

**Marshall County Board of Supervisors
Regular Session April 2, 2019 at 9:00 a.m.**

AGENDA

The Board will meet in regular session on Tuesday, April 2, 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:	Thompson-	Patten-	Salasek-
	Vice Chairman	Member	Chairman

Consent Agenda:

- 2. Approve Minutes**--from Regular Session of March 19, 2019.
- 3. Accept Region VI Independent Auditor's Report**--Year ended June 30, 2018
- 4. Accept Manure Management Plan Annual Update**— Dennis Anderson id no. 62848, annual update report received and placed on file with the following change to the MMP: used manure analysis.
- 5. Accept Manure Management Plan Annual Update**— Bill Havelka, Site 3, id no. 64515, annual update report received and placed on file with the following change to the MMP: used manure analysis.
- 6. Accept Manure Management Plan Annual Update**- J.T. Farms East Site, id no. 63208, annual update report received and placed on file with no changes to the MMP.
- 7. Accept Manure Management Plan Annual Update**- Aaron Borton, id no. 65862 annual update received and placed on file with no changes to MMP.
- 8. Approve Request for Use of the Mobile Band Shell**--Midnight Ballroom has submitted a completed mobile band shell agreement for a rodeo event to be held at the Central Iowa Fairgrounds on Saturday, April 20, 2019 from 2 pm to 1am.

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 April will be published as part of the first meeting in May.

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

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

10. Approve Personnel Actions:

- a. Hire, **Julie Stahl**, Conservation (MCCB), temporary seasonal, rate of pay \$10.50/hr. effective May 27, 2019.

Motion by _____, second by _____, to _____ personnel hire, Julie Stahl, Conservation(MCCB), temporary seasonal, rate of pay \$10.50/hr., effective May 27, 2019 through August 23, 2019.

a.

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

- b. Hire, **Alan Naughton**, Conservation (MCCB), temporary seasonal, rate of pay \$10.50/hr. effective May 27, 2019.

Motion by _____, second by _____, to _____ personnel hire, Julie Stahl, Conservation(MCCB), temporary seasonal, rate of pay \$10.50/hr., effective May 27, 2019 through September 10, 2019.

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

- c. Change of Status and Change Rate of Pay, **Brian Pansegrau**, fulltime, Change of Status from Truck Driver 1 to Truck Driver 2, Change Ray of Pay from \$24.38 to \$24.73, effective April 2, 2019.

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

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

- d. Change of Status and Change Rate of Pay, **Shane Sweitzer**, fulltime, Change of Status from Truck Driver 1 to Truck Driver 2, Change Ray of Pay from \$24.38 to \$24.73, effective April 2, 2019.

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

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

11. Resolution #2019-0018-Marshall County Procurement Policy—Discussion and possible action to adopt the Marshall County Procurement Policy that is required for FEMA application. Copy of Procurement Policy is on file in the Board of Supervisors' and/or Auditor and Recorder's Office.

Motion by _____, second by _____, to _____ Resolution #2019-0018, The Marshall County, IA Procurement Policy.

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

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

12. Resolution #2019-0019—Discussion and possible action to adopt the Marshall County, IA Reporting Policy that is required for FEMA application.

MARSHALL COUNTY, IOWA REPORTING POLICY

PURPOSE

The purpose of this Reporting Policy is to ensure that Marshall County complies with Code of Federal Regulations, 2 CFR, Section 200.113 that requires reporting of violations of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal grant.

POLICY

Marshall County departments and/or employees are required to disclose, in writing and in a timely manner, all violations of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal award. This requirement applies to violations involving Marshall County, its employees, and sub-recipients of a federal grant.

If a Marshall County department or employee learns of a violation of federal criminal law involving fraud, bribery, or gratuity potentially affecting a federal grant, the department or employee must report the violation to the Marshall County Auditor/Recorder. Reportable violations include not only those violations concerning Marshall County or its employees, but also include violations relating to sub-recipients of award monies.

The Marshall County Auditor/Recorder is responsible for reporting the violation to the relevant federal agency in writing in a timely manner.

Motion by_____, second by_____, to_____ Resolution #2019-0019,
Marshall County, Iowa Reporting Policy.

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

Passed and adopted this _____ day of _____, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

13. Resolution #2019-0020- Discussion and possible action to adopt the Marshall County Conflict of Interest Policy that is required for FEMA application.

MARSHALL COUNTY, IOWA CONFLICT OF INTEREST POLICY

A RESOLUTION of Marshall County, Iowa Adopting a Conflict of Interest Policy for Officers, Employees, and Agents:

PURPOSE

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR; Part 200.112; 24 CRR, and other applicable federal and state standards, regulations, and laws.

APPLICATION

This Code of Conduct applies to all officers, employees, or agents of Marshall County engaged in the award or administration of contracts supported by federal grant funds.

REQUIREMENTS

No officer, employee, or agent of Marshall County shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or

d. An organization which employs, or is about to employ any of the above; has a financial or other interest in the firm selected for award. Marshall County officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

REMEDIES

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against Marshall County's officers, employees, or agents.

Motion by _____, second by _____, to _____ Resolution #2019-0020, Marshall County, IA Conflict of Interest Policy.

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

Passed and adopted this _____ day of _____, 2019.

Steve Salasek
Board of Supervisors, Chairman

Attest: _____
Nan Benson
Marshall County
Auditor and Recorder

14. Buildings and Grounds Dept. - Engineering Building Upgrades—Discussion and possible action to approve Engineers' proposed building upgrades beyond insurance responsibilities.

Motion by _____, second by _____, to _____ Engineers' building upgrades to the following Companies:

Company Name	Location of Company	Work Performed	Amount
TOTAL:			

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

15. Secondary Roads—Award of Contract for Project BROS-SWAP-C064(129)--FE-64--

Discussion and possible action to award contract to Peterson Contractors, Inc. of Reinbeck, Iowa in the low bid amount of \$2,667,696.26. This project is for the south two bridges on North Center St and the adjacent paving. This project was let at the D.O.T. in Ames, Iowa on March 19, 2019. This will be paid State and Federal Funding.

Motion by _____, second by _____ to award this contract to Peterson Contractors, Inc. of Reinbeck, IA in the amount of \$2,667,696.26 and authorize the Chairman to electronically sign the contracts and bond after submittal of approved documents.

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

16. Secondary Roads -FY2019 Iowa DOT Budget Amendment—Discussion and possible action on the approval of the amended FY 2019 Iowa DOT Budget for the Marshall County Secondary Road Department. This amendment is to cause our DOT budget to reflect the same changes that were made with the Marshall County Budget amendment of February 19, 2019.

Motion by _____, second by _____, to _____ the amended FY2019 Iowa DOT Budget for the Marshall County Secondary Road Department.

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

17. Secondary Roads-FY2020 Iowa DOT Budget—Discussion and possible action on the approval of the FY2020 Iowa DOT Budget for the Marshall County Secondary Road Department.

Motion by _____, second by _____, to _____ FY2020 Iowa DOT Budget for the Marshall County Secondary Road Department.

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

18. Secondary Roads-Marshall County FY2020 Secondary Roads Construction Program—Discussion and possible action on the approval of the FY2020 Secondary Roads Construction Program for the Marshall County Secondary Road Department.

Motion by _____, second by _____, to _____ FY2020 Secondary Roads Construction Program for the Marshall County Secondary Road Department.

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

19. Secondary Roads-Receipt of Petition to Request Blacktopping 260th St and Ridge Rd--
Discussion and possible action to approve the petition request to blacktop 260th St. and Ridge Rd.

Motion by _____, second by _____ to _____.

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

20. 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.

21. Adjournment--The next regular session is April 16, 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, April 11, 2019, at 1:00 p.m. There being no further business to come before the Board, the meeting is adjourned at ____ a.m.

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>