

**Marshall County Board of Supervisors Regular Session  
February 6, 2018 at 9:00 a.m.**

**AGENDA**

The Board will meet in regular session on Tuesday, February 6, 2018, at 9:00 a.m. in the Courthouse, meeting room #2, NE corner, 3<sup>rd</sup> floor 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: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**Consent Agenda:**

- 2. Approve Minutes**--from Regular Session of January 16th and January 23rd, 2018
- 3. Accept Annual Manure Management Plan Update-** Edler Brothers Farm, id no. 58296, annual update report received and placed on file with no changes made to the MMP.
- 4. Approve Claims**—as audited and authorize the County Auditor and Recorder to issue the month of February; the February list of claims will be a part of the first meeting in March.

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

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| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**5. Approve Personnel Action:**

- a.** Change Rate of Pay, **Jill Eaton**, Community Services Department, Community Services Director, fulltime, Change Rate of Pay from \$68,026.08/yr. to \$69,918.26/yr. effective February 6, 2018.

Motion by\_\_\_\_\_, second by\_\_\_\_\_ to\_\_\_\_\_ personnel action.

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|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

- b.** Change of Status and Change Rate of Pay, **Jerry Eugene Overstake**, Sheriff's Office, fulltime, Change of Status from Jailer to Jailer Supervisor 1 and Change Rate of Pay from \$19.70/hr. to \$20.65/hr. effective February 14, 2018.

Motion by\_\_\_\_\_, second by\_\_\_\_\_, to\_\_\_\_\_ personnel action.

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| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

- c.** Change Rate of Pay, **Kyle Kirk**, County Attorney's Office, Collections Assistant, fulltime, Change Rate of Pay from \$15.81/hr. to \$16.81/hr. effective February 6, 2018.

Motion by\_\_\_\_\_, second by\_\_\_\_\_, to\_\_\_\_\_ personnel action.

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| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**6. Appointment-Commencing 2018**

- a. Green Mountain Street Lighting District-**Appoint Laneal Nelson-2 year term.

Motion by\_\_\_\_\_, second by\_\_\_\_\_ to\_\_\_\_\_ Laneal Nelson to the Green Mountain Street Lighting District effective February 6, 2018 for a 2 year term.

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|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**7. Set Hearing on Proposed 2017-2018 Marshall County Budget Amendment—**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to set February 20, 2018, at 9:00 a.m. in Courthouse Meeting Room #2, as the time and place to conduct a public hearing on the proposed 2017-2018 County Budget Amendment.

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|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**8. Set Hearing on Proposed 2018-2019 Marshall County Budget—**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to set February 20, 2018 at 9:00 a.m. in Courthouse Meeting Room #2 as the time and place to conduct a public hearing on the proposed 2018-2019 County Budget.

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|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**9. Marshall County Audit Report—**Bowman and Miller, P.C. has completed the Marshall County Audit for fiscal year ending June 30, 2017.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ the report and \_\_\_\_\_.

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|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**10. Submitted to Local Authority-Class C Liquor License (LC) (Commercial)—**

Application for license renewal for a Class C Liquor License (LC) (Commercial) with Outdoor Service, Sunday Sales and Catering privileges from The Harvester, Jensen Golf, L.C., 833 Foster Dr., Rhodes, Iowa. The current license LC0040617 expires January 31, 2018. The renewed license will be for the period of February 1, 2018 - January 31, 2019.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ the renewal of The Harvester, Jensen Golf, L.C. Class C liquor license for the period of February 1, 2018 – January 31, 2019.

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| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

**11. Submitted to Local Authority-Class C Beer Permit (BC) with Sunday Sales**

**Privilege, Class E Liquor License—**Application for renewal license (one year) for a Class “C” Beer Permit with Sunday Sales Privilege #BC0027644 and Class E Liquor

license #LE0001781 from Randhawa's Travel Center, 1659-D Marshalltown Blvd., Melbourne, Iowa. The current licenses expire March 15, 2018 and March 7, 2018 respectively.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ the renewal of Randhawa's Travel Center beer permit #BC0027644 and liquor license #LE0001781.

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| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

### **Resolution #2018-0013**

**12. Resolution-**To repeal and replace Resolution #2008-0013 with the following Resolution:

#### **Fee Schedule for Plats of Survey, Retracement Plats and Subdivision Plats Resolution #2018-0013**

**Whereas**, Marshall County accepts plats of survey, subdivision variances, and preliminary and final minor and major subdivisions plats for review and recording and;

**Whereas**, the review of the above named submittals is conducted by the Assessor's office, Auditor's office, Engineer's office, Geographical Information Systems' office, Planning and Zoning Department, Public Environmental Health Department and various other departments to a lesser degree and;

**Whereas**, the review of those submittals by those offices incurs costs on the resources of those offices and;

**Whereas**, the Marshall County Platting and Subdivision Ordinance, 2005 specifically allows the Marshall County Board of Supervisors to set fees for the review of those submittals;

**Now therefore let it be resolved**, that the following fees will apply to the submittal of official plats of survey (including acquisition and disposition plats), retracements, subdivision variances and subdivision plats;

#### **Outside City Limits:**

a) For review of Plats of Survey and Retracement Plats of Survey, there will be a \$100 submittal fee. If corrections are required the applicant will be allowed to re-submit, with the corrections, one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$100 submittal fee. This pattern shall be followed for all subsequent re-submittals:

b) For review of subdivision variances there shall be a submittal fee of \$150.

c) Both Minor & Major Subdivisions must submit a preliminary and a final plat for review.

d) For review of Preliminary & Final Minor Subdivision Plats, with or without road(s), there shall be a fee of \$550. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$355 submittal fee. This pattern shall be followed for all subsequent re-submittals.

e) For review of Preliminary Major Subdivision Plats without a road(s) there shall be a fee of \$315. Final Major Subdivision Plats, without a road (s), shall be a fee of \$655. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$355 submittal fee. This pattern shall be followed for all subsequent re-submittals.

f) For review of Preliminary Major Subdivision Plats with a road(s) there shall be a fee of \$445. Final Major Subdivision Plats, with a road(s), shall be a fee of \$665. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$355 submittal fee. This pattern shall be followed for all subsequent re-submittals.

g) Marshall County exempts itself and all Marshall County Departments from the requirements of paying fees for the submittal of any of the above instruments.

#### **Inside City Limits:**

a) For review of Plats of Survey and Retracement Plats of Survey, there will be a \$75 submittal fee. If corrections are required the applicant will be allowed to re-submit, with the corrections, one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$75 submittal fee. This pattern shall be followed for all subsequent re-submittals:

b) Both Minor & Major Subdivisions must submit a preliminary and a final plat for review.

c) For review of Preliminary & Final Minor Subdivision Plats, with or without road(s), there shall be a fee of \$190. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$165 submittal fee. This pattern shall be followed for all subsequent re-submittals.

d) For review of Preliminary Major Subdivision Plats without a road(s) there shall be a fee of \$115. Final Major Subdivision Plats, *without* roads(s), shall be a fee of \$255. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$165 submittal fee. This pattern shall be followed for all subsequent re-submittals.

e) For review of Preliminary Major Subdivision Plats with a road(s) there shall be a fee of \$170. Final Major Subdivision Plats, with a road(s), shall be a fee of \$255. If corrections are required the applicant will be allowed to re-submit with the corrections one time free of charge. If corrections are required after the first re-submittal the second re-submittal will require an additional \$165 submittal fee. This pattern shall be followed for all subsequent re-submittals.

| <b>OUTSIDE CITY LIMITS (includes unincorporated cities)</b> |                                                         |                    |                                                             |                                                |                                               |                                                      |                                           |
|-------------------------------------------------------------|---------------------------------------------------------|--------------------|-------------------------------------------------------------|------------------------------------------------|-----------------------------------------------|------------------------------------------------------|-------------------------------------------|
| DEPARTMENT                                                  | SURVEY &<br>RETRACEMENT<br>REVIEW & 2ND<br>RESUBMITTALS | SUBDIV<br>VARIANCE | PRELIMINARY &<br>FINAL MINOR*<br>SUBDIV (W/ OR<br>W/O ROAD) | PRELIMINARY<br>MAJOR**<br>SUBDIV (W/O<br>ROAD) | PRELIMINARY<br>MAJOR**<br>SUBDIV (W/<br>ROAD) | FINAL<br>MAJOR**<br>SUBDIV<br>(W/ OR<br>W/O<br>ROAD) | 2ND<br>RESUBMITTAL<br>ALL SUBDIV<br>PLATS |
| ASSESSOR                                                    | \$15                                                    | \$0                | \$25                                                        | \$15                                           | \$20                                          | \$30                                                 | \$15                                      |
| AUDITOR                                                     | \$40                                                    | \$0                | \$150                                                       | \$75                                           | \$100                                         | \$150                                                | \$100                                     |
| ENGINEER                                                    | \$20                                                    | \$0                | \$60                                                        | \$100                                          | \$150                                         | \$200                                                | \$40                                      |
| GIS                                                         | \$20                                                    | \$0                | \$15                                                        | \$25                                           | \$50                                          | \$75                                                 | \$50                                      |
| ZONING                                                      | \$5                                                     | \$150              | \$300                                                       | \$100                                          | \$125                                         | \$200                                                | \$150                                     |
| <b>TOTAL</b>                                                | <b>\$100</b>                                            | <b>\$150</b>       | <b>\$550</b>                                                | <b>\$315</b>                                   | <b>\$445</b>                                  | <b>\$655</b>                                         | <b>\$355</b>                              |
| <b>INSIDE CITY LIMITS</b>                                   |                                                         |                    |                                                             |                                                |                                               |                                                      |                                           |
| DEPARTMENT                                                  | SURVEY &<br>RETRACEMENT<br>REVIEW & 2ND<br>RESUBMITTALS | SUBDIV<br>VARIANCE | PRELIM/FINAL<br>MINOR* SUBDIV<br>(W/ OR W/O<br>ROAD)        | MAJOR**<br>SUBDIV (W/O<br>ROAD)                | MAJOR**<br>SUBDIV (W/<br>ROAD)                | FINAL<br>MAJOR**<br>SUBDIV<br>(W/ OR<br>W/O<br>ROAD) | 2ND<br>RESUBMITTAL<br>ALL SUBDIV<br>PLATS |
| ASSESSOR                                                    | \$15                                                    | \$0                | \$25                                                        | \$15                                           | \$20                                          | \$30                                                 | \$15                                      |
| AUDITOR                                                     | \$40                                                    | \$0                | \$150                                                       | \$75                                           | \$100                                         | \$150                                                | \$100                                     |
| ENGINEER                                                    | \$0                                                     | \$0                | \$0                                                         | \$0                                            | \$0                                           | \$0                                                  | \$0                                       |
| GIS                                                         | \$20                                                    | \$0                | \$15                                                        | \$25                                           | \$50                                          | \$75                                                 | \$50                                      |
| ZONING                                                      | \$0                                                     | \$0                | \$0                                                         | \$0                                            | \$0                                           | \$0                                                  | \$0                                       |
| <b>TOTAL</b>                                                | <b>\$75</b>                                             | <b>\$0</b>         | <b>\$190</b>                                                | <b>\$115</b>                                   | <b>\$170</b>                                  | <b>\$255</b>                                         | <b>\$165</b>                              |
| *MINOR SUBDIVISION = 1-3 LOTS                               |                                                         |                    |                                                             |                                                |                                               |                                                      |                                           |
| **MAJOR SUBDIVISION = 4 OR MORE LOTS                        |                                                         |                    |                                                             |                                                |                                               |                                                      |                                           |

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to \_\_\_\_\_ Resolution #2018-0013, Fee Schedule for Plats of Survey, Retracement Plats and Subdivision Plats. This Resolution #2018-0013 repeals and replaces previously adopted Resolution #2008-0013.

|                 |               |          |          |
|-----------------|---------------|----------|----------|
| Roll call vote: | Thompson-     | Salasek- | Patten-  |
|                 | Vice Chairman | Member   | Chairman |

\_\_\_\_\_  
Bill Patten  
Board of Supervisors, Chairman

Attest:

\_\_\_\_\_  
Nan Benson  
Marshall County  
Auditor and Recorder

**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 February 20, 2018, 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, February 15, 2018, at 1:00 p.m. There being no further business to come before the Board, the meeting is adjourned at \_\_\_\_ a.m.

\_\_\_\_\_  
Bill Patten  
Board of Supervisors, Chairman

Attest:

\_\_\_\_\_  
Nan Benson  
Marshall County  
Auditor and Recorder