

**Marshall County Board of Supervisors
Regular Session June 9, 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://us02web.zoom.us/j/82017378114?pwd=a2llUTZjcWFFYmtPUWphekNXZkEvdz09	Dial In By Phone +1-312-626-6799 US Meeting ID: 820 1737 8114 Password: 004543	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 June 23, 2020 at 9:05 a.m.**

MINUTES

The Board met in regular session on Tuesday, June 23, 2020, at 9:05 a.m. 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:	Thompson-Aye	Patten-Aye	Salasek-Aye
	Vice Chairman	Member	Chairman

Consent Agenda:

- 2. Approve Minutes--**from Regular Session of June 9, 2020.
- 3. File Clerk of District Court Report--**May 2020
 - a. General Supplemental Fund Surcharge-\$870.12
- 4. Accept Manure Management Plan Annual Update--**Burt Farms, Site 8, id no. 59927, annual update received and placed on file with no changes to the MMP
- 5. Accept Manure Management Plan Annual Update--**Pickard Brothers, id no. 68561, annual update received and placed on file with no changes to the MMP
- 6. Accept Manure Management Plan Annual Update--**MTM Farms, LC, id no. 61010, annual update received and placed on file with no changes to the MMP
- 7. Accept Manure Management Plan Annual Update--**Jared Whitaker, LC, id no. 70163, annual update received and placed on file with no changes to the MMP.
- 8. Approve Transfer of Funds—**
Transfer #909, Repayment of Interfund loan of \$10,000 from Marshall County Health Fund to Marshall County Dental Fund authorized by Resolution 2019-0048.

Transfer #910, a quarterly transfer of no more than \$612,500 from Rural Services Fund to Secondary Road Fund, but not to exceed the maximum transfer and be above the minimum transfer amount required by Iowa code 331.429(b).

Transfer #911, an annual transfer from LOST revenue in the Rural Services Fund to the Secondary Road Fund in the amount of \$678,445.72.

Transfer #912, an annual transfer totaling no more than \$3,317.28 from County Attorney Collection Incentive Fund to General Basic Fund for County Attorney office cleaning expense.

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 June will be published as part of the first meeting in July.

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

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

10. Approve Personnel Action:

- a. Hire, **Matthew Blaess**, Sheriff's Office, Jailer, fulltime, rate of pay \$18.35/hr., effective June 24, 2020

Motion by Patten, second by Thompson to approve personnel hire.

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

- b. Change of Status and Change Rate of Pay, Community Services, **Lisa Soder**, fulltime, change of status from Social Worker to Community Services Director and General Assistance Director, change rate of pay from \$24.79/hr. to \$26.12/hr. (90% is CICS Region/10% GA)

Motion by Thompson, second by Patten, to approve personnel action.

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

- c. Hire individuals to share up to 45 hours per week, Door Coverage, rate of pay \$11 /hour, effective June 23, 2020, until further notice.

Motion by Patten, second by Thompson, to approve personnel action.

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

Tabled from the June 17, 2020 BOS Meeting

11. Project Bid Award - Marshall County Annex Building Renovation—Discussion and possible action to award the bid for the Marshall County Annex Building interior renovation project.

Motion by Thompson, second by Patten to remove this item from the table.

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

Discussion: Lucas Baedke, Director Building and Grounds, said that we received six bids on June 17, 2020. Then went on to give the details of Henkel Construction as low bid and how the process will continue. Bill asked if this included the elevator and Lucas confirmed that it did.

Motion by Patten, second by Thompson to award the bid for the interior renovation project for the Marshall County Annex Building to Henkel Construction, Ames, Iowa in the amount of \$2,165,000.

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

Tabled from May 26, 2020 BOS Meeting

12. 206 West State Street Building Proposals—Ben Brackett, Ferguson Commercial Real Estate Services will be presenting building proposal information on 206 West State Street and provide an additional option for Marshall County to purchase the building.

Motion by Patten, second by Thompson to remove this item from the table.

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

Discussion: Ben Brackett was present for this process and discussed options for the State Street building. Bill said that a big portion of this was insurance funds Nan and Lucas shared information from Vicki Hendershot regarding how their future work schedule will look. She should know later in the summer. Lucas added that when we talked to her she thought we would know by July 1st. Bill Elson with Top Farms, LLC, talked about other options with the purchase of the building on State Street as another option. Lucas provided clarification on the IT infrastructure at the Annex versus DHS on State Street.

Motion by Thompson, second by Patten to table until July 7th BOS meeting.

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

13. Request to approve Special Use Permit from Ruth McDonald, SU2020-001. Discussion and possible action on a request from Ruth McDonald for property legally described as:

06-84-19 PARCEL D IN NW NE, NE NE, SW NE & SE PIN #8419-06-200-006

This would be a Special Use not normally allowed under Article III, Section 3 of the Marshall County Zoning Ordinance No. 10. The above was approved by the Marshall County Zoning Commission on June 09, 2020

Discussion: Todd Apfel explained the history on this situation. The Zoning Commission approved this unanimously.

Motion by Thompson, second by Patten to approve special use permit SU2020-001.

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

14. Request to approve Special Use Permit from Linda Mohr Harrison, SU2020-002.

Discussion and possible action on a request from Linda Mohr Harrison for property legally described as:

35-83-18 LOT 2, MOHR SUBDIVISION IN SW, NE PIN #8318-35-252-005

This would be a Special Use not normally allowed under Article III, Section 3 of the Marshall County Zoning Ordinance No. 10. The above was approved by the Marshall County Zoning Commission on June 09, 2020

Discussion: Todd Apfel explained this is exactly the same situation as the previous one. There are too many splits. The Zoning Commission also approved this unanimously.

Motion by Patten, second by Thompson to approve special use permit SU2020-002.

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

15. Request to approve Marshall County to apply for Iowa Grants to Counties. Discussion and possible action on a request from the Marshall County Environmental Health Department to apply for Iowa Grants to Counties. This grant will offset costs for well water testing, well repairs and well plugging for fiscal year 2020/2021.

Discussion: Todd Apfel said we are the only county in the State of Iowa that does not participate in this program. He participates in Tama County and said this is an excellent program.

Motion by Thompson, second by Patten to approve Marshall County to apply for Iowa Grants to Counties.

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

16. Resolution #2020-0022-Appropriation of Funds-FY 2020-21

Whereas, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning July 1, 2020, in accordance with Section 331.434(6), Code of Iowa; Now Therefore Be It Resolved by the Board of Supervisors of Marshall County, Iowa, as follows:

<u>Department</u>	<u>Appropriation</u>
#01 Supervisors	176,326
#02 Auditor and Recorder	1,090,772
#03 Treasurer	663,467
#04 County Attorney	1,460,940
#05 Sheriff	6,320,896
#08 Buildings and Grounds	1,146,423
#09 Zoning	57,047
#15 Information Systems	801,071
#16 GIS	219,334
#19 General Assistance	37,338
#20 County Engineer	9,149,049
#21 Veteran Affairs	102,066
#22 County Conservation	1,106,898
#23 Local Health Board	214,946
#24 Weed Eradication	78,328
#25 Dept. of Human Services	161,128
#28 Medical Examiner	141,400
#31 District Court	391,833
#33 County Library Contract	69,442
#40 Harvester TIF	0
#42 Gateway TIF	49,000
#60 Mental Health Administration	1,208,985
#70 Local Emergency Management	1,593,060
#84 County Capital Building	13,700,000
#99 Nondepartmental	3,790,629
Total	43,730,378

Section 1. The amounts itemized by department are hereby appropriated from the resources of the County to the department or officer listed.

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, these appropriations shall constitute authorization for the department or officer listed to make expenditures or incur obligations effective July 1, 2020.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract

which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2020-21 budget year the Auditor and Recorder shall ascertain that the available resources of a department for that year will be less than said department's total appropriation, the Auditor and Recorder shall immediately so inform the Board and recommend appropriate corrective action.

Section 5. The Auditor and Recorder shall establish separate accounts for the appropriations, each of which shall indicate the amount of appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor and Recorder shall report the status to the applicable departments and officers monthly during the 2020-21 budget year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2021.

Dated at Marshalltown, Iowa, this 23rd day of June, 2020.

Motion by Patten, second by Thompson, to adopt Resolution #2020-0022, Appropriation of Funds-FY2020-21.

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

Attest:

Steve Salasek
Board of Supervisors, Chairman

Nan Benson
Marshall County
Auditor and Recorder

17. Resolution #2020-0023-Advance Issuance of Payments FY 2020-21

The Board of Supervisors, pursuant to Section 331.506 (3a and b), Code of Iowa, may authorize the County Auditor and Recorder to issue payment when said Board is not in session for the following purposes:

1. Fixed charges including but not limited to, freight, express, postage, water, light, and telephone service or contracted services, after a bill is filed with the Auditor and Recorder.

2. Salaries and payrolls if the compensation has been fixed or approved by the Board. The salary or payroll shall be certified by the officer or supervisor under whose direction or supervision the compensation is earned.

Therefore Be It Resolved to authorize the County Auditor and Recorder to issue payments for the aforementioned when said Board is not in session.

Be it further resolved, all bills paid under provisions of Section 331.506 (3a and 3b), Code of Iowa, shall be submitted to the board for review and approval following the payment.

Dated at Marshalltown, Iowa, this 23rd day of June, 2020.

Motion by Thompson, second by Patten, to adopt Resolution #2020-0023, Advanced Issuance of Payments for FY 2020-21.

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

Attest:

Steve Salasek
Board of Supervisors, Chairman

Nan Benson
Marshall County
Auditor and Recorder

18. Please Complete Your 2020 Census Now—have you completed your 2020 Census yet? It only takes a few minutes to complete. The U.S. Constitution mandates the Census and it provides the information needed to determine local congressional representation and a critical funding source for our community. We won't have this opportunity again for another 10 years so your information counts now! You can simply go on online to: **my2020Census.gov**, call **1-844-330-2020 (English)** or **1-844-468-2020 (Spanish)** or **return your 2020 Census by mail**. Thank you to those who have completed the 2020 Census. Please encourage your friends and family to do the same! Governor Reynolds “**Key to the FUTURE Response Rate Challenge**” has begun!

Percentage of Completed 2020 Census by Cities in Marshall County, IA

City/Town In Marshall County, IA and 2018 5ry ACS total households	Percentage of Completed Census 6-18-20 Response Rate	Percentage of Change from Previous Date of June 9, 2020	“Key To Future Response Rate Challenge” With Population less than 5000 left to respond for 100% complete (estimate) Data from 6-3-20
Albion 252 households	64.2%	0%	90
Clemons 60 households	63.6%	0%	22
Ferguson 80 households	62.1%	0%	30
Gilman 203 households	65.7%	0%	70
Haverhill 73 households	68.1%	0%	23
Laurel 108 households	65.9%	+9%	37
Le Grand 367 households	69.8%	0%	112

Liscomb 120 households	61.1%	+8%	47
Melbourne 340 households	60.3%	0%	135
Rhodes 108 households	54.3%	0%	50
St. Anthony 25 households	43.5%	0%	14
State Center 583 households	64.3%	+1%	208

Name of City in Marshall County, with population over 5,000 and 2018 5ry ACS total households	Percentage of Completed Census	Percentage of Change from May 26, 2020	Difference between actual response and response 2020 goal (estimate) 82.8% 2020 goal estimate
Marshalltown 10,231 households	69.5%	5.7%	1,913

Marshall County 65.2 % (+.3) Response Rate

Lisa Gassman provided information on where we are on the Census and that progress is being made. She also reached out to the Township Trustees to assist with this process.

19. Public Forum— Nan Benson added that we are working on opening Marshall County but wanted to share that we are working with the Marshall County Court system to open hearings beginning July 13th and Jury Trials on September 14th. Due to Social Distancing there is only one Courtroom which can be used at the Max Building plus another which can be constructed with some modifications. We are looking at adding additional spaces.

Kim Elder said that it looks like we will be closing the Test Iowa Site on this Friday, June 26th. We had approximately 200 people tested per day. She is working with the State of Iowa to get a stock pile of PPE for health care providers. EMP Grant she has applied for she will receive about \$11,000 with match dollars getting to about \$30,000 to give us IT upgrades to Emergency Operation Center and Training Room.

Paul Geilenfeldt said the only road closure is on Taylor Ave near Beaman and Conrad. We will need to repave later in the week.

20. Adjournment--The next regular session is July 7, 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 **Wednesday, July 1, 2020 due to the holiday at 1:00 p.m.** There being no further business to come before the Board, the meeting was adjourned at 9:54 a.m.

Steve Salasek
Board of Supervisors, Chairman

Attest:

Nan Benson
Marshall County
Auditor and Recorder

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