

**Marshall County Board of Supervisors Special Session
September 23, 2019 at 9:00 a.m.**

MINUTES

The Board met in special session on Monday, September 23, 2019, at 9:00 a.m. in the Great Western Bank Building, 11 N. 1st Ave. (North Entrance), 2nd floor, NW corner of the Building, Board of Supervisors' meeting room with 3 members present.

Pledge of Allegiance

1. Approval or Amendment of Agenda—

Motion by Patten, second by Thompson, to approve the agenda as printed.

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

Consent Agenda:

2. Approve Minutes--from Special Session of September 4, 2019.

Motion by Thompson, second by Patten, to approve the consent agenda as printed.

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

3. EMC Insurance—Property and Casualty renewal information and action to bind renewal.

Motion by Patten, second by Thompson to bind renewal at \$40,000,000 Courthouse and all other as presented.

Discussion: Bobby Shomo discussed handout. Our claim was largest claim out of the Des Moines EMC office of all time. EMC needs to be able to adjust because of the historical building having such a large effect on this claim. Bobby explained a couple of the options; he feels the best is to remove Courthouse from blanket. EMC will be coming in to reevaluate the Courthouse value. Bobby discussed valuation amounts. Bobby discussed page 3 of handout. The \$40,000,000 Courthouse value is included in Property line. The other line of increase was Business Auto due to claim history over the past few years.

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

4. Buildings and Grounds Department Update– Discussion and possible action on additional brick work.

Discussion: Lucas shared additional exterior information. Black is already included in previous discussions. The red and blue are additional repairs that are needed. The Masonry is a not to exceed number of \$76,000. The Plaster work came in a \$35,000. He is still waiting on decorative sheet metal and carpentry quotes. Lucas discussed current issues and possible increased expense for Marshall County.

Another issue is HVAC concerns on third floor which has a bulk head is a Code issue which has the HVAC air returns. We have options, one is to take the bulk head to floor but we lose 466 square foot. Another option is to add a VRF system in the attic which allows for a much smaller duct. We have some numbers on that and he has sent off a letter to Nino (EMC Insurance) explaining that a portion of this is an insurance responsibility. We cannot occupy the space the same way we did before. He is asking EMC to pay for unit and duct work on east side. This approximate responsibility for EMC is \$350,000 and Marshall County is \$50,000 for third floor. There is also an option for second floor as well. This would also assist with sound issues between second and third floor. So, potentially Marshall County could be responsible for the entire amount. We will be working on funding available by Marshall County in General Basic and General Supplemental with Nan, Beth Miller, and Mary.

Lucas should have the numbers on the exterior today.

Bill asked about getting the unit in the roof, Lucas said the unit they have found a unit that breaks down in components so it a great option to getting it up to the attic.

Motion by _____, second by _____ to _____.

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

5. Marshall County Storage -Discussion and possible action regarding Marshall County Storage.

Motion by Thompson, second by Patten, to leave Marshall County contribution at \$150,000 as is by 12/31/20.

Scott Ruhnke, Scott Hand, and Jim Evans were here to present. Scott R. said we all know the history on the Court files and scanning. We had an early estimate of \$200,000 which did not include moving them. We do not have a contract with that company so we would need to go through a competitive bid. We do have a contract with Docuware in Scott County. The estimate from them is \$250,000. The next Exela Technology gave us a quote of \$360,000. Jim added that we have two pieces of file scanning, the software of indexing the file scanning, and finally the storage. There is a team of us working on this.

Scott Ruhnke said that the legal counsel came to review the Marshall County files to see if there were any files which could be destroyed. I think the best option is to go out for RFP process because I went back to review the meeting notes when Marshall County committed \$150,000 and that this needed to be completed by 3/01/20. We can then come back to you with the information after the RFP and determine the real number and timeline.

Dave said the legislature did put some additional funds in for scanning documents.

Jim Evans said currently we have \$50,000 for moving the files and let the State of Iowa know they would like to scan instead of move.

Dave asked if there was legislation we can work on to correct this for the 99 counties and for the state. He is asking for a \$100,000 match at the state. He would like to work with LSA and ISAC to get legislation for funds and a change to the Code of Iowa. There is also a Record Retention Committee

which will have their first meeting in October 2019. Carol Haney shared the terms on this committee are two year terms so she is concerned this may not help us for a while. Scott Hand said that if there is an option for Small Claims for changing to be able to get rid of the files. The group discussed possible options of this language for Code changes.

Scott Ruhnke said that we have so many different quotes; we really don't know where we are and cannot be completed by 3/01/20. We can then come back after the RFP process with additional information.

Jim Evans asked if anyone at the County wants to assist. Nan said she can assist and keep the Board of Supervisors informed at future meetings if needed.

Scott Ruhnke said if we can't get Code changes if we can get additional funds. Dave asked about if we get the funds can it be committed to Marshall since it is the highest need and work on Code language to assist future Counties. Scott Hand agreed to this.

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

6. Adjournment--The next regular session is October 1, 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, September 26, 2019, at 1:00 p.m. There being no further business to come before the Board, the meeting was adjourned at 10:14 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>