MINUTES

Marshall County Board of Supervisors
Regular Meeting October 7, 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 posted notices 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 October 7, 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.

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

1. Approve Previous Regular Session Minutes – September 23, 2026.
2. Personnel Changes – Status Change(s):
    a. Tim Pansegrau, Marshall County Secondary Roads Department, from TD3 (Truck Driver 3) to B-OP 2 (B Operator 2), with a salary decrease from $33.75/hour to $33.48/hour, effective October 10, 2026.
        i. County Engineer Paul Geilenfeldt explained that Pansegrau's position change results in a temporary salary decrease because the union contract requires the position to be posted at BOP 2. He stated that Pansegrau must remain at BOP 2 for 90 days before advancing to BOP 3, despite previously held the BOP 3 position.
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.
4. File Manure Management Plans:
    a. Burt Farm & Livestock Co., #60557, 2747 170th Street, Marshalltown, signed with no changes.
    b. Edler Brothers Farm - Section 13, #62427, 1568 180th Street, Clemons, long form.
    c. Hatch Finisher Farm, #70460, 1431 AA Avenue, Gladbrook, long form.
    d. Mead Family Farms LLC, #61407, 2235 Summit Road, Marshalltown, long form.

End of Consent Agenda.

Proclamation for Domestic Violence Awareness Month.
Lisa Crouch, Marshall County Victim Witness Coordinator, read the Proclamation declaring October as Domestic Violence Awareness Month to the Board of Supervisors. She also announced that a domestic violence community forum, hosted in partnership with ACCESS and the Marshalltown Police Department, will be held at the Marshalltown Public Library on October 27, 2026, at 2:00 p.m. Additional information is available on the County's website.
County Attorney Jordan Gaffney discussed the County's victim services, including the roles of the two Victim Witness Coordinators, Lisa Crouch and Becci Fleming, who have received extensive training in domestic violence and related issues. He recognized ACCESS as the local victim services agency, providing free services to crime victims, including counseling and court accompaniment, without requiring a police report. Gaffney also noted that the County has two prosecutors who specialize in sexual violence and domestic violence cases, emphasizing the complexities of these cases and the importance of providing victim-centered services through partnerships with local agencies.

Discussion and Possible Action: 2027 Calendar – Board of Supervisors Meeting Dates and Non-Union Floating Holiday.
Motion by Goodman, second by Hibbs to approve the non-union floating holiday on December 27, 2027, and the 2027 Board of Supervisors meeting dates included on the Auditor/Recorder's 2027 business calendar. Motion carried 3-0.
The Board discussed the 2027 Board of Supervisors meeting dates and the non-union floating holiday. Feedback from County departments indicated a preference for December 27, 2027, over December 31, 2027, as the floating holiday. The Board also discussed scheduling considerations for departments with a mix of union and non-union employees.

Discussion and Possible Action: Accept Retirement of VA Commissioner, Robert Grimes; Appoint Vacancy; and Consider Recommendation to Reappoint Jeff Grimes.
Motion by Hibbs, second by Goodman to accept the retirement of VA Commissioner, Robert Grimes; appoint Jeff Grimes to fill the remainder of Robert Grimes' term ending December 31, 2027; and recommend Jeff Grimes for reappointment to a three-year term ending December 31, 2030. Motion carried 3-0.
Director of Veteran Affairs Kevin Huseboe announced the retirement of VA Commissioner Robert Grimes, who has served since 2018. Huseboe introduced Jeff Grimes, Robert Grimes' son, who will fill the remainder of his father's term. The Board expressed its appreciation for Robert Grimes' eight years of dedicated service to Marshall County and its veterans. Huseboe noted that Jeff Grimes would attend commissioner training and that the Veteran Affairs Commission had approved the appointment.

Approve MOU between Tyler Technologies, Inc. and Marshall County, Iowa, for Marshall County Veteran Affairs and Authorize the Chair to Sign.
Motion by Goodman, second by Hibbs to approve MOU between Tyler Technologies, Inc. and Marshall County, Iowa, for Marshall County Veteran Affairs and authorize the Chair to sign. Motion carried 3-0.
The annual cost was stated to be $1,099.00, and the agreement serves as a continuation of the previous Memorandum of Understanding (MOU).

Discussion and Possible Action: Temporary Non-Limited Accrual of Vacation Time for Donnie Box, III through June 30, 2027.

Motion by Goodman, second by Hibbs to approve temporary non-limited accrual of vacation time for Donnie Box, III through June 30, 2027. Motion carried 3-0.

County Engineer Paul Geilenfelt requested temporary approval to exceed the vacation accrual limit for Donnie Box III through June 30, 2027, while he transitions into the Assistant Superintendent position. Geilenfeldt explained that the temporary exemption would allow Box to continue learning his new role and assist with completing seasonal work without needing to take extended time off. He noted that the transition from a union to a non-union position, along with differences in vacation accrual limits, contributed to the issue. The temporary exemption is intended to provide time for Box to reduce his vacation balance before the deadline.

Approve Professional Services Agreement with WHKS & Co. for Topographic Survey of 235th Street Bank Erosion and Authorize the Chair to Sign.

Motion by Hibbs, second by Goodman to approve Professional Services Agreement with WHKS & Co. for Topographic Survey of 235th Street Bank Erosion and Authorize the Chair to Sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt explained that additional topographic surveying is needed for the consultant working on the FEMA-related bank erosion project on 235th Street. Due to tree coverage limiting the effectiveness of the County's GPS surveying equipment, WHKS & Co. will use a total station to complete the survey and provide the results to the consultant within the next few weeks. Geilenfeldt noted that the work will help keep the project moving forward and is eligible for FEMA reimbursement. The cost of the survey is $5,975.00.

Approve Supplemental Agreement for Final Design Services with Calhoun-Burns & Associates and Authorize the Chair and Engineer to Sign.

Motion by Goodman, second by Hibbs to approve Supplemental Agreement for Final Design Services with Calhoun-Burns & Associates and authorize the Chair and Engineer to sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt explained that the supplemental agreement with Calhoun-Burns and Associates covers final design services for Bridge D11 in Liberty Township, located on Minerva Creek. The project is anticipated to be let for construction in 2027.

Approve Marshall County Bridge Inspection and Rating Program Proposal – 2027 and 2028 with Calhoun-Burns & Associates and Authorize the Chair and Engineer to Sign.

Motion by Hibbs, second by Goodman to approve Marshall County Bridge Inspection and Rating Program Proposal – 2027 and 2028 with Calhoun-Burns & Associates and Authorize the Chair and Engineer to Sign. Motion carried 3-0.

County Engineer Paul Geilenfeldt explained that Marshall County enters into an agreement with Calhoun-Burns and Associates every two years to conduct bridge inspections. He noted that the firm has performed the County's bridge inspections for many years and that the County has been satisfied with its work.

Receive Petition Requesting Davidson Avenue to be Vacated South of 160th Street. Motion by Goodman, second by Hibbs to accept service of Petition Requesting Davidson Avenue to be Vacated South of 160th Street. Motion carried 3-0.
County Engineer Paul Geilenfeldt presented a petition from the adjacent landowners, Michael Hancock and Rex Christensen, requesting that a short section of Davidson Avenue south of 160th Street be vacated. Geilenfeldt explained that the approximately 400-foot section functions primarily as a driveway and that vacating the road would eliminate the County's need to maintain and rock the section.

Public Forum. County Engineer Paul Geilenfeldt reported that the County received information indicating loaded semis were crossing the five-ton-posted bridge on Oaks Avenue between 290th and 315th Streets. Due to safety concerns, the bridge was closed to prevent potential damage from overweight vehicles. The bridge is scheduled for letting through the Iowa Department of Transportation in November, with the possibility of winter construction depending on contractor availability. If winter construction does not proceed, the bridge may be reinspected to determine whether it can reopen with the existing five-ton weight restriction.
Auditor/Recorder Nan Benson reminded the public that the General Election will be held on November 3, 2026. Public testing is scheduled for October 12 at 9:00 a.m., and in-person absentee voting will begin October 16 at 8:00 a.m. Absentee voting hours, including extended evening and Saturday hours, were announced. Benson encouraged the public to visit the County's website or contact the Auditor/Recorder's Office with questions. She also announced the kickoff of the Marshall County United Way campaign, noting that campaign materials had been distributed to employees.

Adjournment. The next regular session is Wednesday, October 21, 2026, 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, October 14, 2026, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at 9:31 a.m.

Jarret P Heil
Jarret P Heil (Oct 23, 2026 09:36:22 CDT)
Jarret Heil
Board of Supervisors, Chair

Attest: Nan Benson
Nan Benson
Marshall County Auditor/Recorder

261007 BOS Minutes

Final Audit Report 2026-10-23

Created:	2026-10-21
By:	Aviana Rodriguez Nolte (arodriguez@marshallcountyia.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAq1h3SIxD7KorKpbf1eb7a_mBBewKSXn1

"261007 BOS Minutes" History

Document created by Aviana Rodriguez Nolte (arodriguez@marshallcountyia.gov)
2026-10-21 - 3:57:29 PM GMT

Document emailed to jheil@marshallcountyia.gov for signature
2026-10-21 - 3:57:34 PM GMT

Email viewed by jheil@marshallcountyia.gov
2026-10-23 - 2:35:26 PM GMT

Signer jheil@marshallcountyia.gov entered name at signing as Jarret P Heil
2026-10-23 - 2:36:20 PM GMT

Document e-signed by Jarret P Heil (jheil@marshallcountyia.gov)
Signature Date: 2026-10-23 - 2:36:22 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_TYPE

Document emailed to nbenson@marshallcountyia.gov for signature
2026-10-23 - 2:36:24 PM GMT

Email viewed by nbenson@marshallcountyia.gov
2026-10-23 - 4:17:42 PM GMT

Signer nbenson@marshallcountyia.gov entered name at signing as Nan Benson
2026-10-23 - 4:18:23 PM GMT

Document e-signed by Nan Benson (nbenson@marshallcountyia.gov)
Signature Date: 2026-10-23 - 4:18:25 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE

Agreement completed.
2026-10-23 - 4:18:25 PM GMT