

Marshall County Board of Supervisors
Regular Meeting June 18, 2025 at 9:00 a.m.
Courthouse, First Floor Meeting Room
1 East Main Street, Marshalltown, Iowa
MINUTES

The Marshall County Board of Supervisors met for the regular meeting according to the posted notices in the Courthouse, First Floor Meeting Room, 1 East Main Street, Marshalltown, Iowa, and online via ZOOM. Chair Hibbs called the meeting to order on June 18, 2025, at 9:00 a.m. Present: Chair Carol Hibbs, Vice Chair Jarret Heil, Member Kevin Goodman. Heil moved to approve the agenda second by Goodman. Motion carried 3-0.

Service Awards: June 2025

- Matias Sanchez, Sheriff's Office, Jailer

Pat White, Chief Jailer, thanked Matias for his 25 years of service and dedication to Marshall County.

Goodman moved to approve the Consent Agenda, second by Heil. Motion carried 3-0. Items:

1. Approve previous regular session minutes – June 4, 2025.
2. Approve previous special session minutes – June 11, 2025.
3. 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.

End of Consent Agenda.

Approve Transfer of Funds #955.

Motion by Heil, second by Goodman to approve transfer of funds #955, a quarterly transfer of no more than \$750,000.00 from the Rural Services Fund to the Secondary Roads Fund, but not to exceed the maximum transfer yet be above the minimum transfer amount required by Iowa Code 331.429(b). Motion carried 3-0.

Approve Transfer of Funds #956.

Motion by Goodman, second by Heil to approve transfer of funds #956, a one time transfer of \$619,200.00 from the General Basic Fund to the General Supplemental Fund to help with General Supplemental required expenditures and to maintain the appropriate fund balance. Maria Vargas-Gonzalez, Assistant Auditor/Recorder stated that this is an annual end of year item needed to maintain fund balances. Motion carried 3-0.

Resolution 2025-0018 Appropriation of Funds FY 2025-2026. Discussion, Possible Action.

Whereas, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning July 1, 2025, 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>Original Total Budget</u>	<u>Appropriation</u>	<u>% of Budget</u>
#01 Supervisors	269,480.00	134,740.00	50%

#02 Auditor and Recorder	1,280,079.80	640,039.90	50%
#03 Treasurer	946,170.01	473,085.01	50%
#04 County Attorney	2,125,936.98	1,062,968.49	50%
#05 Sheriff	8,752,770.00	4,376,385.00	50%
#08 Buildings and Grounds	1,224,840.00	612,420.00	50%
#09 Zoning	50,470.00	25,235.00	50%
#10 County Home Farm	7,500.00	7,500.00	100%
#15 Information Systems	798,910.00	399,455.00	50%
#16 GIS	315,185.00	157,592.50	50%
#19 General Assistance	15,500.00	7,750.00	50%
#20 County Engineer	11,578,650.00	5,789,325.00	50%
#21 Veteran Affairs	149,230.00	74,615.00	50%
#22 County Conservation	1,909,630.00	954,815.00	50%
#23 Local Health Board	234,370.00	117,185.00	50%
#24 Weed Eradication	27,230.00	13,615.00	50%
#25 Dept. of Human Services	42,300.00	21,150.00	50%
#28 Medical Examiner	215,650.00	107,825.00	50%
#31 District Court	466,100.00	233,050.00	50%
#33 County Library Contract	85,000.00	80,000.00	94%
#42 Gateway TIF	70,000.00	70,000.00	100%
#60 Mental Health Administration	4,000.00	2,000.00	50%
#70 Local Emergency Mgmt	2,072,500.00	2,072,500.00	100%
#84 County Capital Building	0.00	0.00	0%
#87 E-911 Towers	0.00	0.00	0%
#99 Nondepartmental	3,889,996.45	3,889,996.45	100%
Total	36,531,498.24	21,323,247.35	58.3% of Budget

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, 2025.

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 2025-2026 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 2025-2026 budget year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2026.

Dated at Marshalltown, Iowa, this 18th day of June, 2025.

Motion by Heil, second by Goodman to adopt Resolution 2025-0018 Appropriation of Funds FY 2025-2026. Heil provided clarification on this item. Resolution adopted 3-0.

Carol Hibbs
Carol Hibbs, 2025 08:22 CDT)
Carol Hibbs
Board of Supervisors, Chair

Attest: Nan Benson
Nan Benson, Auditor and Recorder

Resolution 2025-0019 Advance Issuance of Payments FY 2025-2026.

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 18th day of June, 2025.

Motion by Goodman, second by Heil to adopt Resolution 2025-0019 Advance Issuance of Payments FY 2025-2026. Vargas-Gonzalez stated that this is another annual item needed to allow the Auditor/Recorder to pay any regular billing for the end of the fiscal year. Resolution adopted 3-0.

Carol Hibbs
Carol Hibbs, 2025 08:22 CDT)
Carol Hibbs
Board of Supervisors, Chair

Attest: Nan Benson
Nan Benson, Auditor and Recorder

Donation to Marshalltown Fireworks. Discussion, Possible Action.

Motion by Heil, second by Goodman to donate \$2,000 to the Marshalltown fireworks. Heil stated he received a request for the donation and the Board of Supervisors have donated \$2,000 in previous years. Motion carried 3-0.

Assignment of County Board Liaisons. Discussion, Possible Action.

No action was taken on this item. Hibbs stated this item is intended to allow the Board of Supervisors to have more open communication with the Department Heads and to make sure

they are in the know about things going on in the different departments. It was noted that there will be a special meeting of the Board of Supervisors next Wednesday, June 25, 2025 to address fiscal year-end payments, during which this item will also be discussed further.

Approve Zoning Variance 2025-VAR-6026 for John & Marvis Landon Trust, Approved by the Zoning Commission on June 11, 2025, and Authorize the Chair to Sign.

Motion by Goodman, second by Heil to approve zoning variance 2025-VAR-6026 for John & Marvis Landon Trust, approved by the Zoning Commission on June 11, 2025, and authorize the Chair to sign. Tyler Kelley, Marshall County Planning and Zoning Director, provided clarification on this item and stated neighboring property owners agree with the approval as well. Motion carried 3-0.

Public Forum. Maria Vargas-Gonzalez let department heads know to keep an eye on their budgets and any large expenses they may have coming up since we are getting close to the end of the fiscal year.

Adjournment. The next regular session is scheduled for Wednesday, July 2, 2025 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/Recorder's Office, the Board of Supervisor's Office, or via email to the Board Clerk at bosclerk@marshallcountytia.gov, by Wednesday, June 25, 2025 at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at 9:21.

Carol Hibbs
Carol Hibbs 19, 2025 08:22 CDT)
Board of Supervisors, Chair

Attest: Nan Benson
Nan Benson
Marshall County Auditor / Recorder

2025-06-18 Reg BOS Meeting Minutes

Final Audit Report

2025-06-21

Created:	2025-06-18
By:	Sara Badger (sbadger@marshallcountya.gov)
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"2025-06-18 Reg BOS Meeting Minutes" History

-  Document created by Sara Badger (sbadger@marshallcountya.gov)
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-  Document emailed to chibbs@marshallcountya.gov for signature
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-  Email viewed by chibbs@marshallcountya.gov
2025-06-19 - 1:22:17 PM GMT
-  Signer chibbs@marshallcountya.gov entered name at signing as Carol Hibbs
2025-06-19 - 1:22:55 PM GMT
-  Document e-signed by Carol Hibbs (chibbs@marshallcountya.gov)
Signature Date: 2025-06-19 - 1:22:57 PM GMT - Time Source: server
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2025-06-21 - 11:12:55 PM GMT
-  Signer nbenson@marshallcountya.gov entered name at signing as Nan Benson
2025-06-21 - 11:13:28 PM GMT
-  Document e-signed by Nan Benson (nbenson@marshallcountya.gov)
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