



MARION COUNTY encourages all citizens of the county to attend Board of Supervisors' meetings. Board of Supervisors' chambers are handicapped accessible a county staff members are available to provide assistance if needed. If you are hearing impaired, vision impaired, or a person with limited English proficiency and require an interpreter or reader, please contact us by noon on the business day prior to scheduled meetings to arrange for assistance (641 828-2231). TTY telephone service is available for the hearing impaired through Relay Iowa (800-735-2942). For questions about ADA compliance or related issues, contact Steve Edwards (641-828-2213 or 641-891-8225).

**\*PLEASE TURN OFF ALL CELL PHONES & BEEPERS IN THE BOARDROOM\***

**The following information is available for participating in the meeting electronically.**

**Please see instruction below:**

- All participants will be muted upon entering the meeting.
- Participants are asked to use the chat feature to let the meeting controller know that they would like to address the Board, either during the open comments segment or if attending the meeting to address the Board for a specific agenda item.

Marion County is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/88265623463?pwd=NXNZQ0JrLzJuckRMZWcyWkU0SkM2QT09>

Meeting ID: 882 6562 3463

Passcode: 624970

**MARION COUNTY BOARD OF  
SUPERVISORS REGULAR AGENDA**

**3014 E Main St, Knoxville, Iowa**

**July 12, 2022 9:00 A.M.**

I. **CALL TO ORDER AND ROLL CALL**

Kisha Jahner\_\_\_\_\_ Mark Raymie\_\_\_\_\_ Steve McCombs\_\_\_\_\_

## II. AGENDA –

1. July 12, 2022 Regular Session agenda.

### III. COMMUNICATIONS

IV. **PUBLIC COMMENTS:** This is the portion of our agenda during which we hear any public comment about any item **NOT** on the agenda below. If you are here to be heard on an agenda item, please wait for that item's discussion portion of the agenda to make your comment about the item. Thank you.



V. **CONSENT AGENDA** (All items listed under the consent agenda will be enacted by one motion.)

1. Marion County Claims through 7/12/2022.
2. Marion County Board of Supervisor Regular Session Minutes: 6/28/2022
3. Marion County employee salary adjustments. Complete list available in the Human Resource Office.

# VI. BUSINESS –

## 1. Public Hearing:

Prepared by Tyler R. Christian, P.E., Marion County Engineer, 402 Willetts Drive, Knoxville, Iowa 50138 Phone: (641) 828-2225 Fax: 828-7349

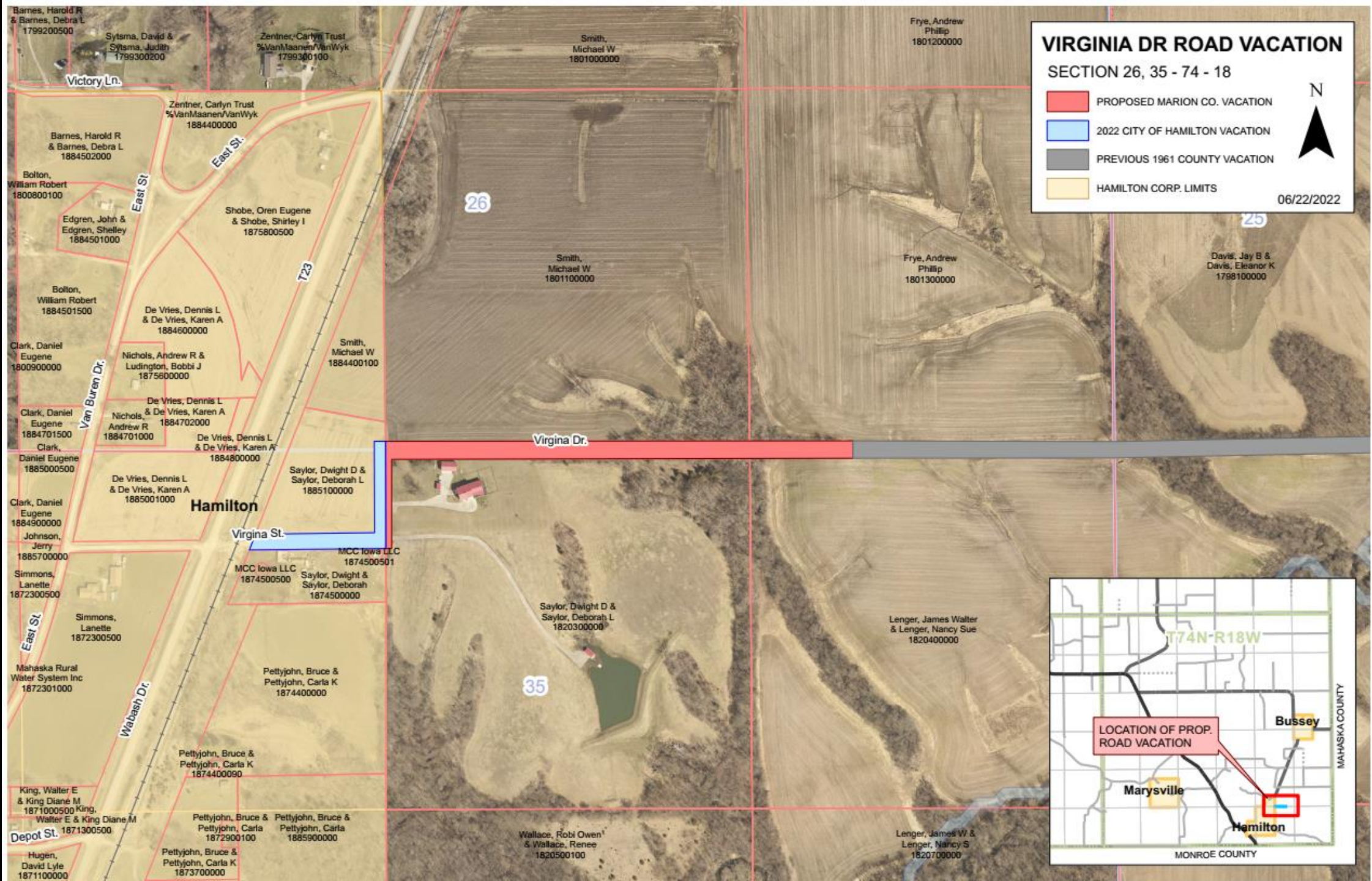
### Notice to Vacate

Be it resolved by the Marion County Board of Supervisors that the matter of vacating all or part of certain road rights-of-way as existing, in Marion County, Iowa and subject to the rights of ingress and egress of any and all existing utilities, being more particularly described as:

A segment of road no. 1084 established in 1911, located in the Southeast Quarter of Section 26, Township 74 North, Range 18 West, and the Northeast Quarter of Section 35, Township 74 North, Range 18 West, of the 5th P.M., locally known as Virginia Dr., and more particularly being described as beginning at a point 1,730 feet East of the Northwest Corner of the Northeast Quarter of Section 35, said point being the west end of a previously vacated segment of road on March 31, 1961, thence West and South including any and all county right-of-way lying East of the East line of the corporate limits of the City of Hamilton. Said tract is subject to the rights of ingress and egress of any and all existing utilities and any easements of record.

shall come on for hearing before the Marion County Board of Supervisors, 3014 E. Main Street in Knoxville, Iowa at 9:00 AM on the 12th day of July, 2022, and that notice of said hearing shall be given by Marion County not less than four (4) nor more than twenty (20) days prior to said hearing by one publication in an official newspaper of general circulation in Marion County, Iowa. You shall have the right to file in writing, per Iowa Code 306.14, any objections as well as the right to claim damages at any time on or before the date fixed for hearing and if not so filed the right to claim damages will be lost. If no objections are filed on or before the above named date, said road will be hereby closed and vacated. Please, do not hesitate to call the Marion County Engineers Office at (641) 828-2225 with any questions.

Chairman, Marion County Board of Supervisors



## 2. Resolution 2022-30:

### Road Vacation - Virginia Drive East of Hamilton

#### RESOLUTION NO. 2022-30

Whereas, a public hearing was held at 9:00 AM on the 12th day of July, 2022, in the office of the Marion County Board of Supervisors and,

Whereas, it being in the best interest of Marion County to vacate the segment(s) of road as advertised and,

Whereas, the segment(s) to be vacated are described in further detail below,

Now therefore be it resolved that, subject to the rights of ingress and egress of any and all existing utilities, A segment of road no. 1084 established in 1911, located in the Southeast Quarter of Section 26, Township 74 North, Range 18 West, and the Northeast Quarter of Section 35, Township 74 North, Range 18 West, of the 5th P.M., locally known as Virginia Dr., and more particularly being described as beginning at a point 1,730 feet East of the Northwest Corner of the Northeast Quarter of Section 35, said point being the west end of a previously vacated segment of road on March 31, 1961, thence West and South including any and all county right-of-way lying East of the East line of the corporate limits of the City of Hamilton. Said tract is subject to the rights of ingress and egress of any and all existing utilities and any easements of record.

Be hereby vacated

### 3. Discussion/action:

Central Iowa Regional Housing Agency (CIRHA) Report – Craig Agan

#### 4. Discussion/action:

Marion County Courthouse Grounds Special Event Application

- Knoxville Chamber of Commerce:

2022 Knoxville Nationals Parade 8/13/2022



## SPECIAL EVENT PERMIT APPLICATION FORM

1. SPONSOR Knoxville Chamber of Commerce  
ADDRESS 217 S 2nd St. Knoxville, TN 37903  
PHONE 615-828-7555
2. EVENT TYPE: (description) 2022 Knoxville Nationals Parade
3. EVENT CONTACT PERSON(S) Emma Skahill PHONE 615-828-7555  
ADDRESS 217 S 2nd St. E-MAIL director@knoxvillechamber.com
4. ON-SITE CONTACT PERSON(S) " PHONE 615-306-1766
5. EVENT LOCATION Downtown Knoxville
6. EVENT DATE 8/13 EVENT START TIME 11 a.m. EVENT END TIME 12:30 p.m.
7. SET UP TIME 10 a.m. TAKE DOWN TIME 1:30 p.m.
8. RAIN DATE/TIME n/a
9. RESTROOMS: NUMBER OF TOILETS BEING PROVIDED n/a  
LOCATION(S) OF TOILETS - n/a  
USE OF COURTHOUSE RESTROOMS REQUESTED? no
10. UTILITIES TO BE USED (LIST EQUIPMENT TYPES)(attach additional pages if necessary)  
Gazebo Electricity
- 10a. ELECTRICAL SOURCE Gazebo
- 10b. WATER SOURCE n/a

11. SECURITY City of Knoxville police department

12. SITE PLAN ATTACHED.

☒ YES ☐ NO

13. INDEMNITY AGREEMENT SIGNED AND ATTACHED.

☒ YES ☐ NO

14. INSURANCE CERTIFICATE ATTACHED.

☒ YES ☐ NO

15. DAMAGE DEPOSIT INCLUDED (AMOUNT \$ \_\_\_\_\_)

☐ YES ☒ NO

*I have read this Special Event Agreement and Application packet and have accurately and truthfully completed the Application. I agree that I will obtain any other permits necessary and will follow the guidelines and requirements set forth in the packet.*

Emma Skahill  
Signature

7/5/22  
Date

## INDEMNITY AGREEMENT

In consideration for the granting of permission by the County of Marion, Iowa to the undersigned for the use of the following described property:

Gazebo

For the following purpose only:

2022 Knoxville Nationals Parade

On the following date(s):

8/13/22

The undersigned agrees to defend, indemnify and hold harmless the County of Marion, its agents, officers and employees, from and against any and all claims for injury or damages to persons or property arising out of or caused by the use of such property.

The undersigned further agrees upon receipt of notice from the County of Marion to defend at its own expense the County of Marion, its agents, officers and employees from any action or proceeding against the County of Marion, its agents, officers or employees arising out of or caused by the use of such property. The undersigned agrees that a judgment obtained in any such action or proceeding shall be conclusive in any action by the County, its agents, officers or employees against the undersigned, when so notified as to the undersigned's cause of the injury or damage, as to the liability of the County, its agents, officers and employees to the plaintiff in the first named action, and as to the amount of the damage or injury. The County of Marion, its agents, officers and employees may maintain an action against the undersigned to recover the amount of the judgment together with all the expenses incurred by the County, its agents, officers and employees in the action.

I HAVE READ THIS INDEMNITY AGREEMENT, I UNDERSTAND THE EFFECT OF THIS INDEMNITY AGREEMENT, I AM AUTHORIZED TO SIGN THIS INDEMNITY AGREEMENT, AND I AM SIGNING THIS INDEMNITY AGREEMENT VOLUNTARILY.

Dated this 5 day of July, 2022.

Organization: Knoxville Chamber of Commerce

By: Emma Skuhill

Title: Director

## 2022 NATIONALS PARADE ROUTE

SATURDAY, AUGUST 13

11:00 AM



PARADE LINE UP

PARADE ROUTE

NO PARKING STARTING AT 6:00 AM

ROUTE BEGINS AT MAIN & ROCHE, AND ENDS AT ROBINSON & HARLAN.





## 5. Resolution 2022-64:

### FY23 Iowa Community Assurance Pool (ICAP) Proxy Designation and Renewal Coverages

#### Marion County Resolution 2022-64

Whereas, Marion County, Iowa, is a member of the Iowa Communities Assurance Pool for insurance purposes, and

Whereas, it is in the best interest of the County to nominate and appoint the following individual and alternate to represent the Member with the Iowa Communities Assurance Pool, and

Whereas, the individual and alternate shall act as liaison between the County and Iowa Communities Assurance Pool for the purposes of relating risk reduction and loss control information, and any other information or instructions concerning the obligations of the County imposed by signing the Iowa Risk Management Agreement and the rules and regulations established thereunder.

Now, therefore be it Resolved by the Board of Supervisors of Marion County, Iowa the following be nominated and approved to act in such manner.

Individual – Jake Grandia, Marion County Auditor

Alternate – Dani Graves, Marion County Auditor's Office

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

## 6. Appointment:

### Marion County Medical Examiner Investigator - Dawn Bender, RN



2003 N. Lincoln St. • PO Box 152  
Knoxville, IA 50138  
P: 641.828.2238 F: 641.842.3442  
[www.marionph.org](http://www.marionph.org)

June 21, 2022

From: Dr. Earl McKeever – MD., Marion Co. Medical Examiner

To: Marion Co. Board of Supervisors

I would like to add Dawn Bender, RN, as a Medical Examiner Investigator to our organization in Marion County. Dawn will respond when needed for ME/ME-I calls and is able to attend the ME-I trainings as directed by the Iowa State Medical Examiner's office in a timely manner. We continue to work with the Iowa Office of the State Medical Examiner to assure all Marion County ME's/ME-I's are well trained on IOSME processes and procedures.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink that reads "E McKeever MD". The signature is written in a cursive, flowing style.

Dr. Earl McKeever

## 7. Discussion:

### Prairie Ridge Project Update

## 8. Discussion/action:

VA Demolition Project Change Orders and Update

9. Resolution 2022-69:

Marion County Deputy Recorder Appointment

10. Discussion/action:

VA Campus Property Phase 1 City of Knoxville Rezoning

## VETERANS DISTRICT PHASE ONE MASTER PLAN – PHASE 1

This is the first development phase for the 152-acre former VA Hospital site. The site is owned by Marion County, but is being developed by the City of Knoxville through a 28E agreement.

The three planning policy documents that are relevant to the preparation of the master plan for Phase 1 include:

- *The Knoxville Comprehensive Plan, 2017*
- *The Veterans District Land Use Strategy, 2019*
- *The Confluence Concept Plan for the Veterans District, 2020*

The most relevant of these to the preparation of the Master Plan for Phase 1 is the *Concept Plan for the Veterans District*.

The portion of the Concept Plan pertaining to Phase 1 is shown below:



The predominant features of the Concept Plan in this area are:

- Veterans Park,
- The proposed RH (Row Housing) land use, and
- The development of a new Veterans Boulevard aligned with and generally conforming to the existing Park Avenue to the south.

The proposed RH land use would allow for the development of Row Houses, which can be best described as being town houses in which parking is accessed from the rear of the property (i.e., the alley).

The preliminary plat for the Phase 1 area is shown as follows:



Veterans Park is to be developed in the same general location as that recommended in the Concept Plan. The proposed park is slightly larger (i.e., deeper) than the Concept Plan.

The 68 lots shown in the preliminary plat range between 50 and 60 feet in width and 98 and 110 feet in depth. They have paved 20-foot-wide alleys at the back of the lots that provide for vehicular access and parking.

Veterans Boulevard has been relocated to the Park Avenue location and is being developed as a true boulevard.

The area located to the East of Veterans Boulevard has been reconfigured to accommodate a required water retention area on the eastern edge of the site. This reconfiguration also maximizes the number of lots that face the boulevard.

### PUD Zoning



The proposed PUD Zoning is designed to accommodate Row Housing development as contemplated in the Concept Plan, but is also designed to accommodate Single Family and Duplex development on smaller lots. For example:

Single Family	A minimum 50-foot lot and a minimum lot area of 5,000 SF (9 Net UPA)
Duplex	A minimum 60-foot lot and a minimum lot area of 7,200 SF (12 Net UPA)
3-unit Row House	A minimum 100-foot lot and a minimum of 10,000 SF lot area (13 Net UPA)

This land use flexibility was an important concept approved in the *Veterans District Land Use Strategy*. Phase I can be built out using a combination of three lower density housing types, depending upon market demand. The PUD zoning anticipates a mix of housing types in Phase 1, with the unifying design elements being the continuous pedestrian frontage along the street and the location of on-site parking in the rear of the lots.

The proposed rezoning will accommodate between 68 and 102 dwelling units on the 68 lots that will be created.



11. Discussion/action:

Marion County Employee Recognition Program



Wendy Bingham, Public Health Dept.  
Evan Gladfelter, Sheriff's Office  
Ryan Groenendyk, Road Dept.  
Paige Harsin, Maintenance Dept.  
Lacie Kinney, Public Health Dept.  
Erin Lang, Public Health Dept.  
Seth Norton, Sheriff's Office  
Mia Schrader, Sheriff's Office  
Derek Seddon, Maintenance Dept.  
Charity Smith, Treasurer's Office  
Melissa Woodhouse, Public Health Dept.  
Darcy Woodland, Public Health Dept.





Troy Bouma, Sheriff's Office  
Stephanie Knox, Assessor's Office





Tyson Fisher, Road Dept.  
Glen Hunt, Road Dept.  
Michelle Jerkins, Attorney's Office  
Angel Mann, Sheriff's Office  
Jeffrey Moon, Road Dept.  
Brian Van Vark, Road Dept.  
Christina Van Vark, Public Health Dept





Troy Fisher, Sheriff's Office  
Brian Hatch, Road Dept.  
Michael Kalkwarf, Conservation Dept.  
Michael Kuhn, Veteran Affairs  
Valerie Kuiper, Sheriff's Office



## 12. Board of Supervisor Update

VII. **BOARD OF SUPERVISOR ADJOURNMENT**