

**Marshall County Board of Supervisors
Special Session April 28, 2020 at 9:05 a.m.**

Due to the recent COVID-19 Virus pandemic and the concern for the safety of all residents of Marshall County, IA, the Board of Supervisors' Public Meetings will now be available **LIVE** online beginning Tuesday, March 31, 2020 until further notice. There are 3 available options to view and/or participate in the public meetings listed below:

**How to View and/or Participate
In The
Board of Supervisor's Public Meeting**

Go to: Zoom for Participation Join Zoom Meeting https://zoom.us/j/97117816861?pwd=QU1jaHh0VnpTdVoyWTdxUTRxeDhuZz09	Dial In By Phone 1-312-626-6799 Meeting ID: 971 1781 6861 Password: 013342	Go to: YouTube for comments during meeting Marshall County YouTube
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The meeting agenda is listed on the page following.

**Marshall County Board of Supervisors
Regular Session April 28, 2020 at 9:05 a.m.**

MINUTES

The Board met in regular session on Tuesday, April 28, 2020, at 9:05 a.m. in the Grand Courtroom, Courthouse via online ZOOM with all 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:	Patten-Aye	Salasek-Aye	Thompson-Aye
	Member	Chairman	Vice Chairman

- 2. Years of Service**-Jessica Chizek (Auditor and Recorder's Office) – 5 years, Blaze Wurr (Auditor and Recorder's Office) – 5 years

Consent Agenda:

- 3. Approve Minutes**--from Regular Session of April 14, 2020.
- 4. Accept Sheriff's Quarterly Report-January 2020 to March 2020**
General Basic – Service Fees \$ 17,297.95
General Basic – Interest Checking \$ 9.08
General Basic – Mileage Fees \$ 2,451.52
- 5. Accept Annual Manure Management Plan Update-** Cory Eldridge, id no. 65974, update received and placed on file with no changes to the MMP.
- 6. Accept Annual Manure Management Plan Update-**J.T Farms East Site, id no. 63208 update received and placed on file with the following change to MMP: used manure analysis.
- 7. Accept Annual Manure Management Plan Update-**TAMCO Pork 2 LLC, id no. 58267 update received and placed on file with no changes to the MMP.
- 8. Approve Transfer of Funds**—Transfer #908, a quarterly transfer of \$612,500 from Rural Services Fund to Secondary Road Fund.
- 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 Thompson, second by Patten, to approve the consent agenda as printed.

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

This agenda item was previously approved at the 3-17-20 B.O.S. meeting

10. Approve Personnel Action:

Hire, **Julie Stahl**, Marshall County Conservation Board, Temporary Seasonal Part-Time, rate of pay \$12.00/hr., effective May 4, 2020 to August 21, 2020. A June 1st, 2020 start date was previously approved at the 3-17-20 BOS meeting.

Discussion: Mike Stegmann said due to COVID-19 Julie Stahl is available and the funds are available due to FEMA funding from last fall.

Motion by Patten, second by Thompson, to approve personnel action with change the start date of June 1, 2020 to the new start date of May 4, 2020.

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

11. Marshall County Flexible Spending Plan—Discussion and possible action on the Plan Document Amendment and Summary of Material Modification to the Marshall County Flexible Spending Plan. The amendment affects both the medical reimbursement account and the dependent care account and is required due to:

- 1) The Coronavirus Aid, Relief, and Economic Security (CARES) Act allowing for certain over-the-counter drugs and medicines and certain expenses that are now treated as qualified medical expenses; and
- 2) The Emergency Family and Medical Leave Expansion Act (EFMLEA) which provides for emergency paid and unpaid leave for employee absences related to COVID-19.

Motion by Thompson, second by Patten to approve the Plan Document Amendment and Summary of Material Modification to the Marshall County Flexible Spending Plan.

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

12. COBRA Administrative Agreement—Discussion and action on the COBRA Administrative Agreement between Bernie Lowe & Associates Commercial (BLA), and Marshall County effective July 1, 2020. The agreement will renew automatically for successive one (1) year terms commencing upon the initial expiration date. Termination is provided to either party for cause provided in the agreement or to a non-delaying party for cause in the event that an excusable delay continues for more than sixty (60) days.

Motion by Patten, second by Thompson to approve the COBRA Administrative Agreement.

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

13. ACA Complete Dashboard and Reporting Essentials Agreement—Discussion and action on the ACA Complete Dashboard and Reporting Essentials Agreement between Bernie Lowe & Associates, Inc. as ACA Complete and Marshall County. The contract shall automatically renew on the anniversary date of July 1 each year until either party gives written notice of termination at least thirty (30) days prior to the requested termination date except for the first six (6) months following the effective date.

Motion by Thompson, second by Patten, to approve the ACA Complete Dashboard and Reporting Essentials Agreement.

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

14. Marshall County Employee Dental Benefit Plan—Discussion and action on the July 1, 2020 through June 30, 2021 renewal of the contract with Delta Dental Plan of Iowa.

Motion by Patten, second by Thompson, to approve the renewal and authorize the chairman to sign.

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

15. Marshall County Employee Health and Prescription Drug Benefit Plan and Marshall County Employee Dental Benefit Plan Rates—Discussion and action on setting the monthly rates for FY21.

Health and Prescription Drug Benefit Plan:

Single \$812.00

Employee plus one \$1,306.70

Family \$1,745.84

Dental Benefit Plan:

Single \$39.50

Employee plus one \$79.00

Family \$90.00

Motion by Thompson, second by Patten, to approve the monthly rates for FY21 as set out above.

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

16. Statement of Intent related to the Coronavirus Aid, Relief and Economic Security Act (CARES Act) for 457(b) Plans-Discussion and possible statement of intent, when necessary, to allow participants in the Marshall County 457(b) plans to benefit from the provisions of the CARES Act. Plan amendments may be required at a later date. Participants may benefit in the following ways:

- 1) Tax-favored coronavirus-related distributions (CRDs) up to \$100,000 until December 31, 2020. Details of CRD's include:
 - a. a 10% early withdrawal tax waiver, the ability to pay ordinary income tax in equal installments over a three-year period beginning in tax year 2020,
 - b. participants may repay CRDs within a specified three-year period without the repayments being subject to the annual contribution limits, and
 - c. participants must self-certify they meet specific qualifications including but not limited to being diagnosed with the COVID-19 virus, spouse or dependent diagnosed with COVID-19, and who experiences adverse financial consequences as a result of COVID-19.
- 2) Expanded access to loans from their 457(b) for 180 days after enactment of the law including new loan limits and the choice to delay loan repayments for new or existing loans.
- 3) Waiver of 2020 Required Minimum Distributions (RMDs) for any participants who are due to receive an RMD in calendar year 2020 or for those whose first RMD was due by April 1, 2020, but they had not yet received their RMD by January 1, 2020.

Motion by Patten, second by Thompson to issue a statement of intent, when necessary, to the administrators of the Marshall County 457(b) plan to allow Marshall County 457(b) Plan participants to benefit from the three above mentioned provisions of the CARES Act.

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

17. Proposal and Discussion Only- DHS location at 206 E State Street, Marshalltown – Ben Brackett with Ferguson Commercial Real Estate Services.

Discussion: Ben Brackett said that they are trying to keep the tenant in the location. He met with Vicky Hendershot regarding needed improvements. Bill Elson owner of the building is also on this meeting. It is a 6 figure renovation at this point. They are wanting a 5 year lease agreement. Would DHS be able to stay in the building during construction? Ben replied that this would be a challenge but they are currently staffed very lightly. Lucas asked about furniture removal. Ben said that they would hire a moving company who is bonded. Dave asked about if the work would be done if Marshall County was there or not. Ben said they would not do carpet and paint for a 6 month commitment. Dave said that we probably need a 6 month extension because of so much going on cannot make a further commitment. Bill Elson spoke as the owner. Dave commented about previously promised improvements. Bill said that they may try to do the

break room and restrooms while the employees are there. The carpet would be a challenge with folks in there. Nan stated that current lease expired 7/31/2020.

18. Marshall County Contract for Services with YSS (Youth and Shelter Services) of Marshall County—Approve FY21 contract between Marshall County, IA and YSS of Marshall County for FY21 to procure for the Youth of Marshall County, certain services as hereinafter described in order to divert troubled youth from formal court involvement, out of home placement and delinquency.

Motion by Thompson, second by Patten, to approve the FY21 contract with Youth and Shelter Services of Marshall County. Marshall County agrees to provide funding in the amount of \$11,000 for services in FY201 and authorize the chairman to sign contract.

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

19. Sheriff's Department-Extension to 28E Agreement between Marshall County and the City of Clemons for Law Enforcement Protection—Discussion and possible action on the Extension Agreement regarding the 28E Agreement between Marshall County and the City of Clemons for law enforcement protection within the corporate limits of the City of Clemons. The agreement is effective July 1, 2020 - June 30, 2021. The City of Clemons agrees to pay Marshall County the sum of \$4,175.00

Motion by Patten, second by Thompson, to approve the extension to 28E Agreement between Marshall County and the City of Clemons effective July 1, 2020- June 30, 2021. The City of Clemons agrees to pay Marshall County the sum of \$4,175.00.

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

20. Public Forum— Jarret Heil, Treasurer, said that the Governor's Proclamation will extend Property Taxes and Motor Vehicle has been extended to May 27, 2020. This will also delay the tax sale. Dave asked about collections. Jarret said that the unpaid portion is about double of last year. Steve asked about county funding. Jarret said that we are sitting well. Dave asked if the cities and schools have received their funding. Jarret confirmed that apportionment was being done monthly.

21. Adjournment--The next regular session is May 12, 2020, at 9:05 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, May 7, 2020 at 1:00 p.m. There being no further business to come before the Board, the meeting was adjourned at 9:51 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>