

The Marion County Board of Supervisors met in regular session at 2003 N. Lincoln St. Knoxville, IA 50138 on Tuesday, August 12, 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: None

Public Comments: None

Consent Agenda:

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

1. Marion County Warrants #260080 - #260287 through 8/12/2025.
2. Marion County Board of Supervisor Regular Minutes: 7/22/2025
3. Marion County Employee Annual Salary Adjustments – No Salary Adjustments This Meeting

Business:

1. Marion County Zoning Director Missy Poffenbarger presented a Marion County Land Use Plan Amendment for Marion County Parcel 22876-015-00 located at 645 190<sup>th</sup> Ave., Pella, Iowa from A-1 Agricultural to M-1 Light Industrial as requested by Main Street Investors LLC. Mueller moved and Jahner seconded to approve the Land Use Plan Amendment.

2. Jahner opened a Public Hearing at 9:04 A.M. regarding Proposed Zoning Map Ordinance 2025-7: The request is to rezone the parcel located at 645 190<sup>th</sup> Ave., Pella, IA (Parcel 22876-015-00) from A-1; Agricultural to M-1; Light Industrial Restricted to allow for mini-storage units with one accessory “night watchman” dwelling. The property owner is: Main Street Investors, LLC. Legal Description: Parcel D of the Southeast Quarter of the Northeast Quarter of Section 36, Township 77 North, Range 19 West of the 5<sup>th</sup> P.M., Marion County, Iowa, Book 2024, Page 4375. Supervisor Mueller asked for clarification regarding the provision for hard surface entrances. Poffenbarger explained that is not applicable in this instance as the service road to the parcel is gravel. There were no public comments. Mueller moved and McCombs seconded to close the public hearing at 9:11 A.M.

3. Mueller moved and McCombs seconded to approve the 1<sup>st</sup> Reading of proposed Marion County Ordinance 2025-7 amending Zoning Chapter 55 to rezone the parcel located at 645 190<sup>th</sup> Ave., Pella, IA (Parcel 22876-015-00) from A-1; Agricultural to M-1; Light Industrial Restricted to allow for mini-storage units with one accessory “night watchman” dwelling.

4. McCombs moved and Mueller seconded to approve a Temporary Site Plan as presented by Marion County Zoning Director Missy Poffenbarger and requested by Chad Van Gorp dba Down on the Farm LLC for a Music Festival on 9/5/2025 – 9/6/2025 located on Land Parcels in the NE1/4, SW1/4 of SE1/4, SW1/4 of SW1/4, SE1/4 Section 14 - T77N - R18W.

5. Mueller moved and McCombs seconded to approve a 5 Day Class C Retail Alcohol License with Outdoor Service Application for Down on the Farm LLC., 366 240<sup>th</sup> Place, IA. 9/3/2025 – 9/8/2025.

6. McCombs moved and Mueller seconded to approve the appointment of Roy Richardson to the Aging Resources of Central Iowa Advisory Council.

7. Mueller moved and McCombs seconded to approve Resolution 2025-78 Designate Marion County Voting Representatives for the Iowa State Association of Counties (ISAC) as follows:

WHEREAS, Marion County (“County”) is a member of the Iowa State Association of Counties; and

WHEREAS, the ISAC Articles of Incorporation were updated in November 2024 to require the County to designate, through resolution by its Board of Supervisors, its County Voting Representatives; and

WHEREAS, only the designated County Voting Representatives have the power to vote on behalf of the County at ISAC; and

WHEREAS, the County Voting Representatives must be either elected county officials or the principal officer for each county department represented by an Affiliated Association of ISAC.

NOW, THEREFORE, BE IT RESOLVED that the Marion County Board of Supervisors, effective immediately, hereby designates the following persons as County Voting Representatives for ISAC:

- Iowa State Association of County Supervisors: Jim Mueller, Kisha Jahner, Stephen McCombs
- Iowa State Sheriffs’ and Deputies’ Association: Jason Sandholdt
- Iowa County Attorneys Association, Inc.: Jared Harmon
- Iowa State Association of County Auditors: Jake Grandia
- Iowa State County Treasurers Association: Michaela Bigaouette
- Iowa County Recorders Association, Inc.: Naomi Ellis
- Iowa County Engineers Association: Tyler Christian
- Iowa State Association of Assessors: Andrew Jenchel
- Iowa Emergency Management Association: Jeff Anderson
- County Conservation Directors Association of Iowa: Cale Edwards
- Iowa Environmental Health Association, Inc.: Linsey Spoelstra
- Iowa Counties Public Health Association: Linsey Spoelstra
- County Zoning Officials of Iowa: Melissa Poffenbarger
- Iowa Counties Information Technology Organization: Drew Claseman
- Iowa Association of County Commissioners and Veterans Service Officers, Inc.: Rob Bandstra

8. McCombs moved and Jahner seconded to approve Resolution 2025-79 Authorize FY26 Transfer of Funds from the Rural Basic Fund to the Secondary Road Fund as follows:

WHEREAS the Marion County Board of Supervisors approved the transfer of \$2,852,820 from the Rural Basic Fund to the Secondary Road under the FY 2025-2026 budget, and,

WHEREAS according to Chapter 331.432 of the Code of Iowa, the Board of Supervisors must approve the actual transfers,

THEREFORE, BE IT RESOLVED the transfer of \$2,852,820 from the Rural Basic Fund to the Secondary Road Fund be approved by the Marion County Board of Supervisors for the fiscal year of 2025-2026, and,

BE IT FURTHER RESOLVED the Auditor and Treasurer be instructed to make the said transfers in a timely fashion based off monthly tax revenues.

9. Mueller moved and McCombs seconded to approve Resolution 2025-80 Marion County Credit Card Authorization and Credit Limits as follows:

Be It Resolved, by the Board of Supervisors of Marion County, Iowa the following County departmental offices are hereby authorized to use a credit card through Marion County Bank with the credit limits as shown:

Marion County Public Health – Linsey Spoelstra	\$20,000
Marion County Public Health – Christina Van Vark	
Marion County Assessor’s Office – Andrew Jenchel	\$5,000
Marion County Attorney’s Office - Jared Harmon	\$30,000
Marion County Auditor - Jake Grandia	\$10,000
Marion County Conservation – Cale Edwards	\$20,000
Marion County Development Commission – Dan Nieland	\$5,000

Marion County Emergency Management – Jeff Anderson	\$20,000
Marion County Information Technology – Andrew Claseman	\$10,000
Marion County Maintenance – Christopher Nesteby	\$5,000
Marion County Secondary Roads – Tyler Christian	\$20,000
Marion County Secondary Roads – Tammy Warnick	
Marion County Sheriff – Jason Sandholdt	\$10,000
Marion County Sheriff – Troy Fisher	
Marion County Sheriff - Jeff McLaren	
Marion County Sheriff Reserves - President	\$1,000
Marion County Sheriff Reserves - Vice President	\$1,000
Marion County Sheriff Reserves – Treasurer	\$1,000
Marion County Human Resources – Lisa Seddon	\$5,000

10. McCombs moved and Mueller seconded to Receive and File the FY 2024-2025 Marion County Treasurer’s Report (7.1.2024 – 6.30.2025)

11. Tyler Christian, representing the Marion County Salary Study Task Force Committee, presented the results of the 2<sup>nd</sup> RFP for consulting services regarding a proposed countywide salary study. The Committee received 4 proposals and recommended The Austin Peters Group of Fort Collins, Colorado. Mueller moved and Jahner seconded to approve Resolution 2025-66 as follows:

WHEREAS, Marion County Board of Supervisors appointed a task force to develop a Request For Proposal (RFP) for a compensation study and appropriate timeline, and;

WHEREAS, this task force of staff from various department drafted the RFP, revised the draft after minimal submittals in June and subsequently solicited RFP’s again in July for professional consultant services for the compensation study and;

WHEREAS, the task force reviewed all proposals on Aug. 6 and selected a firm for recommendation to the Board of Supervisors based on the most recent submittals due on July 31 and;

NOW THEREFORE, BE IT RESOLVED the Board of Supervisors approve the recommendation by the compensation study task force to begin contract negotiations with The Austin Peters Group of Fort Collins, Colorado for the completion of the Marion County Compensation and Job Classification Study for professional consulting services as defined in the RFP.

12. Supervisor Mueller requested discussion regarding all the different boards and commissions operating throughout the County system. Mueller would like to see a central location listing all boards and commissions, memberships, responsibilities and authorities. The Board discussed benefits of this type of information for everyone to access assisting in efficient service delivery for all parties. Marion County Attorney Jared Harmon commented on the complexities of authority regarding some of these boards and commissions. Mueller offered to be a Board liaison regarding this type of information collaboration. Mueller moved and McCombs seconded to close discussion.

13. Supervisor Mueller requested discussion regarding standardization of all used County logos. Mueller commented on the County acting as a business and creating a unified identity for all users. Discussion involved use of different professional logos, placement of departmental names in the standard logo, website information, letterhead and implementation expenses. The Board did not see necessity for any further action. Mueller moved and Jahner seconded to close discussion.

14. Board of Supervisor Updates:

- Mc Combs – None
- Mueller – CIWD, Conservation
- Jahner – Board of Health

Adjournment:

There being no other business, Mueller moved and McCombs seconded the meeting be adjourned at 10:16 A.M.

  
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Jake Grandia, County Auditor

  
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Kisha Jahner, Board of Supervisor Chair