

The Marion County Board of Supervisors met in regular session at 3014 E. Main St. Knoxville, IA 50138 on Tuesday, February 25, 2025 with Steve McCombs, Kisha Jahner and Jim Mueller present. Board of Supervisor Chair Jahner opened the regular session at 9:00 A.M.

Unless otherwise indicated, all the motions offered at this meeting were carried with the following vote:

Ayes: McCombs, Jahner, Mueller Nays: None Abstentions: None Absent: None

Agenda:

Mueller moved and McCombs seconded to approve the agenda as posted.

Communications: None

Public Comments:

1. Brian Phillips, 477 Hwy 92, Pleasantville IA, requested a status update regarding any further actions of creating an Engine Brake Ordinance in Marion County.

Consent Agenda:

McCombs moved and Mueller seconded to approve the consent agenda as follows:

1. Marion County Warrants #258055 - #258182 through 2/25/2025.
2. Marion County Board of Supervisor Regular Minutes: 2/11/2025
3. Marion County Board of Supervisor Special Session Minutes: 2/6/2025
4. Marion County Employee Salary Adjustments – Complete list available in the Human Resources Office.
5. Marion County Conservation Board Warrants #258018 - #258054 through 2/18/2025.

Business:

1. Darci Alt, Heart of Iowa MH Region, communicated the County's Stepping Up Innovator County Application had been accepted by the Stepping Up partners including the National Association of Counties, The Council of State Governments Justice Center and the American Psychiatric Association Foundation. The Stepping Up program is an Initiative to Reduce the Number of People with Mental Illness in Jails. The County's responsibility is data driven and not financial. The data is to be collected and organized by Heart of Iowa MH Region personnel. Jason Sandholdt, Marion County Sheriff, was supportive of the designation but requested Marion County Jail Administrator Reed Kious be consulted before approval. Alt indicated any unknown ramifications of the 7.1.2025 State of Iowa Mental Health reorganization should not affect the designation. Mueller moved and McCombs seconded to close discussion.

2. Karie Ellwanger, Marion County Zoning, presented an update regarding proposed Ordinance 2025-1. Ellwanger reported they had received confirmation from the Iowa Department of Transportation that no turn lane on Hwy 163 will be required and there had been conversation with adjoining landowner Dale Witzenburg with no further comments. McCombs moved and Jahner seconded to approve the 2nd Reading of proposed Marion County Ordinance 2025-1.

3. McCombs moved and Jahner seconded to approve waiving the 3rd Reading of proposed Marion County Ordinance 2025-1 and Final Approval Authorizing Publication and Zoning Map Amendment.

4. Anne Bacon, IMPACT Community Action, presented an update regarding Marion County resident usage statistics in 2024. Mueller moved and McCombs seconded to close discussion.

5. Mueller moved and McCombs seconded to set the FY26 Marion County Proposed Property Tax Public Hearing date on March 25, 2025.

6. McCombs moved and Jahner seconded to approve Resolution 2025-25 Marion County Safety Policy as follows:

WHEREAS, the Marion County Safety Committee was formed in August 2008, and,

WHEREAS, the Marion County Safety Committee maintains the written individual procedures for the types of hazard/issues that county employees will or could potentially be exposed to, and,

WHEREAS, the Marion County Safety Committee approved the Marion County General Safety Manual on February 19, 2025,

NOW, THEREFORE, BE IT AND IT IS HERBY RESOLVED by the Board of Supervisors, Marion County, Iowa, that the Marion County General Safety Manual hereby be adopted and approved.

7. Lisa Seddon, Marion County HR Manager, presented proposed Resolution 2025-26 including Employee Benefit Plans of Marion County, Iowa effective July 1, 2025. The proposed rates include the County covering the approximately 2% increase in Health Insurance rates and a 10% reduction in Dental Insurance rates. The County has an adequate Dental Fund Balance to account for the reduced Dental rates. Mueller requested an option be considered to include the County covering an equal dollar amount for single and family Dental Insurance rates. Seddon will update the options and present Resolution 2025-26 in the March 11, 2025 Board of Supervisor meeting. Mueller moved and McCombs seconded to close discussion.

8. McCombs moved and Mueller seconded Resolution 2025-23 Funding Agreement for Traffic Safety Improvement Program Project for Destination Lighting at Four Intersections as follows:

WHEREAS, various County paved roads are under the jurisdiction of Marion County and;

WHEREAS, various County to County paved road intersections is eligible for safety improvements and;

WHEREAS, a project, L-TSF-C063(152)--74-63, to install flashing red beacons on stop signs at 4 locations, 5 if funds remain and;

WHEREAS, state Traffic Safety Improvement Program funding is available through the Iowa Transportation Commission to fully fund a project;

NOW THEREFORE, BE IT RESOLVED, that a project to install flashing red beacons on stop signs for safety enhancements shall be initiated and the Board of Supervisors shall enter into Traffic Safety Improvement Program Funding Agreement No. 2026-TS-015 with the Iowa Department of Transportation.

9. Mueller moved and Jahner seconded to approve Resolution 2025-22 168th Place Bridge Replacement Supplemental Professional Services Agreement #2 as follows:

WHEREAS, Marion County has a bridge on Co. Rd. 168th Pl. between Vermont Dr. and the Monroe County line, bridge number 49277481 (NBIS 238961) over Cedar Creek and;

WHEREAS, this bridge is of an age and condition that it is in need of repair and/or replacement and;

WHEREAS, analysis and preliminary design of the bridge has been completed by Kirkham, Michael & Associates, Inc. as presented in the Agreement for Engineering Services and;

WHEREAS, final design of the bridge shall be completed by Kirkham, Michael & Associates, Inc. as presented in the Supplemental Professional Services Agreement #2 and;

NOW THEREFORE, BE IT RESOLVED the Board of Supervisors authorizes the County Engineer to execute and administer a contract with Kirkham, Michael & Associate, Inc. to perform the Consulting engineering services as defined in the attached Supplemental Professional Services Agreement #2.

10. McCombs moved and Mueller seconded to approve Resolution 2025-27 Marion County Road Department Junction 92 Shop Project – Change Order #3 (net decrease \$2,465.97) as follows:

WHEREAS; on November 28, 2023 Marion County received bids for the Marion County Maintenance Facility (the “Project”) described as the main shop at the Road Department’s Junction 92 Facility; and;

WHEREAS; Breiholz Construction Co., Calhoun Burns & Associates, and FRK Architects-Engineers, P.C. worked with Marion County on the proposed changes following the award of the contract on December 12, 2023;

WHEREAS; Marion County reviewed and accepted the Change Requests;

WHEREAS; the requests result in a net decrease of \$2,465.97 to the contract amount;

NOW THEREFORE, BE IT RESOLVED; that Marion County approve Change Order No. 3 of -\$2,465.97 for the Project with; Breiholz Construction resulting in a change in the contract sum from \$5,640,991 for the construction of a new Road Department shop in Marion County, IA to \$5,638,525.03.

11. Tyler Christian, Marion County Engineer, recommended termination of the current sinkhole engineering consultant agreement due to the services no longer being needed. Jared Harmon, Marion County Attorney, stated the standard notice was required per the contract and would have no impact on the current repair work taking place at the sinkhole. McCombs moved and Jahner seconded to approve Resolution 2025-24 Standard Consultant Contract Termination Notification Letter for Consulting Services provided by Appalachian Mining & Engineering, Inc. as follows:

WHEREAS, Marion County, Iowa entered into a Standard Consultant Contract with Appalachian Mining & Engineering, Inc. for Mine Inspection – Marion County, IA Mine Subsidence 2023 on 4/9/2024 and;

WHEREAS, the needs warranting these services have changed and Marion County no longer deems the services of the contract necessary and;

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors authorize the appointed Contract Administrator, the County Engineer, to terminate the contract under the provisions of the Standard Consultant Contract and execute the 30-day notification of Termination of Agreement via a letter.

12. Chris Nesteby, Marion County Facilities Director, presented a proposal for reorganization of administrative spaces involving the County locations of the Marion County Courthouse, 3014 E. Main and 2003 N. Lincoln all in Knoxville. The recommendation included the following:

a. Move County Offices out of the 3014 E. Main administrative building except EMA and turn it into leasable spaces for outside operations like DHS, DNR and State of Iowa.

b. BOS Offices move to 2003 N. Lincoln or the Marion County Courthouse. The Courthouse has one available administrative space opening on the 4th Floor. BOS Meetings move to the large training room at 2003 N. Lincoln with Facilities Department constructing risers for the BOS to use during meetings.

c. County Development Offices move to 2003 N. Lincoln after Carla Eysink's retirement to the area currently occupied by Heart of Iowa MH Region.

d. Facilities seek cost options for the 3014 E Main complex to connect to City of Knoxville sewer or upgrade the septic system.

e. County construct way finding signage for 3014 E. Main and 2003 N. Lincoln after administrative relocations.

Supervisor Jahner indicated a desire to move into the available 4th Floor Courthouse space. Supervisor McCombs to move to 2003 N Lincoln space. The Board had consensus to work with necessary departments towards relocating the BOS meetings at 2003 N. Lincoln for meetings after 7.1.2025.

Mueller moved and Jahner seconded to accept Chris's recommendation and layout plan for the workspace and put a preliminary due date of July 1, 2025 so that all moves are made and then available space for the State for the lease.

13. Supervisor Jahner requested further discussion regarding a Salary Study Project to establish a countywide salary/wage scale and job description updates. Jahner recommended the creation of a County Employee Taskforce to vet potential outside firms to conduct the project including a final recommendation to the BOS. Jahner recommended members being included from each of the County building locations and be non-elected officials as follows: Missy Poffenbarger – Courthouse, Tyler Christian – Road Department, Christina Van Vark – 2003 N. Lincoln, Michelle Kingrey – LEC, Chris Nesteby – 3014 E. Main. Mueller agreed with the concept and discussed Request for Proposals and timeline with the goal to complete the project a month prior to FY27 budgeting at a minimum. There was further discussion regarding duties of the Taskforce and expectations of the Project. Mueller moved and Jahner seconded to create a Taskforce to investigate a salary study for Marion County to be submitted back to the Board of Supervisors within a 60-90 day timeframe so the Board can consider a salary program or process to be implemented with the County prior to the next budget sessions.

14. Board of Supervisor Updates:

McCombs: HIRTA meeting

Mueller: None

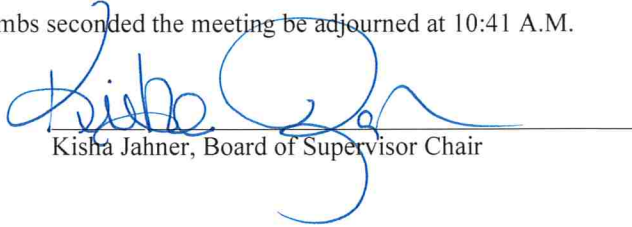
Jahner: EMA/E911 Budget meetings, Pella – LOSST Distribution Agreement

Adjournment:

There being no other business, Mueller moved and McCombs seconded the meeting be adjourned at 10:41 A.M.



Jake Grandia, County Auditor



Kisha Jahner, Board of Supervisor Chair