

Marshall County Board of Supervisors
Regular Session June 21, 2022, at 9:05 a.m.
Marshall County Election Center, 107 S 1st 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 at the Marshall County Election Center, 107 S 1st Avenue. 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 at the Marshall County Election Center, 107 S 1st Avenue, Marshalltown, Iowa.
- View on YouTube. View live or replay later. [MARSHALL COUNTY YOUTUBE](#)
- 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=Q0LDEXVVEHPLSVROA3LVRDVTcxHAQT09](https://us02web.zoom.us/j/87136221316?pwd=Q0LDEXVVEHPLSVROA3LVRDVTcxHAQT09)

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 Chairperson 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. Pledge of Allegiance

3. Roll Call.

Present ___ / Absent ___ / By ZOOM ___	Present ___ / Absent ___ / By ZOOM ___	Present ___ / Absent ___ / By ZOOM ___
THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

4. Approve Agenda.

Motion by _____, second by _____.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

5. Service Awards

- 10 Years, Blake Ihde, Deputy Sheriff, Sheriff's Office

6. Consent Agenda:

6.A. Approve Regular Session Minutes, June 7, 2022, and Emergency Special Session Minutes, June 8, 2022.

Documents:

2022-06-07_MINUTES.PDF
2022-06-08_MINUTES SPECIAL EMERGENCY ELECTION RECOUNT JAM.PDF

6.A.i. May 2022 Claims List, to be published with Minutes of June 7, 2022

Documents:

2022-05 MAY 22 RPT_CLAIMSPUB.PDF

6.B. Approve Minutes, Special Session for Election Canvass, June 14, 2022.

Documents:

2022-06-14_MINUTES 2022 PRIMARY CANVASS.PDF

6.C. 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 Clerk of District Court Report: May 2022. General Supplemental Fund Surcharge: \$ 89.96.

Documents:

2022-05_MAY 2022 CLERK OF COURT REPORT.PDF

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

Motion by _____, second by _____.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

7. Personnel Changes:

7.A. Approve Status Change from MECH3 to TD2, Secondary Roads, Rob Crandon, Permanent Full Time, \$26.72/hr., effective June 25, 2022.

Motion by _____, second by _____ to ___ Status Change from MECH3 to TD2, Secondary Roads, Rob Crandon, Permanent Full Time, \$26.72/hr., effective June 25, 2022..

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

ROB CRANDON EE STATUS CHANGE.PDF

7.B. Approve Pat Thompson, Marshall County Public Health Director, request to extend vacation use through July 1, 2023.

Motion by _____, second by _____ to ___ Pat Thompson, Marshall County Public Health Director, request to extend vacation use through July 1, 2023.

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THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member
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7.C. Approve New Hire, Auditor / Recorder Department, Cassandra Gerstandt, Permanent Full Time, \$19.25 /hr., with a start date on or after July 11, 2022, to fill position of Auditor/Recorder Assistant-Accounting/Human Resources.

Motion by _____, second by _____ to _____ Approve New Hire, Auditor / Recorder Department, Cassandra Gerstandt, Permanent Full Time, \$19.25 /hr., with a start date on or after July 11, 2022, to fill position of Auditor/Recorder Assistant-Accounting/Human Resources.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member
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Documents:

[NEW EMPLOYEE AUDITOR RECORDER ACCTG ASSISTANT CASSANDRA GERSTANDT.PDF](#)

7.D. Approve Employee Status Change, Veterans Affairs Director, Kevin Huseboe.

Motion by _____, second by _____ to _____ Employee Status Change, Veterans Affairs Director, Kevin Huseboe, permanent part time, from \$18.50/hr to _____, effective 7/1/2022. Change request due to completion of certification requirement.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member
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Documents:

[NEW-CHG EMPLOYEE APPROVAL HUSEBOE.PDF](#)

7.E. Approve Employee Status Change, Veterans Affairs Assistant Director, Joan Watson

Motion by _____, second by _____ to _____ Employee Status Change, Veterans Affairs Assistant Director, Joan Watson, permanent part time, from \$16.47/hr to _____, effective 7/1/2022. Change request due to completion of certification requirement.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member
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Documents:

[NEW-CHG EMPLOYEE APPROVAL WATSON.PDF](#)

8. Approve City of Marshalltown's Appointment of Non-Resident Marshalltown Public Library Board of Trustee Member, Judy Lindholm, a resident of rural Marshall County.

From the Marshalltown City Code:

§ 31.045 BOARD OF LIBRARY TRUSTEES.

(A) *Composition of Board; appointment.* The Board of Trustees of the Marshalltown Public Library,

hereinafter referred to as the "Board", shall consist of seven members. All Resident Trustees shall be appointed by the Mayor with the approval of the City Council. The Non-Resident Trustee member shall be appointed by the Mayor with the approval of the county's Board of Supervisors.

(2013 Code, § 2-151)

(B) *Qualifications of members.* Six Trustees of the Board shall be bona fide citizens and residents of the city. For purposes of this section, these Trustees shall be called "Resident Trustees of the Board". One Trustee of the Board shall be a resident of rural Marshall County. For purposes of this section, this Trustee shall be called a "Non-Resident Trustee of the Board".

(2013 Code, § 2-152)

Motion by _____, second by _____ to ____ City of Marshalltown's Appointment of Non-Resident Marshalltown Public Library Board of Trustee Member, Judy Lindholm, a resident of rural Marshall County, to fill term dates: term 7/1/22-6/30/28.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

9. Update, acquisition of 901 E Boone Street for Secondary Road use. Discussion.

The Board of Supervisors approved an agreement with the City of Marshalltown to pay for survey expense, see attached.

Motion by _____, second by _____.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[2022-04-25_2022-114_SIGNED COUNTY AGREEMENT FOR PAYMENT OF SURVEY.PDF](#)

10. Approve Renewal Lease, Antique Power Association, 10 years. Discussion, possible action

Current lease expires June 30, 2024, for 51 tillable acres, \$ 6,375.00 / year.

Motion by _____, second by _____ to ____ renewal of lease, Antique Power Association, through _____, and authorize Chair to sign.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[MID IOWA ANTIQUE POWER LEASE 2015-2024.PDF](#)
[MAP OF AREA BEING MOWED BY MIAPA.PDF](#)

11. Approve MOU Between Central Iowa Community Services and Marshall County, Iowa

Motion by _____, second by _____ to ____ **MOU Between Central Iowa Community Services and Marshall County, Iowa**, and authorize Chair to sign.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

11.A. Approve lease agreement between CICS and Marshall County for space in the Annex effective 7/01/22.

Motion by _____, second by _____ to ___ lease agreement between CICS and Marshall County for space in the Annex effective 7/01/22.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[MARSHALL CO AND CICS OFFICE RENT.PDF](#)

11.B. Approve BUSINESS ASSOCIATE AGREEMENT with Central Iowa Community Services relating to safeguarding public health information.

Motion by _____, second by _____ to ___ Approve BUSINESS ASSOCIATE AGREEMENT with Central Iowa Community Services relating to safeguarding public health information, and authorize Chair to sign.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[CICS HIPAA BAA COVER LETTER 20220616.PDF](#)
[CICS BAA MARSHALL COUNTY AND CICS.PDF](#)

12. Adopt Resolution 2022- 0021 Appropriation of Funds-FY 2022-23

Whereas, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning July 1, 2022, in accordance with Section 331.434(6), Code of Iowa; Now Therefore Be It Resolved by the Board of Supervisors of Marshall County, Iowa, as follows:

<u>Department</u>	<u>Appropriation</u>
#01 Supervisors	193,010.00
#02 Auditor and Recorder	1,190,971.00
#03 Treasurer	786,472.00
#04 County Attorney	1,536,510.00
#05 Sheriff	6,640,650.00
#08 Buildings and Grounds	1,125,670.00
#09 Zoning	18,900.00
#15 Information Systems	861,540.00
#16 GIS	274,985.00
#19 General Assistance	30,980.00

#20 County Engineer	9,173,400.00
#21 Veteran Affairs	101,180.00
#22 County Conservation	2,669,925.00
#23 Local Health Board	217,541.00
#24 Weed Eradication	78,450.00
#25 Dept. of Human Services	69,450.00
#28 Medical Examiner	163,350.00
#31 District Court	232,250.00
#33 County Library Contract	69,442.00
#42 Gateway TIF	60,000.00
#60 Mental Health Administration	6,000.00
#70 Local Emergency Management	1,460,956.00
#84 County Capital Building	4,827,561.00
#87 E-911 Towers	677,500.00
#99 Nondepartmental	6,992,215.55
Total	39,458,908.55

Section 1. The amounts itemized by department are hereby appropriated from the resources of the County to the department or officer listed.

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, these appropriations shall constitute authorization for the department or officer listed to make expenditures or incur obligations effective July 1, 2022.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2022-23 budget year the Auditor and Recorder shall ascertain that the available resources of a department for that year will be less than said department's total appropriation, the Auditor and Recorder shall immediately so inform the Board and recommend appropriate corrective action.

Section 5. The Auditor and Recorder shall establish separate accounts for the appropriations, each of which shall indicate the amount of appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor and Recorder shall report the status to the applicable departments and officers monthly during the 2022-23 budget year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2023.

Dated at Marshalltown, Iowa, this 21st day of June, 2022.

Motion by _____, second by _____ to _____ Resolution 2022-0021 Appropriation of Funds - FY 2022-2023.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[RES 2022-0021 APPROPRIATION OF FUNDS FY 2022-2023.PDF](#)

13. Adopt Resolution 2022-0022-Advance Issuance of Payments FY 2022-23

The Board of Supervisors, pursuant to Section 331.506 (3a and b), Code of Iowa, may authorize the County Auditor and Recorder to issue payment when said Board is not in session for the following purposes:

1. Fixed charges including but not limited to, freight, express, postage, water, light, and telephone service or contracted services, after a bill is filed with the Auditor and Recorder.
2. Salaries and payrolls if the compensation has been fixed or approved by the Board. The salary or payroll shall be certified by the officer or supervisor under whose direction or supervision the compensation is earned.

Therefore Be It Resolved to authorize the County Auditor and Recorder to issue payments for the aforementioned when said Board is not in session.

Be it further resolved, all bills paid under provisions of Section 331.506 (3a and 3b), Code of Iowa, shall be submitted to the board for review and approval following the payment.

Dated at Marshalltown, Iowa, this 21st day of June, 2022.

Motion by _____, second by _____ to _____ Resolution 2022-0022 Advance Issuance of Payments - FY 2022-2023.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[RES 2022-0022 ADVANCE ISSUANCE OF PAYMENTS 2022-2023.PDF](#)

14. Adopt Resolution 2022-0023 Abatement of Real Estate and Mobile Home Taxes.

Whereas, pursuant to Chapter 445.16, Code of Iowa, the County Treasurer has the authority to determine when it is impractical to pursue collection of property taxes through the tax sale or lawsuit remedies;

Whereas, upon making this determination the County Treasurer shall provide a recommendation of abatement to the Board of Supervisors, and the Board shall abate the following taxes, which totals include penalty and interest:

Real Estate:

- 20 E Main St, Marshalltown, Iowa, Parcel 8418-26-456-021 of \$1,416.00.
- 606 E Boone St, Marshalltown, Iowa, Parcel 8418-36-103-014 of \$1,520.00.
- 918 N 5th Ave, Marshalltown, Iowa, Parcel 8418-26-228-020 of \$888.00.
- 920 N 5th Ave, Marshalltown, Iowa, Parcel 8418-26-228-019 of \$737.00.
- 503 Woodbury St, Marshalltown, Iowa, Parcel 8418-26-478-002 of \$2,268.00.
- 506 N 2nd St, Marshalltown, Iowa, Parcel 8418-26-326-018 of \$1,157.00.

Mobile Homes:

- 3202 S 12th St Lot 188, Marshalltown IA 50158. A mobile home described as a 1983 Shon VIN# N035756X, of \$260.00. This mobile home has been removed from the lot.
- 2552 Smith Ave #50, Marshalltown IA 50158. A mobile home described as a 1994 Cham VIN# 05945758215, of \$936.00.

This mobile home has been demolished.

- 3202 S 12th St Lot 160, Marshalltown IA 50158. A mobile home described as a 2018 ART VIN# INADJA09168MJ13, of \$190.00. This mobile home has been moved out of Marshall County.
- 312 W High St #10, Marshalltown IA 50158. A mobile home described as a 1964 HLT. VIN# 5643879, of \$151.00. This mobile home has been junked.
- 3202 S 12th St #29, Marshalltown IA 50158. A mobile home described as a 1981 Cham. VIN# 0510766835, \$595.00. This mobile home has been junked.
- 3202 S 12th St #178, Marshalltown IA 50158. A mobile home described as a 1992 Mare. VIN# 064326, of \$165.00. This mobile home moved out of county.

Now, Therefore, Be it Resolved, by the Marshall County Board of Supervisors that the amount due be abated and the County Treasurer is directed to strike the amounts due from the county system.

Dated at Marshalltown, Iowa, this 21st day of June, 2022.

Motion by _____, second by _____ to __ Resolution 2022-0023 Abatement of Real Estate and Mobile Home Taxes.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Documents:

[RES 2022-0023 TREASURER ABATEMENT DELINQUENT TAXES.PDF](#)

15. Approve Transfer of Funds, #929, #930, #931, #932, #933, #934.

Motion by _____, second by _____ to _____ Transfers #929, #930, #931, #932, #933, #934.

- Transfer #929, a quarterly transfer of no more than \$700,000.00 from Rural Services Fund to Secondary Road Fund, but not to exceed the maximum transfer yet be above the minimum transfer amount required by Iowa code 331.429(b).
- Transfer #930, an annual transfer from LOST revenue in the Rural Services Fund to the Secondary Road Fund in the amount of \$785,993.43.
- Transfer #931, an annual transfer totaling no more than \$3,477.46 from County Attorney Collection Incentive Fund to General Basic Fund for County Attorney office cleaning expense.
- Transfer #932, a one-time transfer from Capital Projects Fund to Conservation Land Acquisition Trust Fund in the amount of \$251,095.38. Insurance Money for Trees
- Transfer #933, a one-time transfer from Capital Projects Fund to Conservation Basic Fund, in the amount of 2,113.38. Insurance Money for Signs
- Transfer #934, a one-time transfer from Conservation Basic Fund to Conservation Land Acquisition Trust Fund in the amount of 176,818.81 for Insurance Money on Canoes, Sculpture, Trees & FEMA funds for Three Bridges.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

16. Marshall County Hazard Mitigation Grant Application, Siren project. Discussion, possible action.

Motion by _____, second by _____.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

17. Items previously tabled:

17.A. Tabled: Review and possible Approval of selected project expenditures

recommended by the Marshall County ARPA Committee, to be paid from the AMERICAN RESCUE PLAN ACT (ARPA) FUND

PROJECTS recommended by ARPA Committee at their meeting 2/1/2022:

Tabled "without specific date":

- Mental Health Court, \$229,000.00
- Assist LeGrand for radio equipment acquisition, 50% of purchase price, \$16,099.26
- Assist Timber Creek Township for radio equipment acquisition, 50% of purchase price, \$17,154.76.

Motion by _____, second by _____, to remove item from table for discussion and possible action.

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

Motion by _____, second by _____, to

THOMPSON, Chair	SALASEK, Vice Chair	PATTEN, Member

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18. 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.

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