

Marshall County Board of Supervisors
Regular Session Tuesday, January 31, 2023, at 9:00 a.m.
Marshall County Sheriff's Office Meeting Room, 3rd Floor 3B
2369 Jessup Avenue, 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?](HTTPS://US02WEB.ZOOM.US/J/87136221316?PWD=Q0LDEXVVEHPLSVROA3LVRDVTCXHAQT09)
PWD=Q0LDEXVVEHPLSVROA3LVRDVTCXHAQT09

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 microphone, state your name 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 - January and February 2023

Marshall County Attorney's Office:

- 20 Years of Service - James Sheetz
- 10 Years of Service - Kiyoko Kieffer

6. Oath of Office, Forest Reserve Inspector, Emily Herring

7. Consent Agenda:

7.a. Approve Regular Minutes of January 17, 2023, and Special Minutes of January 23, 2023.

Documents:

[2023-01-17_MINUTES REG MTG.PDF](#)
[2023-01-23_MINUTES SPC MTG.PDF](#)

7.b. 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.c. Personnel Changes:

7.c.i. Approve Change of Status, Sheriff's Office, Jailer, Jeff Grimes, from permanent full time to permanent part time, 29 hours per week, \$17.32 / hr, to start on or after January 31, 2023.

Documents:

[JEFF GRIMES CHANGE OF STATUS.PDF](#)

7.c.ii. Approve New Hire, Sheriff's Office, Jailer, Easton Swanson, permanent full time, 41.25 hrs/week, \$20.41/hr, to start on or after February 13, 2023.

Documents:

[EASTON SWANSON.PDF](#)

7.d. File Clerk of District Court Report: December 2022.

Documents:

[COURT REPORT DECEMBER 2022.PDF](#)

7.e. File Manure Management Plans

Edler Section 19 ID58296, 2146 Gerhart Ave State Center-with changes

Documents:

[EDLER SECTION 19 ID58296 2146 GERHART AVE STATE CENTER-WITH CHANGES.PDF](#)

7.f. End of Consent Agenda. Roll call vote:

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

Roll call vote: Heil, Salasek, Hibbs.

8. Approve Renewal Class C Retail Alcohol License (LC0040617), Jensen Golf, L.C., dba The Harvester Golf Club.

Motion by ___ second by ___ to (approve) Renewal Class C Retail Alcohol License (LC0040617), Jensen Golf, L.C., dba The Harvester Golf Club.

Roll call vote: Heil, Salasek, Hibbs.

9. Approve equipment purchase, four pup trailers. Discussion, possible approval.

Motion by ___ second by ___ to (approve) purchase of four Henderson 15' x 36 in. Mark E Body with CornHusker 2-Axle Pup Chassis from Henderson Products in Manchester, Iowa for \$71,551.00 each for a total purchase of \$286,204.00. Lead time is estimated at 12 months, purchase will be from the FY23-24 Equipment Budget.

Roll call vote: Heil, Salasek, Hibbs.

10. Approve Marshall County Purchasing Policy. Discussion, possible action.

The policy was last adopted September 13, 2022, following guidance from a federal program for participation in federal grants. Minor modifications have been made as per request of another program. The attached document shows the changes.

Motion by ___ second by ___ to (approve) Marshall County Purchasing Policy.

Roll call vote: Heil, Salasek, Hibbs.

Documents:

[PROCUREMENT POLICY 12-6-22 WITH CHANGES.PDF](#)

11. Set Public Hearing for the Proposed Property Tax Levy for Marshall County

Motion by _____, second by _____, to set March 1, 2023, at 9:00 a.m., in the Marshall County Sheriff's Office Meeting Room, 3rd Floor 3B, 2369 Jessup Avenue, Marshalltown, Iowa, as the time and place to conduct the Marshall County Property Tax Levy Public Hearing and authorize the Marshall County Auditor and Recorder to publish notice of public hearing.

Roll call vote: Heil, Salasek, Hibbs

12. Approve closure of certain offices to the public on February 20, 2023, in the 2nd floor of First Interstate Bank due to federal bank holiday.

Motion by ___ second by ___ to close county offices located in the 2nd floor First Interstate Bank to the public on February 20, 2023, due to the bank being closed for the federal holiday, President's Day. This change only affects the offices of the Assessor, Treasurer, Auditor/Record and Board of Supervisors. The previously scheduled staff training on that date will be rescheduled.

Roll call vote: Heil, Salasek, Hibbs

13. Special Session Feb 3, 2023 at 1:00 PM, at the MCSO Room 3B

Revised Budget Meeting Schedule - attached

Documents:

[2023-2024 DRAFT SCHEDULE DEPT BUDGET MEETINGS.PDF](#)

14. 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.

15. Adjournment.

The next regular session is Wednesday, February 15, 2023, at 9:00 a.m., at the Marshall County Sheriff's Complex, 3rd Floor Conference Room 3B. 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, February 8, 2023, at 12:00 p.m. There being no further business to come before the Board, the meeting is adjourned at _____ a.m.

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