

MINUTES

Marshall County Board of Supervisors
Regular Meeting July 15, 2026, at 9:00 a.m.
Courthouse, First Floor Meeting Room
1 East Main Street, Marshalltown, Iowa

The Marshall County Board of Supervisors met for the Regular Meeting according to the notices posted, in the Courthouse First Floor Meeting Room 1 East Main Street, Marshalltown, Iowa, and online via ZOOM. Chair Heil called the meeting to order on July 15, 2026, at 9:00 a.m. Present: Chair Jarret Heil, Vice Chair Carol Hibbs, Member Christian Goodman. Goodman moved to approve the agenda second by Hibbs. Motion carried 3-0.

Service Awards:

- 15 Years – Lucas Baedke, Buildings & Grounds Director. Chair Jarret Heil recognized Lucas Baedke, Buildings & Grounds Director, for his 15 years of service. He noted the many challenges Baedke has overseen during his tenure, including recovery efforts following the 2018 tornado and numerous improvements to County facilities, and the ongoing project at the Sheriff's Office. Vice Chair Carol Hibbs thanked Baedke for his willingness to assist wherever needed, noting that many projects throughout County government ultimately involve the Buildings & Grounds Department. Member Christian Goodman also expressed his appreciation for Baedke's work and thanked him for sharing his knowledge of the Courthouse's history and preservation efforts.
- 25 Years – Eric Purvis, Secondary Roads. County Engineer Paul Geilenfeldt accepted the recognition on behalf of Eric Purvis. Geilenfeldt described Purvis as a dependable and valued member of the Secondary Roads Department, noting that although he serves as a truck driver, he also performs tire maintenance and numerous additional duties that contribute to the department's daily operations. He thanked Purvis for his dedication and 25 years of service to Marshall County.

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

1. Approve Previous Regular Session Minutes - July 1, 2026.
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 Auditor/Recorder's Quarterly Report, April through June 2026, Total: \$74,069.43.
4. File Manure Management Plans.
 - a. UPCHURCH FEEDERS, INC., #66010, 70508 US Highway 30, Colo, signed with no changes.
 - b. MUD CREEK FEEDERS, #67869, 33674 720th Avenue, Collins, signed with changes.
5. Personnel Changes.
 - a. Status Change(s): Tyler Standley, Secondary Roads Department, from Truck Driver 2 to Truck Driver 3, at \$33.75/hour, effective July 18, 2026.
 - b. New Hire(s): Ian Buchwald, County Attorney's Office, full-time Assistant County Attorney, \$90,000 annual salary, to start on or after August 3, 2026.

End of Consent Agenda.

Adopt Resolution No. 2026-0025 - Appointment of Ian Buchwald to the Position of Assistant County Attorney and Authorize Chair to Sign.

NOW THEREFORE, BE IT RESOLVED:

The Board of Supervisors Approves the Appointment of Ian Buchwald to the position of Assistant County Attorney in the Office of the County Attorney effective August 3, 2026.

This Resolution shall be in effect after approval and signature of the Board Chairman as required by law.

Dated at Marshalltown, Iowa, this 15th day of July 2026.

Jarret P Heil

Jarret P Heil (Jul 20, 2026 13:01:16 CDT)

Jarret Heil,
Board of Supervisors Chair

Attest:

Nan Benson

Nan Benson, Auditor/Recorder

Motion by Hibbs, second by Goodman to adopt Resolution No. 2026-0025 - Appointment of Ian Buchwald to the Position of Assistant County Attorney and Authorize Chair to Sign. Resolution adopted 3-0.

Assistant County Attorney Kiyoko Kieffer presented Resolution No. 2026-0026 appointing Ian Buchwald to the position of Assistant County Attorney. Kieffer explained the appointment was necessary to fill the Assistant County Attorney position responsible for handling the domestic violence misdemeanor docket. She stated Buchwald is a practicing attorney who resides in Marshalltown and expressed enthusiasm about adding him to the office, noting he would be a valuable addition to the County Attorney's staff.

Adopt Resolution 2026-0026 Approving an Amendment to a Chapter 28E Intergovernmental Cooperation Agreement Between Central Iowa Juvenile Detention Center and Marshall County.

WHEREAS, Marshall County previously entered into an Intergovernmental Agreement pursuant to Iowa Code Chapter 28E with Central Iowa Juvenile Detention Center (CIJDC) and other participating entities, which was filed with the Iowa Secretary of State on June 27th, 2012 as Filing Number M505282 and; WHEREAS, the participating entities have determined that updates, modifications, and amendments to the original 28E Agreement are necessary;

WHEREAS, Central Iowa Juvenile Detention Center has already officially approved and executed the proposed Amended 28E Agreement in accordance with all current requirements; and;

WHEREAS, this Board of Supervisors has reviewed the updated agreement, a copy of which is on file with the County Auditor, and finds that approving these updates is in the best interest of the County and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Marshall County, Iowa, as follows:

Section 1. The updated and amended 28E Intergovernmental Agreement by and between Central Iowa Juvenile Detention Center and the participating entities is hereby approved in all respects.

Section 2. The board appointed CIJDC representative is hereby authorized and directed to execute the updated Agreement on behalf of Marshall County.

Section 3. Upon execution by all parties, Central Iowa Juvenile Detention Center is directed to file the fully executed, amended Agreement with the Iowa Secretary of State as required by Iowa Code Section 28E.8.

Section 4. This resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND ADOPTED this 15th day of July 2026.

Jarret P Heil
Jarret P Heil (Jul 20, 2026 13:01:16 CDT)

Jarret Heil,
Board of Supervisors Chair

Attest: Nan Benson
Nan Benson, Auditor/Recorder

Motion by Goodman, second by Hibbs to adopt Resolution 2026-0026 Approving an Amendment to a Chapter 28E Intergovernmental Cooperation Agreement Between Central Iowa Juvenile Detention Center and Marshall County. Resolution adopted 3-0.

Supervisor Hibbs explained that the proposed amendment to the Chapter 28E Agreement was primarily administrative in nature and intended to update the organizational structure of the Central Iowa Juvenile Detention Center. She stated the amendment would clarify the participation of original member counties and address organizational changes that had occurred since 2012. Assistant County Attorney Kiyoko Kieffer reviewed the agreement and advised that the revisions were minor and acceptable.

Approve 28E Agreement Between Central Iowa Juvenile Detention Center and Marshall County and Authorize Chair to Sign.

Motion by Hibbs, second by Goodman to approve 28E Agreement Between Central Iowa Juvenile Detention Center and Marshall County and Authorize Chair to Sign. Motion carried 3-0.

Approve Temporary Use Agreement for 102 South Center Street, Marshalltown, during RAGBRAI and Authorize Marshall County to Sign.

Motion by Goodman, second by Hibbs to approve Temporary Use Agreement for 102 South Center Street, Marshalltown, during RAGBRAI and Authorize Marshall County to Sign. Motion carried 3-0. Sheriff Joel Phillips presented a temporary use agreement with First Interstate Bank for the use of the property located at 102 South Center Street, Marshalltown, during RAGBRAI. Phillips explained the property would serve as the staging location for the County's Incident Command Trailer and Emergency Operations Center on July 22 and 23. He stated the site would be staffed by personnel from the Sheriff's Office, Emergency Management, Marshall County Communications Center, fire departments, EMS, and other public safety agencies to coordinate weather monitoring, communications, and emergency response activities throughout the event. Phillips noted the equipment would be installed the morning of July 22 and removed after operations concluded on July 23. He further advised that County Attorney Jordan Gaffney had reviewed and approved the agreement. Board members discussed the anticipated setup and removal timeline and expressed appreciation to First Interstate Bank for allowing the County to utilize the property during RAGBRAI.

Approve Support for Marshall County Conservation's Letter of Intent for a Grant Application to the Martha Ellen Tye Foundation.

Motion by Hibbs, second by Goodman to approve \$10,000 in matching support for Marshall County Conservation's grant letter of intent to the Martha Ellen Tye Foundation for facility master planning, contingent upon approval by the Martha Ellen Tye Foundation Board. Motion carried 3-0.

County Conservation Director Emily Herring presented a request for Board support for a grant letter of intent to the Martha Ellen Tye Foundation to assist with funding a comprehensive Conservation facility master plan. Herring explained that when she began as Director three years ago, the department had numerous deferred maintenance and capital improvement needs. Staff conducted an inventory of facilities and identified maintenance issues and future improvement opportunities; however, a long-term strategic plan was needed to prioritize projects and strengthen future grant applications. Herring stated the proposed master planning project would include a comprehensive review of Conservation facilities and parks, conceptual designs, cost estimates, and public engagement through surveys distributed in multiple formats and languages. The total project cost is estimated at \$50,000. Herring provided that Conservation

has secured \$30,000 in funding and is seeking the remaining \$20,000 through grant funding and local support. Herring informed the Board that the Martha Ellen Tye Foundation was currently accepting letters of intent, with invitations for full grant applications expected by mid-August. She requested that the County commit \$10,000 in matching funds, contingent upon the Foundation approving the project, and indicated she intended to seek the remaining balance from another funding source. The Board discussed the project timeline, available Economic Development funds, and the value of having a comprehensive facilities plan to guide future improvements. County Auditor/Recorder Nan Benson confirmed approximately \$80,000 remained budgeted in the undesignated Economic Development fund and that no expenditures had yet been made during the current fiscal year. The Board expressed support for the request and agreed the project would benefit future planning efforts.

Approve Amendment of Fiscal Year 2027 Marshall County Secondary Roads 5-Year Plan and Authorize Chair to Sign.

Motion by Goodman, second by Hibbs to approve the amendment to the Fiscal Year 2027 Marshall County Secondary Roads Five-Year Plan and Authorize Chair to Sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt presented an amendment to the Fiscal Year 2027 Secondary Roads Five-Year Plan. He explained that the amendment was necessary because updated engineering estimates for the Oaks Avenue bridge replacement project exceeded the amount originally programmed. The project had been budgeted at approximately \$580,000, while the current opinion of probable cost was approximately \$714,782. Geilenfeldt noted the project is funded through the Highway Bridge Program (HBP) and updating the program would ensure the County remains eligible to receive the full federal funding allocation. He also reported the project is anticipated to be included in the November letting and expressed hope that a contractor would take advantage of winter construction opportunities if weather conditions permit.

Approve Supplemental Agreement for Additional Services No. 01 with Snyder & Associates, Inc. for Additional Design Services Related to the US 30, Binford Avenue, and 245th Street Improvement Project and Authorize Chair to Sign.

Motion by Hibbs, second by Goodman to approve Supplemental Agreement for Additional Services No. 01 with Snyder & Associates, Inc. for Additional Design Services Related to the US 30, Binford Avenue, and 245th Street Improvement Project and Authorize Chair to Sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt presented Supplemental Agreement No. 01 with Snyder & Associates, Inc. for additional engineering and design services related to the US 30, Binford Avenue, and 245th Street improvement project. He explained the supplemental agreement would compensate the consultant for additional design modifications and engineering work associated with the project. The Board inquired whether the project schedule had changed. Geilenfeldt reported that the project remains on schedule for October letting and that the County intends to establish an April 1, 2027, early start date to avoid construction activities beginning during the late fall.

Approve Federal-Aid Agreement for County Highway Bridge Program Project BROS-C064(152)--8J-64 for Bridge D-11 Replacement and Authorize Chair to Sign.

Motion by Goodman, second by Hibbs to approve Federal-Aid Agreement for County Highway Bridge Program Project BROS-C064(152)--8J-64 for Bridge D-11 Replacement and Authorize Chair to Sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt presented the Federal-Aid Agreement for replacement of Bridge D11 on 120th Street over Minerva Creek through the County Highway Bridge Program. He explained the agreement is a standard requirement for Highway Bridge Program projects and allows the County to receive federal funding for the bridge replacement. He noted the bridge has reached the point where replacement is necessary and is currently scheduled for a future construction letting.

Receive Petition Requesting a Portion of Brown Avenue to be Vacated.

Motion by Goodman, second by Hibbs to accept service of Petitioner Requesting a Portion of Brown Avenue to be Vacated. Motion carried 3-0.

County Engineer Paul Geilenfeldt presented a petition submitted by Kevin Blood and Alex Blood requesting the vacation of a portion of Brown Avenue. Using an aerial map displayed during the meeting, he identified the requested vacation area as the northern three-quarter mile section of Brown Avenue south of 245th Street, while explaining the southern quarter-mile adjacent to neighboring property owners would remain open. Geilenfeldt explained the petition requested the vacation of the roadway and advised that adjoining property owners had been consulted and had not objected to the request. He further explained that acceptance of the petition would initiate the statutory road vacation process, with a public hearing to be scheduled following publication requirements. During discussion, Board members reviewed the location of the requested road vacation and the surrounding properties. Geilenfeldt noted the request would not affect access to neighboring landowners and commented that roads no longer serving a public purpose may be appropriate candidates for vacation when supported by adjacent property owners.

Discussion and Possible Action Regarding Secondary Roads Employee Volunteer Participation for RAGBRAI in Marshalltown.

Motion by Hibbs, second by Goodman to approve one additional administrative leave day for all County employees who are required to work on July 22. Employees who are unable to work due to RAGBRAI-related closures will be placed on paid administrative leave for July 22. Motion carried 3-0.

County Engineer Paul Geilenfeldt requested guidance from the Board regarding Secondary Roads employees who had expressed interest in volunteering during RAGBRAI while Marshalltown serves as the overnight host community. He explained several employees had asked whether volunteering during the event could be considered a paid workday and stated his desire to encourage volunteerism. Geilenfeldt advised that Secondary Roads had already modified operations to minimize equipment traffic within Marshalltown during RAGBRAI. Heavy trucks would not operate in the event area, and employees using larger equipment would avoid the route whenever possible to promote public safety. The discussion expanded to include employees throughout County government who would be required to work during RAGBRAI. Sheriff Joel Phillips explained that while the Courthouse would be closed to the public, and personnel from the Sheriff's Office, Communications Center, and Emergency Management would continue working to provide traffic control, emergency response, communications, campground operations, and other public safety services. Phillips expressed concern that employees required to work should be treated fairly in comparison to employees whose offices would be closed. County Auditor/Recorder Nan Benson emphasized that the Courthouse closure had been approved for operational and logistical reasons associated with RAGBRAI and recommended adopting an approach that would be equitable for all employees while minimizing administrative complications. The Board discussed several alternatives, including compensating volunteers, granting an additional vacation day to employees required to work, and providing paid administrative leave. The Board reiterated that the purpose of closing the Courthouse was to reduce traffic, improve safety, and limit public access to the downtown area during RAGBRAI. The Board also discussed the financial and administrative implications of the various options before reaching consensus on a consistent approach applicable to all County departments.

Public Forum.

County Engineer Paul Geilenfeldt provided an update on ongoing Secondary Roads projects. He reported that a culvert failure on 280th Street (E63) northwest of Haverhill required the roadway to be closed after a void developed beneath the traveled portion of the pavement. Upon excavation, the culvert was found to be significantly deteriorated and determined to be unsuitable for reuse. Geilenfeldt explained that, rather than installing a standard metal pipe as a temporary solution, the County elected to purchase a polymer-coated metal pipe with an anticipated 100-year service life to avoid future roadway closures and additional replacement costs. He stated the pipe was expected to arrive the following week, after which installation would begin. Once reopened, the roadway would initially receive a rock surface over the culvert, followed by a hot-mix asphalt patch. He noted that any settlement occurring over the winter would be addressed as part of a scheduled paving project on E63 the following year.

Supervisor Hibbs inquired about the timeline for the planned improvements on the previously discussed Ridge Road matters. Geilenfeldt explained that recent weather had delayed construction activities, although survey work had begun and discussions with an adjacent property owner regarding the necessary right-of-way had been productive. He stated that excavation crews were currently committed through July, but anticipated construction would proceed once equipment became available. Geilenfeldt estimated the closure on 280th Street would likely remain in place for approximately two additional weeks, subject to weather conditions.

County Auditor/Recorder Nan Benson provided an update on the County website redesign project. She reported that County staff recently met with the website vendor to review the County's new website and Phase Two of the Conservation Department website. Benson stated that staff training was scheduled for August 4, with the County website anticipated to go live on August 4 or 5. She expressed appreciation for the work completed by County staff and the vendor to ensure consistency across department websites and noted that the project was entering its final stages.

Conservation Director Emily Herring encouraged members of the public to submit photographs of themselves and their families enjoying Marshall County parks and trails for possible use on the new Conservation website. She noted that while the department has many scenic photographs, additional images featuring park visitors would better showcase the recreational opportunities available throughout the county.

Emergency Management Coordinator Kim Elder reported that applications for disaster case advocacy related to the June 17 flooding event remain open for approximately nine more days. She explained that disaster case advocacy services are available regardless of income and assist residents with navigating insurance claims, recovery resources, and other available assistance. Individuals who complete the advocacy process may then be evaluated for additional Individual Assistance based on established income guidelines. Elder encouraged any residents affected by the June 17 wind and flooding event to apply before the deadline.

Elder also informed the Board that Emergency Management was working with the Iowa Department of Natural Resources regarding a privately owned dam near Clemons that sustained damage following recent heavy rainfall. She explained that while the structure is privately owned, a potential failure could affect downstream properties and Minerva Creek. Emergency Management continues coordinating with the property owner and the DNR to evaluate the situation and determine appropriate next steps.

Adjournment. The next Regular Session is Wednesday, July 29, 2026, at 9:00 a.m., Courthouse First Floor Meeting Room, 1 E Main Street, Marshalltown, IA. 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 22, 2026, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at 9:58 a.m.

Jarret P Heil

Jarret P Heil (Jul 20, 2026 13:01:16 CDT)

Jarret Heil,
Board of Supervisors Chair

Attest:

Nan Benson

Nan Benson, Auditor/Recorder

260715 Regular Meeting Minutes

Final Audit Report

2026-07-20

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"260715 Regular Meeting Minutes" History

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