

**Marshall County Board of Supervisors  
Regular Session January 3, at 9:00 a.m.  
Election Center, 107 S 1<sup>st</sup> Avenue, Marshalltown, Iowa**

**MINUTES**

The Marshall County Board of Supervisors met in regular session according to the posted notices in the Election Center, 107 S 1<sup>st</sup> Avenue, Marshalltown, Iowa, and online via ZOOM. Chair Heil called the meeting to order on January 3, 2023, at 9:13 a.m., immediately following the Annual Organization Meeting. Present: Chair Jarret Heil, Vice Chair Steve Salasek, Member Carol Hibbs. Salasek moved to approve the agenda, second by Hibbs. Motion carried 3-0.

Hibbs moved to adopt the **Consent Agenda**, second by Salasek. Motion carried 3-0. Items:

1. Approve Regular Session Minutes, December 20, 2022, Special Session Minutes, December 28, 2022.
2. 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.
3. File Manure Management Plan, Flint Finisher Farm #71020, 1378 120<sup>th</sup> Street, Clemons, update with changes.

Motion by Salasek, second by Hibbs to adopt Resolution 2023-0006 Homestead and Family Farm Credits and Military Service Tax Exemptions, and authorize the Chairman to sign letters of disallowance. Resolution adopted 3-0.

**RESOLUTION 2023-0006 APPROVING HOMESTEAD AND FAMILY FARM CREDITS  
AND MILITARY SERVICE TAX EXEMPTIONS**

Whereas pursuant to Iowa Code 425.3, 425A.3, and 426A.14 the Marshall County Board of Supervisors has received the Homestead Tax Credit claims, Family Farm Tax Credit claims and the Military Service Tax Exemption claims from the County Auditor for the 2022 taxes, payable 2023-2024.

Be It Resolved, that all claims filed are allowed except those recommended for disallowance by the County Assessor, a list of which is on file in the County Auditor's Office.

Be It Further Resolved that the Chairman of the Board is hereby authorized to sign notices of disallowance to claimants whose applications for Homestead Tax Credits, Family Farm Credits and Military Service Tax Exemptions have been disallowed.

Property Owner	Address / PIN	Credit Disallowed	Reason
Donna J Neuroth	8218-04-151-003	Homestead	Homeowner deceased
Joshua Papakee	8317-13-228-010	Homestead & Military	Homeowner deceased
David J Augspurger	8318-02-127-001	Homestead	Homeowner deceased
Myron G & Judy K Dutoit	8318-10-229-003	Homestead	Homeowner moved
John & Mary Hamilton	8418-26-334-011	Homestead	Homeowner does not live there
Gary Warnell	8418-34-233-013	Homestead & Military	Homeowner deceased
Donita Clapsaddle	8418-36-376-005	Homestead	Homeowner deceased
Ruth E Failor	8220-09-178-002	Homestead & Military	Homeowner deceased
Richard E Witte	8520-32-486-003	Homestead	Homeowner deceased
Larry Honeck	8320-10-212-003	Homestead & Military	Homeowner deceased
Susanne M Phillips	8320-10-306-004	Homestead	Homeowner deceased

Dated at Marshalltown, Iowa this 3<sup>rd</sup> day of January, 2023.

\_\_\_\_\_  
Jarret P. Heil  
Board of Supervisors, Chairman

Attest: \_\_\_\_\_  
Nan Benson  
Marshall County Auditor/Recorder

Motion by Salasek, second by Hibbs to adopt Resolution 2023-0007 Approving the Assignment of Certificate of Purchase to the City of Marshalltown, Iowa, 411 W Linn St. Resolution adopted 3-0.

**RESOLUTION #2023-0007 APPROVING THE ASSIGNMENT OF CERTIFICATE OF PURCHASE TO THE CITY OF MARSHALLTOWN, IOWA, 411 W Linn St**

Whereas the City of Marshalltown, Iowa, requests to obtain the following certificates of tax sale for the following parcels in the City of Marshalltown, Iowa:

Certificate #20221318, PIN 8418-35-105-006, 411 W Linn St, Marshalltown.

Whereas Marshall County therefore avoids the expense of tax redemption procedure, and

Whereas the transfer of said certificates of tax purchase to The City of Marshalltown, Iowa, is in the better interest of the County and is in the better interest of the City of Marshalltown, Iowa to eliminate any form of liability to Marshall County.

Now Therefore, Be it Resolved that the Chairman of the Board of Supervisors is authorized and directed to execute the assignment of certificates of tax purchases of this real estate upon receipt of \$10.00 per each assignment of tax sale certificates fee payment.

This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.

Passed and adopted this 3<sup>rd</sup> day of January, 2023.

\_\_\_\_\_  
Jarret P. Heil  
Board of Supervisors, Chairman

Attest: \_\_\_\_\_  
Nan Benson  
Marshall County Auditor/Recorder

Motion by Hibbs, second by Salasek to adopt Resolution 2023-0008 Approving Appointment of Danielle Fleming to the Position of Property Tax Supervisor in the office of the County Treasurer. Resolution adopted 3-0.

**RESOLUTION 2023-0008 APPROVING APPOINTMENT OF DANIELLE FLEMING TO THE POSITION OF PROPERTY TAX SUPERVISOR IN THE OFFICE OF THE COUNTY TREASURER**

Now Therefore, Be it Resolved

The Board of Supervisors Approve the Appointment of Danielle Fleming to the position of Property Tax Supervisor in the Office of the County Treasurer effective January 3, 2023.

This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.

Resolution Adopted this 3<sup>rd</sup> day of January, 2023.

\_\_\_\_\_  
Jarret P. Heil  
Board of Supervisors, Chairman

Attest: \_\_\_\_\_  
Nan Benson  
Marshall County Auditor/Recorder

Motion by Salasek, second by Hibbs to adopt Resolution 2023-0009 Approving Re-Appointment of Ashlee Stupp to the position of Motor Vehicle Supervisor in the office of the County Treasurer. Resolution adopted 3-0.

**RESOLUTION 2023-0009 APPROVING RE-APPOINTMENT OF ASHLEE STUPP TO THE POSITION OF MOTOR VEHICLE SUPERVISOR IN THE OFFICE OF THE COUNTY TREASURER**

Now Therefore, Be it Resolved

The Board of Supervisors Approve the Re-Appointment of Ashlee Stupp to the position of Motor Vehicle Supervisor in the Office of the County Treasurer effective January 3, 2023.

This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.

Resolution Adopted this 3<sup>rd</sup> day of January, 2023.

_____	Attest:	_____
Jarret P. Heil		Nan Benson
Board of Supervisors, Chairman		Marshall County Auditor/Recorder

Motion by Hibbs, second by Salasek, to adopt Resolution #2023-0010 Marshall County Audit Request for Proposals. Resolution adopted 3-0.

**Resolution #2023-0010 Marshall County Audit Request for Proposals**

Whereas the Marshall County Board of Supervisors is electing to have an annual audit made by a certified public accountant; and

Whereas Chapter 11.6 (2a) Code of Iowa, states that a county shall utilize procedures which include a request for proposals for such audit.

Now, Therefore, Be It Resolved, proposals be received in the Marshall County Auditor and Recorder's Office at First Interstate Bank until 4:30 p.m. on Monday, February 13, 2023, for audit services for the three fiscal years July 1, 2022, through June 30, 2025. Written notification of the selection of a certified public accountant is to be filed with the Auditor of State.

Dated at Marshalltown, Iowa, this 3<sup>rd</sup> day of January, 2023.

_____	Attest:	_____
Jarret P. Heil		Nan Benson
Board of Supervisors, Chairman		Marshall County Auditor/Recorder

Motion by Salasek, second by Hibbs to Approve New Hire, Tianna Ordaz, Sheriff's Office, Jailer, permanent full time, 41.25 hours per week, \$20.41/hr., to start on or after January 9, 2023. Motion carried 3-0.

Motion by Hibbs, second by Salasek to approve reappointment, Treasurer's Office, Motor Vehicle Supervisor, Ashley Stupp, permanent full time, 40 hours per week, from \$25.65/hr. to \$25.90/hr., effective January 3, 2023. Motion carried 3-0.

Motion by Salasek, second by Hibbs to Approve Promotion, Treasurer's Office, Danielle Fleming, permanent full time from Assistant Supervisor (\$22.28/hr) to Property Tax Supervisor (\$28.84/hr), 40 hours per week, effective January 3, 2023. Motion carried 3-0.

Motion by Hibbs, second by Salasek to Approve Promotion, Treasurer’s Office, Assistant Supervisor, Breanne Maddick, permanent full time, 40 hours per week, \$22.51/hour, effective January 3, 2023. Motion carried 3-0.

Motion by Salasek, second by Hibbs to Approve Status Change, Treasurer's Office, Jade Eash change from Universal Clerk (\$17.56/hr) to Universal Clerk, (\$18.56/hr) effective January 3, 2023. Motion carried 3-0.

Motion by Hibbs, second by Salasek, to approve Electric Easement, Interstate Power & Light, PIN 8317-01-100-005 and authorize Chair to sign. Motion carried 3-0.

Motion by Salasek, second by Hibbs to approve Change Order Requests, Breiholz Construction for Court House, in the amount of \$42,766.64, and authorize the Chair to sign the change order contract documents. Motion carried 3-0.

Change	Description	Owner	Storm	Code	Damages
COR 81	Meeting Room 1 Speakers	\$2,382.53			
COR 82	3rd Floor Framing	\$4,806.54	\$8,411.45	\$1,802.45	
COR 83	Stone Replacement	\$4,236.58			
COR 84	3rd, 4th Floor Lighting	\$1,209.74	\$2,117.05	\$453.65	
COR 86	Jalousie Windows				\$17,346.64
Total	-	\$12,635.39	\$10,528.50	\$2,256.11	\$17,346.64
<b>Total:</b>					<b>\$42,766.64</b>

Emergency Management Director Elder explained the CERT pager software is not working. Elder relies on this communication device to page CERT staff that are not notified by dispatch. This was information only and no action by the board was taken.

Motion by Hibbs, second by Salasek to approve file of RACOM’s Beneficial use of Radio System letter and authorize the Chair to sign. This document starts the maintenance portion of the agreement. Motion carried 3-0.

**Public Forum:** Assessor Wurr will be setting up Assessor Conference Board meetings for budget preparation. Elder and Benson agreed the Board should discuss procurement process for the Marshall County Emergency Siren Project and possibly retain an attorney for this complicated procurement process. Benson announced the Election Center is being shared by the Courts and Board of Supervisors (for their regular Tuesday meetings) until February 14, when the Election Center will be needed for special elections.

**Adjournment.** The next regular session is, January 17, 2023, at 9:00 a.m. 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, January 11, 2023, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at 9:52 a.m.

Attest:

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Jarret P. Heil  
Board of Supervisors, Chairman

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Nan Benson, Auditor and Recorder