

Marshall County Board of Supervisors
Regular Session Wednesday, March 29, 2023, at 9:00 a.m.
Marshall County Sheriff's Office Meeting Room, 3rd Floor 3B
2369 Jessup Avenue, Marshalltown, Iowa
AGENDA

1. Call to Order.

How to Participate in the meeting

The Board encourages the public to remain engaged and actively participate via the ZOOM process if they are unable to attend the meeting in person. Presenters may provide documentation electronically for inclusion during the meeting prior to the agenda deadline and are requested to participate via ZOOM. There are 4 available options to view and/or participate in the public meetings: Attend in person.

- View on YouTube. View live or replay later. MARSHALL COUNTY YOUTUBE https://www.youtube.com/channel/UC2SRE_isBm8PyHrZNXf3nsA
- Call in by Phone: 1 - 312 - 626 - 6799, Meeting ID 871 3622 1316 Passcode 526957
- Zoom. Participate Live. <HTTPS://US02WEB.ZOOM.US/J/87136221316?PWD=Q0LDEXVVEHPLSVROA3LVRDVTXCXHAQT09>

Notice to the Public

The Board of Supervisors welcomes comments from the public during the time allowed for discussion. You are requested to approach the microphone, state your name for the record and limit the time used to present your remarks in order that others may be given the opportunity to speak. The normal process on any agenda item is for the Chair to read the item from the agenda. The Board is given an opportunity to comment on the issue and/or place a motion on the floor. An opportunity for discussion may be presented at which time the public may participate and a roll call vote will follow.

2. Roll Call. Chair Heil, Vice Chair Salasek, Member Hibbs.

- Present:
- Absent:
- Attended By Zoom:

3. Pledge of Allegiance.

4. Approve Agenda.

Motion by _____, second by _____ to _____ agenda.

Roll call vote: Heil, Salasek, Hibbs.

5. Proclamations

5.a. April is Sexual Assault Awareness Month - Proclamation

Documents:

[SA AWARENESS MONTH 2023 PROCLAMATION.PDF](#)

5.b. April 9-15th National Telecommunicator's Week - Proclamation

Documents:

[PROCLAMATION DISPATCH.PDF](#)

6. Consent Agenda:

6.a. Approve Regular Session Minutes, March 15, 2023.

Documents:

[2023-03-15_MINUTES.PDF](#)

6.b. Approve Special Session Minutes 1st Canvass of GMG School Election dated 3/14/2023 and Special Session Minutes 2nd Canvass of GMG School Election dated 3/21/2023.

Documents:

[2023-03-14_MINUTES-GMG SCHOOL 1ST CANVASS.PDF](#)

[2023-03-21_MINUTES-GMG SCHOOL 2ND CANVASS.PDF](#)

6.c. Approve claims as audited

Approve claims as audited. and authorize the County Auditor and Recorder to issue payment of the same. The listing of claims paid at this meeting and all claims paid in the current month will be published as part of the first meeting of the following month.

6.d. File Sheriff's Quarterly Report – 2022 4th Quarter

Documents:

[2022-4TH QRTLY SHERIFF.PDF](#)

6.e. File Manure Manure Management Plans

- Aaron Borton ID65862 1359 140th St Clemons - no changes
- Havelka Site 3 ID64515 2833 Garwin Rd Marshalltown - no changes
- JTFarms East ID63208 2348 290th St Haverhill - no changes
- Marshall Ridge Farms ID60101 - expansion [COMPLETE DOCUMENT](#)

Documents:

[AARON BORTON ID65862 1359 140TH ST CLEMONS - NO CHANGES.PDF](#)

[BILL HAVELKA SITE3 ID64515 2833 GARWIN RD MARSHALLTOWN - NO CHANGES.PDF](#)

[HAVELKA SITE 3.PDF](#)

[MMP MARSHALLRIDGE NEW - SIGNED - SMALLER.PDF](#)

6.f. File Receipt of Marshall Ridge Construction Permit Application for Dairy Expansion

Documents:

[2023-03-20_COUNTY VERIFICATION MARSHALL RIDGE DAIRY EXPANSION.PDF](#)

6.g. Personnel Changes:

6.g.i. Approve Auditor and Recorder Office personnel changes

- Approve rehire, Auditor & Recorder Office, Election Temporary, Linda Fuller, \$10.00 per hour, part time, from March 7, 2023 through March 8, 2023.
- Approve new hire, Auditor & Recorder Office, Election Temporary, Bev Worden, \$10.00 per hour, part time, from March 7, 2023 through March 8, 2023.

Documents:

[EE NEW HIRE BEV WORDEN.PDF](#)
[EE REHIRE LINDA FULLER.PDF](#)

6.g.ii. Approve Attorney's Office personnel changes

- Approve status change, Attorney Office, from Assistant County Attorney to First Assistant County Attorney, Kiyoko Kieffer, change in full time annual salary from \$81,478.88 to \$100,917.84, plus \$675 bonus for additional duties in March, 2023, effective 4/1/2023.
- Approve status change, Attorney Office, Assistant County Attorney, Travis Conder, change in full time annual salary from \$68,456.40 to \$71,456.40, effective on 4/1/2023.
- Approve status change, Attorney Office, Assistant County Attorney, Breanna Nelson, change in full time annual salary from \$70,383.36 to \$73,383.36, effective 4/1/2023.
- Approve status change, Attorney Office, Assistant County Attorney, James Scheetz, change in full time annual salary from \$91,778.40 to \$94,778.40, effective on or after 4/1/2023.
- Approve new hire, Attorney Office, Assistant County Attorney, Jake Dorman, full time annual salary \$67,500, effective on or after 4/3/2023.

Documents:

[ORGCHANGE FIRST ASSISTANT.PDF](#)
[UPDATED KIYO FIRST ASSISTANT CA.PDF](#)
[ORGCHANGE ASSISTANTS.PDF](#)
[CONDER.PDF](#)
[NELSON.PDF](#)
[SCHEETZ.PDF](#)
[J DORMAN.PDF](#)

6.h. End of Consent Agenda. Roll call vote:

Motion by _____, second by _____ to _____ consent agenda.

Roll call vote: Heil, Salasek, Hibbs.

7. PUBLIC HEARING: 2022-2023 Budget Amendment

Motion by _____, second by _____, to open the public hearing at _____ a.m. Roll call vote: Heil, Salasek, Hibbs.

At the public hearing, any resident may present objections to or arguments in favor of any part of the amendment to the current 2022-2023 county budget. There were _____ written comments, questions, or objections on file in the County Auditor and Recorder's Office. Of the _____ individuals attending the public hearing, _____ individual(s) presented oral comments, questions, or objections.

Motion by _____, second by _____, to close the public hearing at _____ a.m. Roll call vote: Heil, Salasek, Hibbs.

7.a. Adopt Resolution 2022-0016, 2022-2023 Budget Amendment

Resolution 2023-0016, 2022-2023 Budget Amendment

- Pursuant to Section 331.435 Code of Iowa, an Amendment to the 2022-2023 County Budget is necessary to permit an increase in any class of expenditures; and
- The Notice of Budget Amendment was published in the Marshalltown Times Republican and the State Center Mid-Iowa Enterprise on March 16, 2023; and
- There were _____ written comments, questions, or objections on file in the County Auditor and Recorder's Office, and _____ individual(s) presented oral comments, questions, or objections at the hearing.
- Now, Therefore, Be It Resolved by the Marshall County Board of Supervisors that the 2022-2023 county budget amendment be adopted and the County Auditor and Recorder be authorized to certify and file the budget amendment as published and presented at the hearing.
- Dated at Marshalltown, Iowa this 29th day of March, 2023.

Motion by _____, second by _____, to (adopt) Resolution 2023-0016, FY 2022-2023 Budget Amendment. Roll call vote: Heil, Salasek, Hibbs.

8. PUBLIC HEARING: 2022-2023 Decrease in Appropriations

Motion by _____, second by _____, to open the public hearing at _____ a.m. Roll call vote: Heil, Salasek, Hibbs.

At the public hearing, any resident may present objections to or arguments in favor of any part of the decrease in appropriations in the current 2022-2023 county budget. There were _____ written comments, questions, or objections on file in the County Auditor and Recorder's Office. Of the _____ individuals attending the public hearing, _____ individual(s) presented oral comments, questions, or objections.

Motion by _____, second by _____, to close the public hearing at _____ a.m. Roll call vote: Heil, Salasek, Hibbs.

8.a. Adopt Resolution 2023-0017, Budget Decrease in Appropriation 2022-2023

Resolution 2023-0017, Budget Decrease in Appropriation 2022-2023

- Pursuant to Section 331.434(6) Code of Iowa, the 2022-2023 County Budget proposes decreases in departmental appropriations of more than 10%, or \$5,000, whichever is greater; and
- The proposed decrease in appropriations for, Buildings & Grounds, Informational Systems, Sheriff, Weed Eradication, and General Assistance departments was published in the Marshalltown Times Republican, Marshalltown, Iowa, and the Mid Iowa Enterprise, State Center, Iowa, on March 16th, 2023; and
- There were _____ written comments, questions, or objections on file in the County Auditor and Recorder's Office. There were _____ individuals attending the public hearing, and _____ individual(s) presented oral comments, questions, or objections at the hearing.
- Now, Therefore, Be It Resolved by the Marshall County Board of Supervisors that the budget decrease in appropriations be approved as published.
- Dated at Marshalltown, Iowa this 29th day of March, 2023.

Motion by _____, second by _____, to (adopt) Resolution 2023-0017, Budget Decrease in Appropriations 2022-2023. Roll call vote: Heil, Salasek, Hibbs.

8.b. Adopt Resolution 2023-0018, Re-Appropriation of Funds for FY 2022-2023

Resolution 2023-0018, Re-Appropriation of Funds for FY 2022-2023

- Pursuant to Section 331.434(6) Code of Iowa, a re-appropriation of funds is necessary following resolutions for the 2022-2023 decrease in appropriations
- Be It Resolved that the estimated appropriations approved by the Board for the various departments in the County be adjusted as follows:

<u>Department</u>	<u>Current Appropriation</u>	<u>Re-Appropriation</u>
#01 – Supervisors	193,010	200,388
#02 – Auditor and Recorder	1,190,971	1,234,844
#03 – Treasurer	786,472	775,972
#04 - County Attorney	1,536,510	1,623,110
#05 – Sheriff	6,640,650	6,564,350
#08 – Buildings & Grounds	1,125,670	951,670
#09 – Zoning	18,900	18,900
#15 - Information Systems	861,540	761,540
#16 – GIS	274,985	226,985
#19 - General Assistance	30,980	15,500
#20 - County Engineer	9,173,400	10,087,925
#21 - Veteran Affairs	101,180	101,088
#22 - County Conservation	2,669,925	2,720,075
#23 - Local Health Board	217,541	233,891
#24 - Weed Eradication	78,450	38,450
#25 - Dept. of Human Services	69,450	69,450
#28 - Medical Examiner	163,350	163,350
#31 - District Court	232,250	436,597
#33 - County Library Contract	69,442	69,442
#42 – Gateway TIF	60,000	60,547
#60 - Mental Health Admin	6,000	6,000
#70 - Local Emergency Mgmt.	1,460,956	1,460,956
#84 - County Capital Building	4,827,561	11,368,483
#87 – E-911 Towers	677,500	1,383,918
#99 – Non-departmental	6,992,216	3,796,345

Total	39,458,909	44,369,776
-------	------------	------------

- Dated at Marshalltown, Iowa this 29th day of March, 2023.

Motion by _____, second by _____, to (adopt) Resolution 2023-0018, Re appropriation of Funds for FY 2022-2023. Roll call vote: Heil, Salasek, Hibbs.

9. PUBLIC HEARING: 2023-2024 Budget

Motion by _____, second by _____, to open the public hearing at ____ a.m. Roll call vote: Heil, Salasek, Hibbs.

At the public hearing, any resident may present objections to or arguments in favor of any part of the proposed budget. There were ____ written comments, questions, or objections on file in the County Auditor and Recorder's Office. Of the ____ individuals attending the public hearing, ____ individual(s) presented oral comments, questions, or objections.

Motion by _____, second by _____, to close the public hearing at ____ a.m. Roll call vote: Heil, Salasek, Hibbs.

9.a. Adopt Resolution 2023-0019 Adopt Budget and Certify Taxes for Fiscal Year 2023-2024

Resolution 2023-0019 Adopt Budget and Certify Taxes for Fiscal Year 2023-2024

- Pursuant to Section 331.434(5)a, counties are required to adopt the county budget and certify taxes; and
- The proposed 2023-2024 County Budget was published in the Marshalltown Times Republican and State Center Mid Iowa Enterprise, on March 16, 2023; and
- There were ____ written comments, questions, or objections on file in the County Auditor and Recorder's Office, and ____ individual(s) presented oral comments, questions, or objections at the hearing.
- Now, Therefore, Be It Resolved that the County Budget for fiscal year 2023-2024 be adopted and the County Auditor and Recorder be authorized to certify and file the budget and certificate of taxes as adopted.
- Dated at Marshalltown, Iowa this 29th day of March, 2023.

Motion by _____, second by _____ to (adopt) Resolution 2023-0019, Adopt Budget and Certify Taxes for Fiscal Year 2023-2024. Roll call vote: Heil, Salasek, Hibbs.

9.a.i. FY24 Budget Adoption Form

Documents:

[FY24 BUDGET FORM.PDF](#)

10. Adopt RESOLUTION 2023-0020 APPROVING APPOINTMENT OF KIYOKO KIEFFER TO THE POSITION OF FIRST ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY

RESOLUTION 2023-0020 APPROVING APPOINTMENT OF KIYOKO KIEFFER TO THE POSITION OF FIRST ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY

- Now Therefore, Be it Resolved
- The Board of Supervisors Approve the Appointment of Kiyoko Kieffer to the position of First Assistant County Attorney in the Office of the County Attorney effective March 29, 2023.
- This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.
- Dated at Marshalltown, Iowa this ____ day of March 2023.

Motion by ____ second by ____ to (adopt) RESOLUTION 2023-0020 APPROVING APPOINTMENT OF KIYOKO KIEFFER TO THE POSITION OF FIRST ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY. Roll call vote: Heil, Salasek, Hibbs.

11. Adopt RESOLUTION 2023-0021 APPROVING APPOINTMENT OF JAKE RYAN DORMAN TO THE POSITION OF ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY

RESOLUTION 2023-0021 APPROVING APPOINTMENT OF JAKE RYAN DORMAN TO THE POSITION OF ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY

- Now Therefore, Be it Resolved
- The Board of Supervisors Approve the Appointment of Jake Ryan Dorman to the position of Assistant County Attorney in the Office of the County Attorney effective April 3, 2023.
- This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.
- Dated at Marshalltown, Iowa this ____ day of March 2023.

Motion by ____ second by ____ to (adopt) RESOLUTION 2023-0021 APPROVING APPOINTMENT OF JAKE RYAN DORMAN TO THE POSITION OF ASSISTANT COUNTY ATTORNEY IN THE OFFICE OF THE COUNTY ATTORNEY. Roll call vote: Heil, Salasek, Hibbs.

12. Approve 28E Agreement Sharing of Mental Health Advocate Costs. Discussion, possible approval.

The existing agreement is being modified to include Hamilton County to share the Mental Health Advocate. The counties included in this agreement: Franklin, Hamilton, Hardin, Marshall, Story. Agreement effective date: March 20, 2023. The previous agreement is included in the agenda packet for comparison.

Motion by ____ second by ____ to (approve) amendments to the 28E Agreement for Sharing of Mental Health Advocate with the following counties: Franklin, Hamilton, Hardin, Marshall, Story, and authorize the Chair to sign and direct staff to record the agreement and file with the Secretary of State.

Roll call vote: Heil, Salasek, Hibbs

Documents:

[ADVOCATE 28E AGREEMENT AMENDMENT 3-6-2023.PDF](#)
[ADVOCATE 28E APPROVED MARCH 2017.PDF](#)

13. Approve Contract for ROW Easement, Carolyn R. Maschmann. Discussion, possible approval

Motion by ____ second by ____ to (approve) Contract for ROW easement for Sanford Ave east of Iowa Highway 14 from Carolyn R. Maschmann, to correct a situation where insufficient easement was acquired at the time of construction.

Roll call vote: Heil, Salasek, Hibbs.

Documents:

[EASEMENT CONTRACT MASCHMANN PARCEL 1 AND 2.PDF](#)

14. **Purchase of a used 2016 VOLVO VNL64T300 day cab truck from Central Iowa Farm Store in Marshalltown. Discussion, possible approval**
 Motion by ____ second by ____ to (approve) Purchase of a used 2016 VOLVO VNL64T300 day cab truck from Central Iowa Farm Store in Marshalltown. This purchase will be made after July 1, 2023 and paid from our FY 2024 equipment budget.

Roll call vote: Heil, Salasek, Hibbs.

15. **Approve Courthouse Change Order Requests. Discussion, possible approval**

Motion by ____ second by ____ to (approve) Change Order requests in the amount of _____ and authorize the Chair to sign contract change orders. Roll call vote: Heil, Salasek, Hibbs.

Change	Description	Owner	Storm	Code	Damages	SOV
COR 102	Rotunda Plaster Repair	\$ 3,990.00	\$ 7,410.00			Interior Owner
COR 103	VAV Box Re-Pipe	\$ 964.28				Interior Storm
COR 105	Soundproof 2nd -3rd floor Windows	\$ 19,597.04				Interior Owner/Storm
COR 108	Generator Charger		\$ 4,050.26			Interior Storm
Total		\$ 36,011.58	\$ 24,551.32	\$ -	\$ -	

Documents:

[COR 102 ROTUNDA 4TH TO 5TH FLOOR PLASTER REPAIRS.PDF](#)
[COR 103 VAV BOX RE-PIPE.PDF](#)
[COR 105 SOUNDPROOF WINDOW BOXES FOR SOUND BARRIER - 26 WINDOWS.PDF](#)
[COR 108 FIX GENERATOR CHARGER AND ANNUNCIATOR.PDF](#)

16. **Approve Renewal of Liquor License for PRIME STOP INC., LE0003882, effective 5/18/2023 - 5/17/2024**

Motion by ____ second by ____ to (approve) Renewal of Liquor License for PRIME STOP INC., LE0003882, effective 5/18/2023 - 5/17/2024. Roll call vote: Heil, Salasek, Hibbs.

17. **Public Forum.**

Time set aside for the public to make comments on topics of County business other than those listed on this agenda. No action will be taken on any of these topics brought up in the public forum.

18. **Adjournment.**

The next regular session is Wednesday, April 12, 2023, at 9:00 a.m., at the Marshall County Sheriff's Complex, 3rd Floor Conference Room 3B. All business to be acted upon at that session should be submitted to the County Auditor and Recorder's Office or the Board of Supervisors' Office by Wednesday, April 5, 2023, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at ____ a.m.

Subscribe to receive Marshall County notifications: <http://www.marshallcountya.gov/list.aspx>