

**Marshall County Board of Supervisors  
Regular Session January 14, 2014, at 9:00 a.m.**

**AGENDA**

The Board will meet in regular session on Tuesday, January 14, 2014, at 9:00 a.m. in the Marshall County Courthouse, 3<sup>rd</sup> Floor, NE corner, meeting room #2, with \_\_\_\_ members present.

**Pledge of Allegiance**

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.

**1. Approval or Amendment of Agenda—**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ the agenda as printed.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

**2. Years of Service Recognition-Denny Grabenbauer (Board of Supervisor)-5 years**

**3. Lease-County Farm Ground-Bid Letting**—lease of 230.0 acres more or less, in Section 9 & 10 Township 83N, Range 19W, Washington Township, beginning March 1, 2014. Additional terms of the sale were contained in requested bid packets, as advertised in the Times Republican and Mid Iowa Enterprise Newspapers published on December 26, 2013, or as announced at the bid letting.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to award the lease to \_\_\_\_\_, \_\_\_\_\_, Iowa. The annual cash rent will be \$\_\_\_\_\_, with one-half payable the 1<sup>st</sup> of March and one-half payable the 1<sup>st</sup> of September of each year of the lease term.

|                 |               |           |              |
|-----------------|---------------|-----------|--------------|
| Roll call vote: | Adams-        | Thompson- | Grabenbauer- |
|                 | Vice Chairman | Member    | Chairman     |

**Consent Agenda:**

- 4. Approve Minutes**--from Regular Session of January 2, 2014.
- 5. Accept Recorder's Quarterly Report-9-13**
  - Records Management Fund     \$1,818.00
  - E-Commerce Fund               \$1,818.00
  - General Basic Fund             \$59,681.40
- Accept Recorder's Quarterly Report-12-13**
  - Records Management Fund     \$1,655.00
  - E-Commerce Fund               \$1,655.00
  - General Basic Fund             \$54,914.46
- 6. File Clerk of District Court Report-12-13**
  - General Supplemental Fund 10% Surcharge - \$588.52
- 7. Annual Manure Management Plan Update-** Edler Brothers Farm, id no. 58297, annual update report received and placed on file with no changes made to the MMP.
- 8. Approve Claims**—as audited and authorize the County Auditor and Recorder to issue payment of same. The listing of claims paid at this meeting will be included with all claims paid for the month of January; the January list of claims will be a part of the first meeting in February.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ the consent agenda as printed above.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

**9. Compensation Board Recommendation**--Discussion and action on the Compensation Board salary recommendations. Pursuant to §331.907, Code of Iowa, the Marshall County Compensation Board shall annually review and make recommendations for the annual salary of the elected county officials. Salary recommendations for the 2014-2015 fiscal year, commencing on July 1, 2014, are as follows:

| <u>Elected Officials</u> | <u>Current</u> | <u>% Increase</u> | <u>Recommended</u> |
|--------------------------|----------------|-------------------|--------------------|
| Board of Supervisors     | \$33,927.30    | 3%                | \$34,945.12        |
| Attorney                 | \$86,365.98    | 3%                | \$88,956.96        |
| Auditor and Recorder     | \$55,337.40    | 3%                | \$56,997.52        |
| Sheriff                  | \$75,397.33    | 3%                | \$77,659.25        |
| Treasurer                | \$53,360.60    | 3%                | \$54,961.42        |

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the salary recommendations of the Compensation Board and \_\_\_\_\_.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

Therefore the salaries for elected officials as approved by the Board of Supervisors for the 2014-2015 fiscal year will be as follows:

| <u>Elected Officials</u> | <u>Approved FY14 Salary</u> |
|--------------------------|-----------------------------|
| Board of Supervisors     |                             |
| Attorney                 |                             |
| Auditor and Recorder     |                             |
| Sheriff                  |                             |
| Treasurer                |                             |

**10. Voting Equipment Purchase-** Discussion and possible action to approve the purchase of new election equipment and authorize the Auditor and Recorder to sign the documents with RBM Consulting and Unisyn Voting Systems in an amount not to exceed \$275,000 payable over FY14 and FY15.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ to \_\_\_\_\_ the purchase of new election equipment and authorize the Auditor and Recorder to sign the documents with RBM Consulting and Unisyn Voting Systems in an amount not to exceed \$275,000 payable over FY 14 and FY15.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

**11. Resolution #2014-0007**

**Region VI Planning Commission  
Contract for Acquisition Services with Marshall County**

Whereas the Marshall County is interested in assisting the property owners at 2722 Garwin Road move out of the 100-year floodplain, and

Whereas the budget for the application will include \$1,500 for pre-award costs and \$5,000 for Region 6 Planning services during the acquisition and demolition, and

Whereas if the project is funded the program will provide 85% reimbursement and the other 15% will need to come from the county or homeowner, and

Whereas Marshall County will need a grant administrator for this project.

NOW, THEREFORE, THE PARTIES DO HEREBY MUTUALLY AGREE AS FOLLOWS:

The Region 6 Planning Commission will assist with the following project management tasks:

1. Obtain duplication of benefits documentation from households.
2. Procure and obtain approval for legal and abstracting services.

3. Develop contracts for all professional services.
4. Coordinate abstracting and closings.
5. Request funds from funding sources – IHSEMD.
6. Comply with all NEPA provisions.
7. Coordinate information with homeowners.
8. Inspect current homeowner property and determine purchase amounts.
9. Coordinate duplication of benefits information.
10. Provide model deed restrictions for execution.
11. Monitor project for compliance.
12. Maintain project checking accounts and obtain required signatures.
13. Complete quarterly reports.
14. Coordinate work with IHSEMD.
15. Procure asbestos inspection and demolition contractors.
16. Prepare contracts with asbestos and demolition removal contractors.
17. Monitor the demolition work as needed.
18. Other work as needed to complete the project.

The Region 6 Planning Commission will be compensated a lump sum of not to exceed \$1,500 for pre-award costs.

The Region 6 Planning Commission will be compensated a lump sum of not to exceed \$5,000 for acquisition and demolition services for the property if the project is funded.

Region 6 Planning Commission will comply with all provisions contained in Attachments A, and B of this contract.

Passed and Adopted on this 14<sup>th</sup> day of January, 2014, by the Parties Listed Below.

Marshall County

Region 6 Planning  
Commission

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|      |      |
|------|------|
| Name | Name |
|------|------|

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|      |      |
|------|------|
| Date | Date |
|------|------|

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ Resolution #2014-0007-Region VI Planning Commission Contract for Acquisition Services with Marshall County and authorize the chairman to sign the contract.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

**12. Resolution #2014-0008**

**Contract for HMGP/FMA Appraisal Services with Marshall County**

Whereas Marshall County is interested in assisting James & Jody Wiegand, 2722 Garwin Road, Marshalltown, Iowa buyout the home using FEMA, State, and local assistance, and

Whereas Marshall County will need residential real estate appraisal services for this project.

NOW, THEREFORE, THE PARTIES DO HEREBY MUTUALLY AGREE AS FOLLOWS:

Swenson Appraisal will assist with the following appraisal services:

1. Prepare a pre-flood appraisal – date to be used 5/26/2013.
2. Provide that appraised value by no later than 2/28/2014.
3. Contact the homeowners to inspect the property.

The appraisal shall meet the following expectations:

1. The appraisal shall follow nationally recognized appraisal standards.
2. The appraisal must contain sufficient documentation, including valuation data and the appraiser's analysis of that date, to support his or her opinion of value.
3. The appraisal shall indicate the purpose, definition of property appraised, and a statement of assumptions and limiting conditions affecting the appraisal.
4. An adequate description of the physical characteristics of the property being appraised.
5. There shall be an analysis of approaches to value that are sufficient to support the opinion of value.
6. The effective date of valuation, date of appraisal, signature, and certification of appraiser.
7. A description of comparable sales, including a description of relevant factors.
8. A statement of value of the real property to be acquired.

Swenson Appraisal will follow all provisions in Attachments A, B, and C.

This service will be provided for a lump sum of not to exceed \$425.

Passed and Adopted on this 14<sup>th</sup> day of January, 2014, by the Parties Listed Below.

Marshall County

Swenson Appraisal

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Name

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Name

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Date

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Date

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ Resolution #2014-0008-  
Contract for HMGP/FMA Appraisal Acquisition Services with Marshall County  
and authorize the chairman to sign the contract.

|                 |               |              |           |
|-----------------|---------------|--------------|-----------|
| Roll call vote: | Adams-        | Grabenbauer- | Thompson- |
|                 | Vice Chairman | Member       | Chairman  |

**13. Public Forum**— is a 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.

**14. Adjournment**--The next regular session is January 28, 2014, 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 **Thursday**, January 23, 2014, at 1:00 p.m. There being no further business to come before the Board, the meeting is adjourned at \_\_\_\_\_ a.m.

\_\_\_\_\_  
Dave Thompson  
Board of Supervisors, Chairman

Attest:

\_\_\_\_\_  
Dawn Williams  
Marshall County  
Auditor and Recorder