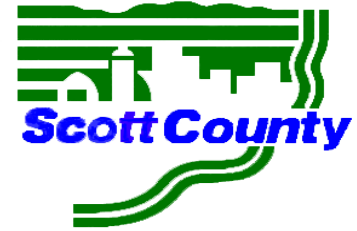


SCOTT COUNTY ATTORNEY

Scott County Courthouse
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Telephone: (563) 326-8600
Fax: (563) 326-8763
Website: www.scottcountyiowa.gov



Kelly G. Cunningham, County Attorney (563) 326-8600
Kelly.Cunningham@scottcountyiowa.gov

September 19, 2023

To: Board of Supervisors

Re: Civil Attorney Replacement

The Civil Senior Assistant Attorney has given notice of his upcoming retirement to be the end of November 2023 and the Attorney's Office is requesting an over hire for the opening for up to 8 weeks.

The Civil Attorney litigates all civil cases involving Scott County in state and federal courts. This includes, but is not limited to, preparation of cases involving civil rights, jail lawsuits, personal injury, worker's compensation, tax assessment appeals, guardianships and conservatorships, mental health hearings, small claims, forfeiture proceedings, health code ordinance enforcement, zoning code enforcement, county code enforcement.

The Civil Attorney advises and provides legal opinions to the board of supervisors, elected officials, department heads, and township officers, upon matters in which the state, county, or township may have an interest. The position also advises local law enforcement, the Bi-State Regional Commission, Emergency Management, QC Meg, the Humane Society, truancy officers, the Civil Service Commission, and the Scott Emergency Communications Center.

The Civil Attorney litigates all civil cases at the appellate level in the Iowa District Court, Iowa Court of Appeals, Iowa Supreme Court and the Federal 8th Circuit Court of Appeals.

The Civil Attorney executes any other civil function required by law of the county attorney. Normal examples are: processing freedom of information act requests, reviewing gun permit requests, drafting intergovernmental agreements, answering questions from the public, contract reviews.

The Attorney's Office is requesting an over hire of the position based on the extensive job responsibilities listed above. There is only one position in the office handling civil work. Considering the years of expertise and institutional knowledge from the retiring attorney, having a new hire expand their knowledge prior to the upcoming retirement would be invaluable. Thank you for your consideration.

Kelly G. Cunningham
Scott County Attorney

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 28, 2023

APPROVAL OF THE OVER-HIRE OF 1.0 FTE SENIOR ASSISTANT COUNTY
ATTORNEY DUE TO RETIREMENT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the Board hereby approves the temporary over-hire of 1.0 FTE Senior Assistant County Attorney for up to eight (8) weeks.

Section 2. That this resolution shall take effect immediately.