

The Marion County Board of Supervisors met in regular session at 2003 N. Lincoln St. Knoxville, IA 50138 on Tuesday, July 22, 2025 with Steve McCombs, Kisha Jahner and Jim Mueller present in-person. Board of Supervisor Chair Jahner opened the regular session at 9:00 A.M. The Pledge of Allegiance was recited.

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:

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

Communications:

1. Supervisor Mueller: Introduced the new Marion County Development Director - Dan Nieland

Public Comments:

1. Marion County Conservation Director Cale Edwards announced the new Roberts Creek Park Cabins are “open for business”.

Consent Agenda:

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

1. Marion County Warrants #259937 - #260078 through 7/22/2025.
2. Marion County Board of Supervisor Regular Minutes: 7/8/2025
3. Marion County Employee Annual Salary Adjustments – Complete list available in the Human Resources Office.
4. Marion County Conservation Board Warrants #259883 - #2599935 through 7/15/2025.

Business:

1. McCombs moved and Mueller seconded to approve the 2025 Marion County Fair Association VA Grounds Parking Agreement. Supervisor McCombs expressed thanks to the Marion County Attorney Office for providing the document and stressed the importance of all parties cooperating regarding the “haying” portion of the agreement.

2. Mueller moved and McCombs seconded to approve the 2nd Reading of proposed Marion County Ordinance 2025-5 rezoning from current A-1; Agricultural to A-R; Ag Residential to all for further rural residential development.

3. Mueller moved and McCombs seconded to waive the 3rd Reading and Authorize Final Approval including publication of Marion County Ordinance 2025-5.

4. McCombs moved and Mueller seconded to approve the 2nd Reading of proposed Marion County Ordinance 2025-6 amending Chapter 55 – Zoning.

5. McCombs moved and Mueller seconded to waive the 3rd Reading and Authorize Final Approval including publication of Marion County Ordinance 2025-6.

6. Mueller moved and Jahner seconded to approve Marion County Special Event Application – Knoxville Chamber of Commerce Knoxville Nationals Parade 8/9/2025.

7. McCombs moved and Mueller seconded to approve Marion County Special Event Application – Knoxville Area Community Hospital Girls Night Out 9/25/2025.

8. Mueller moved and McCombs seconded to approve Class C Retail Alcohol License with Outdoor Service for Countryside Properties of Iowa dba Countryside Wedding and Events – 1995 Hwy 5, Knoxville, IA 50138.

9. Mueller moved and McCombs seconded to approve the appointment of Marc Vande Noord as Marion County Representative to the City of Pella Building Code of Appeals term ending 8/1/2030.

10. Roy Richardson, Knoxville Senior Center representative, requested the Board 2025-2026 Travis Trust distribution amount of \$30,000 to the Knoxville Senior Center for the use in operations to benefit the seniors in the City of Knoxville. McCombs moved and Mueller seconded to approve the request of the \$30,000 distribution of Travis Trust monies.

11. McCombs moved and Mueller seconded to approve an Engagement Letter with Ahlers & Cooney P.C. for services related to the VA Campus development. Supervisor Mueller requested future agreements include a “term” of services.

12. Mueller moved and McCombs seconded to approve updated Marion County Iowa Medical Examiners Policy as follows:

Marion County Iowa Medical Examiner Policy

GENERAL POLICY: The Marion County Medical Examiner Office personnel are appointed by and paid by the Marion County Board of Supervisors in conjunction with The Marion County Public Health Department (MCPHD). Their duties are outlined by Iowa Code 331.802 and Iowa Administrative Code 641-127, the Iowa State Medical Examiner’s office and the most recent publication of the County Medical Examiner’s Handbook, published by the Iowa State Medical Examiner’s office. The business and financial oversight will be guided by Marion County policy.

APPOINTMENTS: The Marion County Board of Supervisors will appoint one County Medical Examiner (CME), up to two additional deputy county medical examiners (DCME), and up to four Medical Examiner Investigators (MEI). The Marion County Medical Examiner (CME), Deputy County Medical Examiners (DCME) and Medical Examiner Investigators (MEI) are considered independent contractors and are not employees of Marion County in that role.

PAYMENT OF PERSONNEL: The Marion County appointed Medical Examiner (CME) and Deputy County Medical Examiners (DCME) will be paid an annual compensation of \$7,500, divided into 4 quarterly payments of \$1875 in October, January, April and July in which the CME/DCME is active for all services required in IAC 641-127. This compensation considers duties shared by three physicians. Should there be a decrease in physicians covering duties, compensation will be adjusted as outlined below until medical examiner(s) are appointed to the vacant position(s). If there are two physicians, the appointed CME and DCME will be paid an annual compensation of \$11,250, divided into 4 quarterly payments of \$2,812.50 in October, January, April and July in which the CME/DME is active for all services required in IAC 641-127. If one physician is covering all duties, the CME/DCME will be paid an annual compensation of \$22,500, divided into 4 quarterly payments in \$5,625, in October, January, April and July in which the CME/DCME is active for all services required in IAC 641-127. The CME/DCME will be scheduled on a rotating system and provide coverage 24 hours a day, 7 days a week and 365 days of the year. The rotation calendar will be established each December for the following calendar year and will be made available to all Medical Examiner office staff, funeral homes, and other interested parties. Medical Examiner Investigators (MEI) are paid \$250.00 per event worked. This compensates for the investigation, completion, and submission of forms/reports as required in IAC 641-127. Each event will be logged in the local MEI local data spreadsheet and the Iowa State Medical Examiner’s website. All ME/ME-I reports will be submitted to the Marion Co. Attorney’s office as required by Iowa Code.

TRANSPORTS LOCALLY AND FOR AUTOPSY: Once the ME/MEI has completed their review of the case and the decedent, the removal of a body going to the funeral home, rather than IOSME, will be at the time and expense of the requested funeral home. The ME/ME-I will remain on scene to assist and provide appropriate necessary information. A designee to transport descendants for autopsy will be requested and mutually agreed upon by that entity and the Medical Examiner’s Office. The designee will be paid \$350 for initial transport from the scene to the Iowa State Medical Examiner’s Lab in Ankeny. If the same designee transports the decedent to and from The Iowa State Medical Examiner’s Lab in Ankeny that designee will be paid a total of \$500. These fees will include picking up decedent, wait time and transport to or from the State Medical examiner’s Lab in Ankeny. There is an understanding that occasionally there may be cases that present unusual circumstances and those will be reviewed on a case-by-case basis.

CREMATION PERMITS: Cremation permit fees will be paid directly to CME/DCME who completed the cremation permit. CME/DCME will be responsible for their own billing and collection process.

ME/MEI PREPARATION AND TESTIMONY: With pre-approval, the Marion County Medical Examiner may approve additional payment of no more than \$200 per diem plus mileage and travel expenses for cases which require preparation and testimony for the court on a case-by-case basis.

JURISDICTION DECLINED: With pre-approval, the Marion County Medical Examiner may approve additional payment of no more than \$100 per diem for jurisdiction declined cases that require more than usual minimal investigation and decision making on a case-by-case basis.

BUSINESS MANAGEMENT: The Medical Examiner Budget will be completed and managed by the Marion County Public Health Department (MCPHD), with oversight by the Marion County Medical Examiner. Fiscal processing will be managed by MCPHD, using the department's routine fiscal policies and processes, submission to the Marion County Auditor's office, and oversight within the established county system. MCPHD will bill other counties for medical examiner services and autopsies as needed. Revenue will be returned to the general fund in the Medical Examiner revenue budget. All information necessary for payment of MEIs and funeral homes, and for billing to other counties for services, will be documented on the Marion County Medical Examiner spreadsheet. The MCPHD Financial Program Manager and the Director will have access to that document. The MCPHD will generate warrants each month to submit payments using established rates to funeral homes, MEIs, Medical Examiner (quarterly), and Deputy Medical Examiners (quarterly) from these documents.

Allowable expenses will be paid when documentation is provided and approved by the County Medical Examiner. These expenses include but are not limited to; educational registration, continuing education related to medical examiner duties, county medical examiner dues, meals, and hotel expenses. CME/DCME/MEIs will be paid directly or reimbursed with submission of an expense voucher and itemized receipts. Limits are the same as allowable state rates. Reimbursements with itemized receipts will be submitted to the financial program manager at MCPHD to be reviewed and placed in the "bill box" to be paid. Bills need to be in the bill box by noon on the first Monday of the month for preparation and approval from the department director. Approved bills will be submitted to the County for payment. Approved bills are paid the week of the second Tuesday of the month. All bills should be submitted no later than the end of the month following the service rendered. All June bills must be submitted no later than July 15.

UNUSUAL CIRCUMSTANCES: If there are unusual circumstances not covered in this policy, IAC or the Medical Examiner's Handbook, any paid services will require prior approval of the Marion County Medical Examiner.

13. Scott Bridges, Superintendent of Twin Cedars and Melcher-Dallas School Districts, presented a request for a Shared School Resource Officer (SRO) with Marion County. The Board held discussion with Superintendent Bridges and Marion County Sheriff Jason Sandholdt regarding funding resources, grant hires, potential SRO time splits, compensation packages, equipment requirements, and benefits of having School Resource Officers. Roy Richardson, former school instructor, commented on the long-term benefits of having a School Resource Officer. Superintendent Bridges will continue discussion with his School Boards and Sheriff Sandholdt and return to the Board with further options. Mueller moved and McCombs seconded to close discussion.

14. Marion County Engineer Tyler Christian presented the details of a Junction 92 Road Department Shop Project Change Order. McCombs moved and Jahner seconded to approve Resolution 2025-77 Junction 92 Road Department Shop Change Order #5 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. has been presented the change order Calhoun Burns & Associates and FRK Architects-Engineers, P.C. worked with Marion County on to propose the changes following the issues that have arose;

WHEREAS; Marion County reviewed and accepted the Proposal Requests #15;

WHEREAS; the requests result in a net decrease of \$20,018.43 to the contract amount;

NOW THEREFORE, BE IT RESOLVED; that Marion County approve Change Order No. 5 of -\$20,018.43 for the Project with; Breiholz Construction resulting in a change in the contract sum from \$5,617,525.03 for the construction of a new Road Department shop in Marion County, IA to \$5,597,506.60.

15. Board of Supervisor Updates:

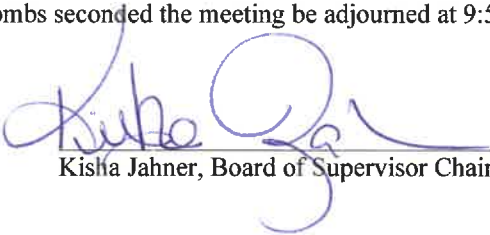
Mc Combs – HIRTA meeting this week, moved office to 2003 N Lincoln
Jahner – None
Mueller - None

Adjournment:

There being no other business, Mueller moved and McCombs seconded the meeting be adjourned at 9:51 A.M.



Jake Grandia, County Auditor



Kisha Jahner, Board of Supervisor Chair