Operating independently from a smartphone or computer, it generates or transmits a temporary code or cryptographic signature to grant account access.

Common Types of Hardware Tokens

- **TOTP Key Fobs:** Small keychain devices with a mini digital screen that displays a 6-digit code. The code changes every 30 to 60 seconds using an internal clock and a secret key.
- **USB Security Keys:** Physical keys (such as a YubiKey) that plug into a USB port or connect via NFC. They often use FIDO2/WebAuthn standards to authenticate automatically with a touch or tap.
- **Smart Cards:** Plastic cards containing a microchip that require a card reader and often a PIN.

Key Benefits

- **Phishing Resistance:** They do not rely on vulnerable cellular networks (unlike SMS text codes) and cannot be tricked by fake login websites.
- **Malware Isolation:** Because the secret keys live on the isolated physical device rather than a connected phone or PC, they are safe from device-level malware.
- **Offline Functionality:** They do not need an internet connection or cellular service to generate passcodes.
- **Reliability:** They are ideal for restricted workplaces, industrial floors, or users who do not carry a smartphone.

Software Tokens (Soft Tokens): Applications installed on a smartphone, tablet, or computer (such as Google Authenticator, Microsoft Authenticator, or Authy) that generate Time-based One-Time Passwords (TOTP).

We cannot use software MFA for all users, especially for those computers that are shared by multiple users.

ISSUANCE AND GENERAL REQUIREMENTS

Hardware Tokens

Hardware tokens may be required for certain employees based on the systems, applications or information they access. These requirements may vary depending on applicable security and compliance standards for relevant systems and/or users. The IS department will determine which employees are required to use hardware security tokens based on compliance requirements.

Requests for hardware tokens must be made in writing to Information Services by the Department Head or an individual designated by the department head. Hardware tokens are issued to named individuals only. Sharing or transferring hardware tokens is prohibited and subject to disciplinary action. Employees issued a hardware token shall sign an acknowledgement at the time of issuance. Any lost, stolen, compromised, or malfunctioning hardware tokens must be immediately reported to Information Services. Failure to do so may result in disciplinary action. Employees will be required to return hardware tokens at separation of employment and may be liable for unreturned or damaged hardware tokens. Information Services will be responsible for maintaining a list of hardware security tokens issued and deactivating tokens upon return or reported loss. Tokens reported lost and found later shall be turned into Information Services.

Software Tokens

Software tokens are required for employees accessing Muscatine County e-mail systems (such as Exchange Online, Office 365) using a mobile device (such as Smart Phones, tablets) and for remote access to Muscatine County systems.

Employees that do not wish to use their personal device for software tokens may request a hardware token through their department head that will allow them to access their County e-mail account at work or when out of the office using a browser (such as Google Chrome) and for remote access.

Devices with an authentication app installed must be secured with a PIN or biometric access features. Providing codes for others to use on your behalf is prohibited and subject to disciplinary action.

LOSS/THEFT/REPLACEMENT

Users must notify their supervisor and the Information Services (IS) department or Help Desk as soon as they realize a token is missing or non-functioning.

Hardware Tokens

The lost or stolen token must immediately be unassigned and disabled to prevent unauthorized access to Muscatine County devices and systems. IS may issue a temporary bypass code so the employee may continue working while awaiting a replacement.

Replacement fees:

Employees are responsible for the full cost of replacing a lost, stolen, or damaged hardware token. The cost of the replacement will be based on the cost to replace the device at the time of loss. Payments shall be made to the Administration Office. If a lost or stolen hardware token is returned in good working condition within 30 days of the reported loss, the replacement fee will be refunded. If more than 30 days have passed, or the found token is returned damaged or in non-working condition, the fee will not be refunded. Hardware tokens that malfunction or become defective through normal use will be replaced at no cost to the employee.

Upon a change in authentication platforms or changes in security standards requiring upgrades, hardware tokens will be replaced at no cost to the employee.

Software Tokens

The authentication account linked to the lost or stolen device will immediately be reset to prevent unauthorized access to county devices and systems. IS may issue a temporary bypass code so the employee may continue working while awaiting a replacement. Employees who use authentication apps on personal devices will be required to re-register when they get a new device upon verification of identity with the IS department.

Replacement fees:

Employees are responsible for the full cost of replacing a lost or stolen personal device containing an authentication app.

COUNTY DEVICES

County devices using authentication apps that are lost, stolen, or damaged must be reported to the Administration Office and IS department immediately. The account

linked to the lost or stolen device will be immediately reset to prevent unauthorized access to county devices and systems. IS may issue a temporary bypass code so the employee may continue working while awaiting a replacement.

Replacement fees:

Employees may be responsible for the cost of lost, stolen or damaged county devices as outlined in the Muscatine County Cellular Telephone Use Policy.

REPORTING, INCIDENT MANAGEMENT AND ENFORCEMENT

Any concerns or violations regarding the use of security tokens or authentication apps must be reported to the department head and IS department. Violations of this policy may result in the revocation of system access and disciplinary action, up to and including termination of employment.

REVIEW AND UPDATES

This policy will be reviewed and updated as required or needed to address evolving legal, technological, or organizational changes. Employees are responsible for complying with the most up to date version of the policy.

ACKNOWLEDGEMENT

I hereby acknowledge that I have received a copy of the Muscatine County Authentication Token Issuance and Use Policy (#403) and that it is my responsibility to read, understand, and follow it.

Print Employee Name

Employee Signature

Date

A signed copy of this policy will be retained in the employee's personnel file maintained by the Administration Office.

MUSCATINE COUNTY
SECURITY HARDWARE TOKEN RECEIPT FORM

Employee Name _____ **Department** _____

Position/Title _____

Requested by Name _____ **Title** _____

HARDWARE TOKEN INFORMATION

Token ID/Serial Number _____

Date Issued _____

Issuance type: ☐ **Initial Issue** ☐ **Replacement**

Replacement Reason _____

Receipt Acknowledgement

I acknowledge that I have received the hardware token identified above. I have been provided access to and/or a copy of the Muscatine County Security Token Policy and acknowledge that my use of the hardware token is subject to that policy. I understand that the hardware token is the property of Muscatine County and is provided to me for authorized business only.

I am responsible for safeguarding the hardware token and will properly notify supervisors and the IS department if the token is lost, stolen, damaged, or otherwise compromised.

Employee Signature Date

Witness Signature Date