

Marshall County Board of Supervisors
Regular Meeting August 13, 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 August 13, 2025, at 9:00 a.m. Present: Chair Carol Hibbs, Vice Chair Jarret Heil, Member Kevin Goodman. Goodman moved to approve the agenda second by Heil. Motion carried 3-0.

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

1. Approve previous regular session minutes – July 30, 2025.
2. 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.
3. File Manure Management Plans:
 - a. Bill Havelka Section 28 #61559, 1413 Wallace Ave, Marshalltown, signed with changes.
4. Personnel Changes:
 - a. New Hire: Angela Soto, Auditor/Recorder's Office, Auditor/Recorder Clerk – Accounting/HR, \$22.00 per hour, to start on or after August 18, 2025.
 - b. Change of Employee Status: Cassandra Gerstandt, Auditor/Recorder's Office, Auditor/Recorder Clerk to Auditor/recorder Assistant at \$24.85 per hour, effective August 18, 2025

End of Consent Agenda.

Resolution 2025-0021 A Resolution to Approve the Region 6 Housing Trust Fund 2026 Application Cash Contribution.

Whereas the Region 6 Housing Trust Fund can apply for \$455,199 of Iowa Finance Authority (IFA) State Housing Trust Funds if the trust fund secures \$113,800 of local contributions, and

Whereas the per capita state share for Marshall County is \$196,764 if \$49,191 of local assistance is secured, and Whereas there are currently 72 households on the waiting list for Marshall County and 62 of those are outside of the City of Marshalltown, and Whereas the IFA expects that 30% of the state funds be expended for households under 30% of the County median which is \$136,560 and it can be difficult some years to find projects under these income values, and

Whereas the Housing Trust Fund directly supports at least 8-10 construction jobs annually, and

Whereas all the applicants must have annual incomes under 80% of the county median as determined by HUD. NOW, THEREFORE, BE IT RESOLVED BY THE MARSHALL COUNTY BOARD OF SUPERVISORS:

Section 1: Marshall County will provide \$49,191 of cash assistance for the 2026 Region 6 Housing Trust Fund application. This assistance will be provided in FY 26/27.

Passed and approved this 13th day of August, 2025.

Motion by Goodman, second by Heil to adopt Resolution 2025-0021 A Resolution to Approve the Region 6 Housing Trust Fund 2026 Application Cash Contribution. Marty Wymore from Region 6 provided clarification on this resolution, which requests assistance in the amount of \$49,191 for the Region 6 Housing Trust Fund application. Resolution adopted 3-0.

Carol Hibbs

Carol Hibbs (Hibbs) 2025 13:30:37 CDT)

Board of Supervisors, Chair

Attest:

Nan Benson

Nan Benson, Auditor and Recorder

Resolution 2025-0022 Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Marshall County Sheriff's Office and Jail – Phase 1 Renovation.

Whereas, on the 4th day of August, 2025, plans, specifications, form of contract and estimate of cost were filed with the Auditor for the construction of certain public improvements described in general as the Marshall County Sheriff's Office & Jail - Phase 1 Renovation; and

Whereas, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law.

Now, Therefore, Be It Resolved by the Board of Supervisors of Marshall County, State of Iowa:

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

Passed and approved this 13th day of August, 2025.

Motion by Heil, second by Goodman to adopt Resolution 2025-0022 Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Marshall County Sheriff's Office and Jail – Phase 1 Renovation. Lucas Baedke, Buildings and Grounds Director, provided an update for this resolution. This resolution is meant to fulfill the requirements needed for the public bidding process for the Sheriff's Office and Jail – Phase 1 Renovation. Resolution adopted 3-0.

Carol Hibbs

Carol Hibbs (Hibbs) 2025 13:30:37 CDT)

Board of Supervisors, Chair

Attest:

Nan Benson

Nan Benson, Auditor and Recorder

Approve Purchase of a 2025 Land pride AP-SC6072 Mulcher from Central Iowa Farm Store in Marshalltown for \$14,250.

Motion by Goodman, second by Heil to approve the purchase of a 2025 Land Pride AP-SC6072 Mulcher from Central Iowa Farm Store in Marshalltown for \$14,250. Motion carried 3-0.

Approve Purchase of a 2025 OrangeLine SU35-14BK4RG Utility Trailer from Central Iowa Farm Store in Marshalltown for \$2,950.

Motion by Heil, second by Goodman to approve the purchase of a 2025 OrangeLine SU35-14BK4RG Utility Trailer from Central Iowa Farm Store in Marshalltown for \$2,950. Motion carried 3-0.

Approve Purchase of a 2025 Bandit Intimidator 18XP Chipper from Rexco Equipment in Cedar Rapids for \$75,481.60.

Motion by Heil, second by Goodman to approve the purchase of a 2025 Bandit Intimidator 18XP Chipper from Rexco Equipment in Cedar Rapids for \$75,481.60. Motion carried 3-0.

Approve Iowa Department of Transportation Agreement for County-State Traffic Engineering Program (C-STEP) Project, Agreement Number 1-25-CSTEP-029 and Authorize the Chair to Sign.

Motion by Goodman, second by Heil to approve an Iowa Department of Transportation Agreement for County-State Traffic Engineering Program (C-STEP) Project, Agreement Number 1-25-CSTEP-029 and authorize the Chair to sign. Paul Geilenfeldt, Marshall County Engineer, stated that they are tying this project together with the RISE project for spot improvements at the intersection of Highway 30 and Binford Avenue and that this agreement will provide funding from the Iowa Department of Transportation. Motion carried 3-0.

Canfield Avenue Vacation. Discussion, Possible Action.

There was no action taken on this item. Paul Geilenfeldt provided some information regarding the situation. Derrick Meyer, who lives just south of Highway 330 on Canfield Avenue, has had several instances of people trespassing and littering on his property. After a scary incident last month, Meyer would like to be able to put up a gate as close to Highway 330 as possible in order to deter people from coming onto the property.

Approve Tyler Technologies Memorandum of Understanding, Tyler End User Agreement, November 3, 2025 Through November 2, 2026 and Authorize the Chair to Sign.

Motion by Heil, second by Goodman to approve Tyler Technologies Memorandum of Understanding, Tyler End User Agreement, November 3, 2025 Through November 2, 2026 and Authorize the Chair to Sign. Kevin Huseboe, Marshall County Veterans Affairs Director, stated that this is an agreement with Tyler Technologies, which is the company that bought out VetraSpec, and is the software used to process veteran claims. Motion carried 3-0.

Public Forum. Mark Wyant spoke about Ridge Road and 260th Street and also provided a letter to the Board of Supervisors and Paul Geilenfeldt from a previous County Engineer regarding that area. Kim Elder, Marshall County Emergency Management Coordinator, introduced Matt Vogeler, who is the new part time employee working in her department.

Closed Session per Iowa Code 21.5 (1)(c) Pending Litigation.

- a. Motion by Heil, second by Goodman to go into closed session pursuant to Section 21.5, subsection 1, paragraph c, of the Code of Iowa, to discuss strategy with counsel in matters where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the county in that litigation. Marshall County has an attorney-client relationship with the Office of the Marshall County Attorney and Ahlers & Cooney P.C. Time: 9:52 a.m. Motion carried 3-0.
- b. Motion by Goodman, second by Heil to end closed session and return to open session. Time: 10:37 a.m. Motion carried 3-0.
- c. Motion by Heil, second by Goodman to proceed as discussed in closed session, directing staff and attorney's action. Motion carried 3-0.

Adjournment. The next regular session is scheduled for Wednesday, August 27, 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@marshallcountyiowa.gov, by Wednesday, August 20, 2025 at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at 10:38 a.m.

Carol Hibbs

Carol Hibbs, 2025 13:30:37 CDT)

Board of Supervisors, Chair

Attest:

Nan Benson

Nan Benson

Marshall County Auditor / Recorder

2025-08-13 Reg BOS Meeting Minutes

Final Audit Report

2025-08-18

Created:	2025-08-15
By:	Sara Badger (sbadger@marshallcountya.gov)
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-  Signer nbenson@marshallcountya.gov entered name at signing as Nan Benson
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