

**Marshall County Board of Supervisors
Regular Session January 22, 2019 at 9:00 a.m.**

AGENDA

The Board will meet in regular session on Tuesday, January 22, 2019, at 9:00 a.m. in Great Western Bank, 11 N. 1st Ave., Marshalltown, Iowa, meeting room #1, 2nd floor (north entrance) 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:	Patten-	Salasek-	Thompson-
	Member	Chairman	Vice Chairman

2. Years of Service Recognition - Dawn Allison(County Attorney's Office)- 5 years

Consent Agenda:

3. Approve Minutes--from Regular Session of January 8, 2019

4. File Clerk of District Court Report- 12-18

General Supplemental Fund Surcharge- \$684.18

5. Accept Recorder's Quarterly Report – 12-18

Records Management Fund	\$1,517.00
E-Commerce Fund	\$1,517.00
General Basic Fund	\$55,974.09

6. Accept Sheriff's Quarterly Report-12-18

General Basic – Service Fees	\$ 12,622.24
General Basic – Interest Checking	\$ 11.08
General Basic – Mileage Fees	\$ 1,476.15

7. Approve Transfer of Funds—Transfer #896, a quarterly transfer of \$575,000 from Rural Services Fund to Secondary Road Fund.

8. Utility Permits-The following utility permits were approved in the calendar year 2018 by the County Engineer's Office.

- 1801 To Consumers Energy to install aerial power lines in Sections 5 and 6, T-84N, R-20W - Minerva Township.
- 1802 To Consumers Energy to install aerial power lines in Section 8, T-84N, R-18W - Taylor Township.
- 1803 To City of State Center to install aerial power lines in Section 10, T-83N, R-20W - State Center Township.
- 1804 To ITC Midwest, LLC to install aerial power lines in Sections 14, 15, 16 and 17, T-82N, R-17W - Green Castle Township.
- 1805 To ITC Midwest, LLC to install aerial power lines in Sections 1, 2, 11 and 12, T-82N, R-18W - Jefferson Township.
- 1806 To Minerva Valley Telephone Company to install underground communications lines in Section 19, T-85N, R-20W - Liberty Township.
- 1807 To Heart of Iowa Ventures to install underground communications lines in Section 28, T-84N, R-17W - Marion Township.
- 1808 To Iowa Regional Utilities Association to install underground water lines in Sections 8 and 9, T-84N, R-18W - Taylor Township.
- 1809 To Interstate Power and Light to install underground gas lines in Section 1, T-84N, R-18W - Taylor Township and in Section 36, T-85N, R-18W - Liscomb Township.
- 1810 To Iowa Regional Utilities Association to install underground water lines in Section 22, T-84N, R-18W - Taylor Township.
- 1811 To Interstate Power and Light to install aerial power lines in Sections 1, 2, 11 & 12, T-82N, R-18W - Jefferson Township.
- 1812 To Iowa Regional Utilities Association to install underground water lines in Sections 20, 27, 28 and 29, T-82N, R-19W - Logan Township.
- 1813 To Consumers Energy to install underground power lines in Sections 20 and 29, T-82N, R-19W - Logan Township.
- 1814 To Grundy County REC to install aerial power lines in Sections 5 and 6, T-84N, R-17W - Marion Township.

- 1815 To Consumers Energy to install underground power lines in Sections 5, 8, 17, 20 and 29, T-85N, R-20W - Liberty Township.
- 1816 To Heart of Iowa Communications Cooperative to install underground communications lines in Sections 1 and 12, T-85N, R-18W - Liscomb Township.
- 1817 To ITC Midwest, LLC to install aerial power lines in Sections 31 and 32, T-84N, R-17W - Marion Township and in Sections 4, 5, 9, 10, 11 and 12, T-83N, R-17W - Le Grand Township.
- 1818 To Minerva Valley Telephone Company to install underground communications lines in Section 8, 9, 16, 17, 20, 28, 29, 32 and 33, T-85N, R-20W - Liberty Township.
- 1819 To Iowa Regional Utilities Association to install underground water lines in Sections 11 and 14, T-84N, R-20W - Minerva Township.
- 1820 To Consumers Energy to install underground power lines in Sections 19 and 30, T-83N, R-17W – Le Grand Township.

- 9. Approve Claims**—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 month of January will be published as part of the first meeting in February.

Motion by _____, second by _____, to _____ the consent agenda as printed.

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

10. Approve Personnel Action:

- a. Hire, **Tiffany Sue Thompson**, Sheriff's Office, Jailer, full-time, rate of pay \$18.03/hr., effective 1-23-19.

Motion by _____, second by _____, to _____ the personnel action.

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

- b. Hire, **Shane Sweitzer**, Secondary Roads Department, Truck Driver 1, full-time, probationary rate of pay \$24.38/hr., effective 2-11-19.

Motion by _____, second by _____, to _____ the personnel action.

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

- c. Hire, **Brian Pansegrau**, Secondary Roads Department, Truck Driver 1, full-time, probationary rate of pay \$24.38/hr., effective 1-28-19.

Motion by_____, second by_____, to_____ the personnel action.

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

11. Marshall Economic Development Impact Committee (M.E.D.I.C.) — Tom Diemerly, Executive Director of Marshall Economic Development will present an annual update.

12. Local Emergency Management Department Head Update—Kim Elder, Emergency Management Coordinator will present a department update on budget.

13. Zoning Resolution-Minor Preliminary Plat of The Hoksbergen Subdivision—

Whereas, minor preliminary plat of a proposed subdivision within Marshall County, Iowa, laid out upon the following described real estate, has been filed with the Marshall County Auditor:

HOKSBERGEN SUBDIVISION LOCATED IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 13, TOWNSHIP 82 NORTH, RANGE 17 WEST OF THE 5th P.M., MARSHALL COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTH 1/4 CORNER OF SAID SECTION 13; THENCE, N88°29'12"E 663.01' ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 13 TO THE EAST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 13; THENCE, N0°11'56"W 1329.28' ALONG SAID EAST LINE TO A POINT ON THE NORTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 13; THENCE, S88°38'30"W 664.72' ALONG SAID NORTH LINE TO THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 13; THENCE, S0°16'27"E 1331.04' ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 13 TO THE POINT OF BEGINNING, CONTAINING 20.27 ACRES INCLUDING 0.57 ACRES OF PRESENTLY ESTABLISHED ROAD RIGHT OF WAY. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

Whereas, the Marshall County Zoning Commission has recommended approval of this minor preliminary subdivision plat at their public hearing held on January 8, 2019, and the Marshall County Board of Supervisors has given due consideration to such minor preliminary plats. Said minor preliminary plat conforms to the applicable and governing provisions of Chapter 354, Code of Iowa, and other related statutes.

Whereas, the acceptance of this plat in no way infers the acceptance of any road; exclusive of present established right of way into the Secondary Road System and any roads within the subdivision must be maintained as private roads.

Therefore, Be It Resolved, by the Marshall County Board of Supervisors that the minor preliminary plat for The Hoksbergen Subdivision as laid out and platted on the real estate above described and as filed with the Marshall County Auditor be the same, is hereby approved.

Dated at Marshalltown, Iowa this ____ day of January, 2019.

Motion by _____, second by _____, to _____ Resolution #2019-0003 that accepts the recommendation of the Zoning Commission and approves the preliminary minor subdivision plat of the Hoksbergen Subdivision.

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

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

14. Resolution #2019-0004

Moving Permits R E S O L U T I O N #2019-0004

WHEREAS, the Board of Supervisors is empowered under authority of Section 321.1 of the Code of Iowa to issue permits for the movement of machines, vehicles or loads, or combinations thereof which exceed the maximum dimensions and/or weights specified in Sections 321.453 to 321.466 but within the limitations of Chapter 321E upon Secondary Roads under their jurisdiction, and

WHEREAS, it is important that such permits be issued by persons familiar with the statutes and regulations relating to such permits and also with the limitations of the county's roadways, road surfaces and structures along the selected or designated routes.

NOW, THEREFORE BE IT RESOLVED by the Marshall County Board of Supervisors that the Marshall County Engineer and the following named employees of the Secondary Road Department be authorized to issue and sign special permits for the movement of vehicles of excessive size and weight upon Marshall County Secondary Roads in accordance with said Chapter 321E:

Named Employees:

Paul Geilenfeldt
Mark Hentges
Lisa Reeder
Jill Tompkins
Andrew Rhodes

Motion by _____, second by _____, to _____ Resolution #2019-0004, Moving Permits.

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

Passed and Approved this ____ day of January, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

14. Resolution #2019-0005

**Blanket Road Closure
R E S O L U T I O N #2019-0005**

NOW, THEREFORE BE IT RESOLVED by the Marshall County Board of Supervisors that effective January 22, 2019, Paul C. Geilenfeldt, the County Engineer of Marshall County, Iowa, be and he is hereby designated, authorized and empowered on behalf of the Board of

**Board Meeting of
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Supervisors of said County to execute the requirements of Section 306.41 of the Code of Iowa until such time as formal action can be entered into the minutes of said Board.

Motion by _____, second by _____, to _____ Resolution #2019-0005, Blanket Road Closure.

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

Passed and approved this ____ day of January, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

16. Resolution #2019-0006

**Certificate of Completion
R E S O L U T I O N #2019-0006**

NOW, THEREFORE BE IT RESOLVED by the Marshall County Board of Supervisors that effective January 22, 2019, Paul C. Geilenfeldt, the County Engineer of Marshall County, Iowa, be and is hereby designated, authorized and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications therefore in connection with all Farm to Market and Federal or State aid construction projects in this county.

Motion by _____, second by _____, to _____ Resolution #2019-0006, Certificate of Completion.

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

Passed and Approved this ____ day of January, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest: _____
Nan Benson
Marshall County
Auditor and Recorder

17. Resolution 2019-0007

**Erect Embargo Signs
R E S O L U T I O N #2019-0007**

NOW, THEREFORE BE IT RESOLVED by the Marshall County Board of Supervisors that the County Highway Department representing the Board of Supervisors be hereby authorized and directed to erect embargo signs restricting such loads on county routes, when such conditions exist, that all such loads be restricted to a maximum load as determined by the office of the County Engineer. Locations of signs to be verified at the next adjourned session.

Motion by _____, second by _____, to _____ Resolution #2019-0007, Erect Embargo Signs.

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

Passed and approved this ____ day of January, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest: _____
Nan Benson
Marshall County
Auditor and Recorder

18. Buildings and Grounds Department-Approval of New Office Locations within the Courthouse-Discussion and possible action to approve the new office locations within the Courthouse.

Motion by _____, second by _____, to _____ the new office locations in the Courthouse.

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

19. Marshall County Audit Report—Bowman and Miller, P.C. has completed the Marshall County Audit for fiscal year ending June 30, 2018.

Motion by _____, second by _____, to _____ the report and place on file.

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

20. Secondary Roads Department -Approval of Equipment Purchase-Bull Hog Excavator—Discussion and possible action to approve the purchase of a Bull Hog Excavator from Murphy Tractor and Equipment from Des Moines, Iowa 50317-4744.

Motion by _____, second by _____, to _____ the purchase of a of a Bull Hog Excavator, BH40EXC1-2-SDV FECON BH40EXC from Murphy Tractor and Equipment from Des Moines, Iowa 50317 in the amount of \$44,500. This unit will be paid for from the FY18-19 Equipment Budget.

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

21. Secondary Roads Department -Approval of Equipment Purchase-2020 Sign Crew Bucket Truck —Discussion and possible action to approve the purchase of an ALTEC Sign Crew Bucket Truck that includes unit, body and chassis from ALTEC Industries Midwest Division, St. Josephs, MO 64507.

Motion by _____, second by _____, to _____ the purchase of an ALTEC Sign Crew Bucket Truck that includes unit, body and chassis from ALTEC Industries Midwest Division, St. Josephs, MO 64507 in the total amount of \$249,894. This unit will be paid for from the FY19-20 Equipment Budget.

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

22. Resolution #2019-0008

**County Compensation Board Resolution
RESOLUTION #2019-0008**

WHEREAS, the Marshall County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Marshall County Compensation Board met on January 14, 2019, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2019:

Elected Official	Current Annual Salary	Recommendation (Percentage)	Recommendation (Dollar Amount)	Recommendation (Salary)
County Attorney	\$102,581.80	5.2%	\$5,334.25	\$107,916.05
County Auditor and Recorder	\$69,738.92	5.2%	\$3,626.42	\$73,365.34
County Sheriff	\$85,483.09	7.5%	\$6,411.23	\$91,894.32
Board of Supervisors	\$36,544.20	3%	\$1,096.33	\$37,640.53
County Treasurer	\$60,037.61	5.2%	\$3,121.95	\$63,159.56

OPTION 1:

THEREFORE, BE IT RESOLVED that the _____ County Board of Supervisors adopts the salary recommendations for elected officials for the fiscal year beginning July 1, 20__ as recommended by the _____ County Compensation Board.

OPTION 2: (if different than compensation board recommendation)

THEREFORE, BE IT RESOLVED that the _____ County Board of Supervisors approves the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 20__:

Motion by _____, second by _____ to _____.

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

<u>Elected Official</u>	<u>Salary</u>	<u>Percentage</u>
County Attorney	\$	%
County Auditor and Recorder	\$	%
County Sheriff	\$	%
Board of Supervisors	\$	%
County Treasurer	\$	%

MARSHALL COUNTY
BOARD OF SUPERVISORS

ATTEST:

Steve Salasek, Chairman

Nan Benson
Marshall County
Auditor and Recorder

Dave Thompson, Vice Chair

Bill Patten, Member

Motion by_____, second by_____, to_____ Resolution #2019-0008, County Compensation Board Resolution.

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

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

23. 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.

24. Adjournment--The next regular session is February 5, 2019, 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 31, 2019, at 1:00 p.m. There being no further business to come before the Board, the meeting is adjourned at ____a.m.

**Board Meeting of
January 22, 2019**

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

The Board of Supervisors' calendar can be viewed <http://goo.gl/yubHzV>