

Marshall County Board of Supervisors

Regular Session March 27, 2024 at 9:00 a.m.

Courthouse, First Floor Meeting Room

1 E Main Street, Marshalltown, Iowa

AGENDA

1. Call to Order.

How to Participate in the meeting

The Board encourages the public to remain engaged and actively participate via the ZOOM process if they are unable to attend the meeting in person. Presenters may provide documentation electronically for inclusion during the meeting prior to the agenda deadline and are requested to participate via ZOOM. There are 4 available options to view and/or participate in the public meetings: Attend in person.

- View on YouTube. View live or replay later. MARSHALL COUNTY YOUTUBE https://www.youtube.com/channel/UC2SRE_isBm8PyHrZNXf3nsA
- Call in by Phone: 1- 312 - 626 - 6799, Meeting ID 871 3622 1316 Passcode 526957
- Zoom. Participate Live. [HTTPS://US02WEB.ZOOM.US/J/87136221316?PWD=Q0lDZXVVEHPLSVROA3LVVDVTCXHAQT09](https://us02web.zoom.us/j/87136221316?pwd=Q0lDZXVVEHPLSVROA3LVVDVTCXHAQT09)

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 podium and use the microphone, state your name and address 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 Chair 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.

2. Roll Call. Chair Heil, Vice Chair Salasek, Member Hibbs.

- Present:
- Absent:
- Attended By Zoom:

3. Pledge of Allegiance.

4. Approve Agenda.

Motion by _____, second by _____ to _____ agenda.

Roll call vote: Heil, Salasek, Hibbs.

5. Service Awards

25 Years:

- William Parker, Sheriff's Office, Deputy Sheriff

6. Proclamations

6.a. April is Sexual Assault Awareness Month.

Documents:

[SA AWARENESS MONTH 2024.PDF](#)

7. Consent Agenda:

7.a. Approve claims as audited

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 current month will be published as part of the first meeting of the following month.

7.b. Personnel Changes:

7.b.i. Status Change, Attorney's Office, Lisa Crouch, from Administrative Assistant to Victim Witness Coordinator, \$17.99/hr to \$22.84/hr, to Start On or After 4/1/2024.

Documents:

[NEW-CHG EMPLOYEE APPROVAL-LISA CROUCH VWC.PDF](#)

7.b.ii. Approve New Hire, Assistant to Engineer for the Marshall County Engineer's Office.

- Bruce Dieken, full time Assistant to Engineer, \$95,000 annual salary, to start on or after 4/15/2024.

Documents:

[BRUCE DIEKEN NEW EMPLOYEE.PDF](#)

7.c. File Manure Management Plans.

- Bill Havelka Site 3 #64515, 2833 Garwin Rd, Marshalltown, signed with no changes.
- Dennis A Anderson #62848, 1833 Main Street Rd, State Center, signed with no changes.
- PI-349 Finisher #67105, 1441 120th St, Clemons, signed with no changes.
- Edler Brothers Farm - Section 36 #58297, 1507 220th St, State Center, signed with no changes.
- BL Farms Inc - Larsen Site #67141, 73890 160th St, St Anthony, signed with changes.

Documents:

[MMP BILL HAVELKA SITE 3.PDF](#)
[MMP DENNIS A ANDERSON.PDF](#)
[MMP PI-349 FINISHER \(1\).PDF](#)
[MMP PI-349 FINISHER \(2\).PDF](#)
[MMP PI-349 FINISHER \(3\).PDF](#)
[MMP PI-349 FINISHER \(4\).PDF](#)
[MMP EDLER BROTHERS FARM SECTION 36.PDF](#)
[MMP BL FARMS LONG FORM.PDF](#)

7.d. Authorize Form of Allocation for the Marshall County Annex IRS Section 179D Tax Deduction for OPN Architects and Authorize Chair to Sign.

Documents:

[S179D CREDIT LETTER - MARSHALL CO ANNEX.PDF](#)

8. End of Consent Agenda. Roll call vote:

Motion by _____, second by _____ to _____ consent agenda.

Roll call vote: Heil, Salasek, Hibbs.

9. March 25-29 is Severe Weather Awareness Week in Iowa.

Documents:

[RELEASE_SWAW_LOCAL_24 UPDATED.PDF](#)
[SWAW24_851X315.PDF](#)

10. Resolution 2024-0011 Approval of FY2025 Proposed Property Tax Dollars.

Whereas, SF634, modified provisions governing the establishment and approval of county and city budgets by requiring an annual resolution to approve proposed property tax dollars, and

Whereas, the Marshall Board of Supervisors has considered the proposed FY2025 county property tax dollars for both General County Services and Rural County Services, and

Whereas, a notice concerning the proposed county property tax dollars was published as required and posted on county web site and/or applicable social media accounts, and

Whereas, a public hearing concerning the proposed county property tax dollars was held on March 25, 2024,

Now, Therefore, Be It Resolved by the Board of Supervisors of Marshall County that the proposed property tax dollars for General County Services and Rural County Services for FY2025 shall not exceed the following:

General County Services: \$12,652,289

Rural County Services: \$2,946,864

The Proposed Property Tax dollars requested in either General County Services or Rural County Services for FY2025 represents an increase of less than 102% (101.9) from the Proposed Property Tax dollars requested for FY2024.

Passed and approved this 27th day of March, 2024.

Motion by ___, second by ___ to adopt Resolution 2024-0011 Approval of FY 2025 Proposed Property Tax Dollars.

Roll Call Vote: Heil, Salasek, Hibbs.

Documents:

[RESOLUTION 2024-011 APPROVAL OF FY2025 PROPERTY TAX DOLLARS.PDF](#)

11. Set Public Hearing on Proposed 2023-2024 Marshall County Budget Amendment.

Motion by ___, second by ___, to set April 9, 2024, at 8:30 a.m., in the Marshall County Courthouse, BOS Meeting Room 1st Floor, 1 East Main Street, Marshalltown, Iowa, as the time and place to conduct the Proposed 2023-2024 Marshall County Budget Amendment Public Hearing and authorize the Marshall County Auditor and Recorder to publish notice of public hearing.

Roll Call Vote: Heil, Salasek, Hibbs.

12. Set Public Hearing on Proposed 2023-2024 Marshall County Decrease in Appropriations.

Motion by ___, second by ___, to set April 9, 2024, at 8:30 a.m., in the Marshall County Courthouse, BOS Meeting Room 1st Floor, 1 East Main Street, Marshalltown, Iowa, as the time and place to conduct the Proposed 2023-2024 Marshall County Decrease in Appropriations Public Hearing and authorize the Marshall County Auditor and Recorder to publish notice of public hearing.

Roll Call Vote: Heil, Salasek, Hibbs.

13. Set Public Hearing on Proposed 2024-2025 Marshall County Budget.

Motion by ___, second by ___, to set April 9, 2024, at 8:30 a.m., in the Marshall County Courthouse, BOS Meeting Room 1st Floor, 1 East Main Street, Marshalltown, Iowa, as the time and place to conduct the Proposed 2024-2025 Marshall County Budget Public Hearing and authorize the Marshall County Auditor and Recorder to publish notice of public hearing.

Roll Call Vote: Heil, Salasek, Hibbs.

14. Resolution 2024-0012 Marshall County Conservation Board User Fee Distribution.

Whereas, the Marshall County Conservation Board seeks to change the method by which it appropriates the funds it receives, and

Whereas, the Marshall County Board of Supervisors desires to preserve the integrity of funding the actions and programs of the Marshall County Conservation Board, and

Whereas, the Marshall County Conservation board collects numerous funds in the form of user fees, those being monies generated from conservation lands, operations and facilities, and

Whereas, it is the intent of the Marshall County Board of Supervisors to permit the Marshall County Conservation board to appropriate user fees into the Conservation Board Reserve Account, and

Whereas, it is the intent of the Marshall County Conservation Board to internally manage and use fees collected in the Reserve Account for infrastructure upkeep and repairs from which the fees were collected, and

Whereas, the appropriation of the user fees to the account is permitted under Iowa Code Section 350.6(2016)

Now, Therefore, Be It Resolved, the Marshall County Board of Supervisors hereby orders that all user fees received by the Marshall County Conservation Board, be appropriated to the Reserve Account to be used for Capital Improvements, Programming and Land Acquisition, per Iowa Code Section 350.6, from which the funds were collected beginning this 27th day of March, 2024.

Adopted this 27th day of March, 2024.

Motion by ___, second by ___ to adopt Resolution 2024-0012 Marshall County Conservation Board User Fee Distribution.

Roll Call Vote: Heil, Salasek, Hibbs.

Documents:

[RES 2024-0012 MCCB USER FEE DISTRIBUTION.PDF](#)

15. Resolution 2024-0013 Appoint the Marshall County Public Health Director as the Marshall County HIPAA Privacy Officer.

Whereas, Marshall County desires to appoint a privacy officer for policy and procedure implementation, as a contact person, and in carrying out other matters including decision making for purposes of complying with the Health Insurance Portability and Accountability Act, and

Whereas, such appointment and designation of the Marshall County Public

Health Director is in the best interest of Marshall County.

Now, Therefore, Be It Resolved by the Marshall County Board of Supervisors that the Marshall County Public Health Director is appointed and designated as the privacy officer to carry out the responsibilities listed above for the Marshall County group health policy plan.

Passed this 27th day of March, 2024.

Motion by ___, second by ___ to adopt Resolution 2024-0013 Appoint the Marshall County Public Health Director as the Marshall County HIPAA Privacy Officer.

Roll Call Vote: Heil, Salasek, Hibbs.

Documents:

[RESOLUTION 2024-0013 HIPAA PRIVACY OFFICER.PDF](#)

16. Approve 90 Day Notice to Tama County for Taveis Stevens, Planning and Zoning Director.

Motion by ___, second by ___ to approve a 90 day notice to Tama County for Taveis Stevens, Planning and Zoning Director.

Roll Call Vote: Heil, Salasek, Hibbs.

17. Approve Updated Buildings and Grounds Policies and Procedures.

Motion by ___, second by ___ to approve the updated Buildings and Grounds Policies and Procedures.

Roll Call Vote: Heil, Salasek, Hibbs.

Documents:

[BUILDINGS AND GROUNDS POLICIES AND PROCEDURES LB MARKUPS 2-27-24.PDF](#)

18. Approve Purchase of 2024 John Deere 772G Motor Grader with 6WD from Murphy Tractor and Equipment of Des Moines, IA for \$463,375.00.

Motion by ___, second by ___ to approve purchase of 2024 John Deere 772G Motor Grader with 6WD from Murphy Tractor and Equipment of Des Moines, IA for \$463,375.00. This will be paid for from the FY2025 Equipment Budget.

Roll Call Vote: Heil, Salasek, Hibbs.

19. Sheriff's Office and Jail Project Proposal. Discussion, Possible

Action.

Motion by ____, second by ____ to proceed with the Sheriff's Office and Jail project proposal.

Roll Call Vote: Heil, Salasek, Hibbs.

Documents:

[2024-03-21 PROPOSAL FOR DESIGN SERVICES.PDF](#)

20. Public Forum.

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 Wednesday, April 10, 2024, at 9:00 a.m., at the Courthouse, 1st floor meeting room, 1 E Main Street. 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, April 3, 2024, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at _____a.m.

Subscribe to receive Marshall County notifications: <http://www.marshallcountytia.gov/list.aspx>