



MARION COUNTY encourages all citizens of the county to attend Board of Supervisors' meetings. Board of Supervisors' chambers are handicapped accessible and county staff members are available to provide assistance. 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).



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

If you wish to participate 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/84125483293?pwd=eE91OUIQUGs3MWhjeTdjNDdaTW5HZz09>

Meeting ID: 841 2548 3293

Passcode: 075870



MARION COUNTY BOARD OF SUPERVISORS REGULAR AGENDA

3014 E Main St, Knoxville, Iowa

July 25, 2023 9:00 A.M.



I. CALL TO ORDER AND ROLL CALL

Mark Raymie _____

Steve McCombs _____

Kisha Jahner _____



II. AGENDA

1. July 25, 2023 - Regular Session Agenda



III. COMMUNICATION



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 7/25/2023.
2. Marion County Regular Session Board of Supervisor Minutes: 7/11/2023
3. Marion County employee salary adjustments. Complete list available in the Human Resource Office.
4. Marion County Conservation Board Warrants #250948 – #250991 through 7/18/2023.



VI. BUSINESS:

1. Discussion/action:

Remove 1/3/2023 Organizational Meeting Agenda Item #23 as Tabled Item –
Appointments: Marion County Memorial Hall Commissioners - Knoxville



2. Discussion/action:

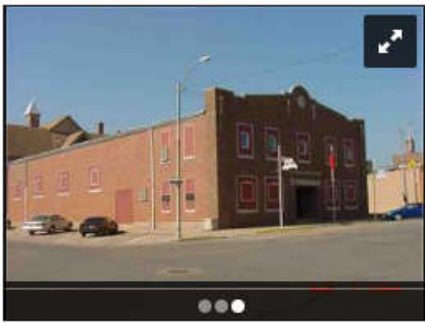
Appointments – Marion County Memorial Hall Commissioners – Knoxville

- Bob Bingham: term ending 12/31/2024 (TFV - new appointment)
- Jack Spaur: term ending 12/31/2023
- Dick Reed: term ending 12/31/2023
- Steve Hatch: term ending 12/31/2024
- Bill Pitt: term ending 12/31/2023
- vacant position



3. Discussion/action:

- Memorial Hall Roof Repairs – 320 E Robinson St. Knoxville, IA



4. Discussion/action:

Marion County Courthouse Grounds Special Event Application

- Knoxville Chamber of Commerce: Knoxville Nationals Parade

– 8/12/2023



SPECIAL EVENT PERMIT APPLICATION FORM

RECEIVED

JUL 13 2023

MARION CO. AUDITOR

1. SPONSOR Knoxville Chamber of Commerce

ADDRESS 107 E. Main St. Knoxville

PHONE 641-891-7912

2. EVENT TYPE: (description) Knoxville Nationals Parade

3. EVENT CONTACT PERSON(S) Nathan Sage PHONE 641-871-0233

ADDRESS 107 E. Main St. Knoxville E-MAIL director@knoxvillechamber.com

4. ON-SITE CONTACT PERSON(S) lc PHONE 11

5. EVENT LOCATION Downtown Knoxville

6. EVENT DATE 8/12/23 EVENT START TIME 11am EVENT END TIME 1pm

7. SET UP TIME 10am TAKE DOWN TIME 1:30pm

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)

PA system for KNIA Announcer

10a. ELECTRICAL SOURCE Requesting permission to use the Gazebo for the KNIA Announcer

10b. WATER SOURCE

11. SECURITY City of Knoxville Police

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.

[Signature]
Signature




7-12-23
Date

2023 Nationals Parade Route

Saturday, August 12th

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. Discussion/action:

Agreement for Codification Services 2023 – Local Government
Professional Services, Inc. dba Iowa Codification



**LOCAL GOVERNMENT PROFESSIONAL SERVICES, INC.
DBA IOWA CODIFICATION**

114 E. 5th Street
P.O. Box 244
Storm Lake, Iowa 50588
(641) 357-7596

AGREEMENT FOR CODIFICATION SERVICES

Iowa Codification, hereinafter referred to as the COMPANY, and Marion County, Iowa, hereinafter referred to as the COUNTY, hereby agree as follows:

**ARTICLE I
NEW CODE PREPARATION**

1.1 The COUNTY agrees to provide the following to the COMPANY: One (1) copy of all ordinances that have not been incorporated into the COUNTY's Code of Ordinances, a current copy of the COUNTY's existing code, and a list of any other special subjects not presently covered by the existing Code of Ordinances, but which are to be included in the new Code of Ordinances.

1.2 As part of the new code preparation, the COUNTY agrees to respond to questions posed in a Code Editor's Review Report that will be prepared after the COMPANY's review of the COUNTY's existing Code of Ordinances and materials provided pursuant to Section 1.1 hereof. The Code Editor's Review Report may include, but is not limited to, questions relating to specific code sections and chapters, suggested topics for further review, and sample language for the COUNTY to consider. The COUNTY agrees to review and respond to the materials provided in the Review Report and forward requested information to the COMPANY within 120 days after receipt of the Review Report.

1.3 The COMPANY agrees to furnish one (1) copy of a comprehensive draft Code of Ordinances, based on the COMPANY's copyrighted model Code of Ordinances and the materials provided by the COUNTY pursuant to Sections 1.1 and 1.2 hereof.

The parties hereto agree that all material provided by the COMPANY during preparation of the new code remains the property of the COMPANY and shall not be duplicated, copied, or in any fashion reproduced, in whole or in part, except for purposes of review by COUNTY officials, without the express written consent of the COMPANY.

1.4 The COUNTY agrees to review and modify the draft Code of Ordinances and to return the edited draft copy to the COMPANY within ninety (90) days after receipt of the draft Code.

1.5 A second draft code following the first draft will not be provided unless requested by the COUNTY. If a second draft is requested, the COUNTY agrees to pay the COMPANY's costs related to printing and shipping the second draft. The edited second draft must be returned within forty-five (45) days after receipt by the COUNTY. There shall be a charge of twenty-two dollars (\$22.00) per page for any further revisions to the second draft except for changes requested by the COUNTY which are due to typographical or similar errors on the part of the COMPANY.

1.6 The COMPANY agrees to prepare and print for use of the COUNTY one (1) complete copy (not including a binder) of the new Code of Ordinances upon receipt of the edited draft(s) specified in Section 1.4 or 1.5 hereof. COMPANY also agrees to provide the Code of Ordinances on CD in Microsoft Word format after the code is adopted. Additional printed copies of the code can be purchased for an additional ninety dollars (\$90.00) each not including binders. New binders are available, if needed, at the current rates.

1.7 The Base Price for services and materials provided with respect to the contents of the new Code of Ordinances made up of sections of the COMPANY's model Code, the COUNTY's current code, and uncodified ordinances through the delivery of the draft shall be four thousand eight hundred dollars (\$3,800.00). Additional local ordinances provided by the COUNTY to COMPANY after delivery of the draft code to the COUNTY, or other special materials, will be included in the new Code of Ordinances at the rate of thirty dollars (\$30.00) per page, provided such material does not require special typesetting, reproduction methods or other special handling.

If the draft Code of Ordinances is not edited and returned to the COMPANY within the time frames specified in either Section 1.4 or 1.5 of this AGREEMENT, and the delay makes it necessary to reprocess the draft to incorporate legislative changes or updates and revisions which have been developed by the COMPANY subsequent to delivery of the draft to the COUNTY, the Base Price will be increased by fifteen percent (15%) in order to cover costs incurred by the COMPANY.

1.8 Payment for services and materials provided under this AGREEMENT shall be as follows:

A. An initial payment of one thousand two hundred dollars (\$1,200.00) shall be due and payable upon execution of this AGREEMENT by the COUNTY.

B. A second installment of one thousand three-hundred dollars (\$1,300.00) shall be due and payable upon delivery by the COMPANY of the draft copy of the new Code of Ordinances.

C. Final payment shall be due and payable upon delivery by the COMPANY to the COUNTY of the copies of the new Code of Ordinances. The final payment shall include any additional costs added to the project including, but not limited to, the printing of additional copies of the Code of Ordinances.

1.9 All material provided by the COMPANY under the terms of this AGREEMENT is intended for the sole and exclusive use of the COUNTY, and the COUNTY shall not allow such material to be duplicated, copied, or in any manner reproduced in whole or in part for the use or benefit of any other person, COUNTY, governmental agency, firm, or corporation for profit without the express written consent of the COMPANY.

ARTICLE 2 TERMINATION AND NONCOMPLIANCE

2.1 This AGREEMENT is terminable by either party upon written notice given to the other party no later than ten (10) days prior to the requested termination date. If this AGREEMENT is terminated by the COUNTY after the COMPANY has delivered a draft copy of the new Code as provided in Section 1.3 or 1.5 hereof and before the COMPANY has delivered the copies of the new Code as provided in Section 1.6 hereof, the COUNTY shall pay the COMPANY an amount equal to the Base Price set out in Section 1.7 hereof.

2.2 At the option of the COMPANY, if the COUNTY does not provide to the COMPANY responses to the Code Editor's Review Report as specified in Section 1.2 hereof or such later date as may be agreed upon by the COUNTY and the COMPANY, the COMPANY may proceed with the project and produce the draft code based on materials provided in Section 1.1 of this agreement.

If the edited draft(s) are not returned within the time as specified in Sections 1.4 or 1.5 hereof, or such later date as may be agreed upon by the COUNTY and the COMPANY, the COUNTY shall pay the COMPANY an amount equal to the Base Price set out in Section 1.7 hereof.

IN WITNESS WHEREOF, the COUNTY and the COMPANY have executed this AGREEMENT as of the dates shown opposite the signatures below.

COUNTY OF: Marion County

By: _____
Board Chairman Date

Attest: _____
County Auditor Date

LOCAL GOVERNMENT PROFESSIONAL SERVICES, INC.
DBA IOWA CODIFICATION

By: Jennifer Movall July 17, 2023
Jennifer Movall Date

6. Resolution 2023-74:

FY 24 Marion County Budget Expense Appropriations - Libraries

MARION COUNTY RESOLUTION 2023-74

WHEREAS the Marion County Board of Supervisors approved the budget with Resolution 2023-40 for Fiscal Year 2023-2024 on April 11, 2023, and

WHEREAS the Marion County Board of Supervisors approved initial Appropriations with Resolution 2023-68 for the budget for Fiscal Year 2023-2024 on June 27, 2023, and

WHEREAS the monies must be appropriated for each department according to Iowa Code §331.434(6),

THEREFORE, BE IT RESOLVED the following expenses be additionally Appropriated for each department listed for the FY 23-24 year.

	FY24 Approved Budget	FY24 Budget Appropriation 6.27.23	FY24 Budget Additional Appropriation 7.25.23
Libraries	\$95,000	\$85,500	\$9,500
TOTALS FY24 7.25.23	\$95,000	\$85,500	\$9,500

Moved _____

Seconded _____

Ayes _____

Attest: _____
Jake Grandia
Marion County Auditor

July 25, 2023





7. Public Hearing:

Proposed 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 alley in Block 3 of Hogate and Lyman's Addition in the town of Tracy, Iowa platted at 16 ft. wide and lying between the east line of lots 7 and 10, and the west line of lots 8 and 9, being approximately 132 ft. in length. Said tract is subject to the rights of ingress and egress of any and all existing utilities and any easements of record.

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

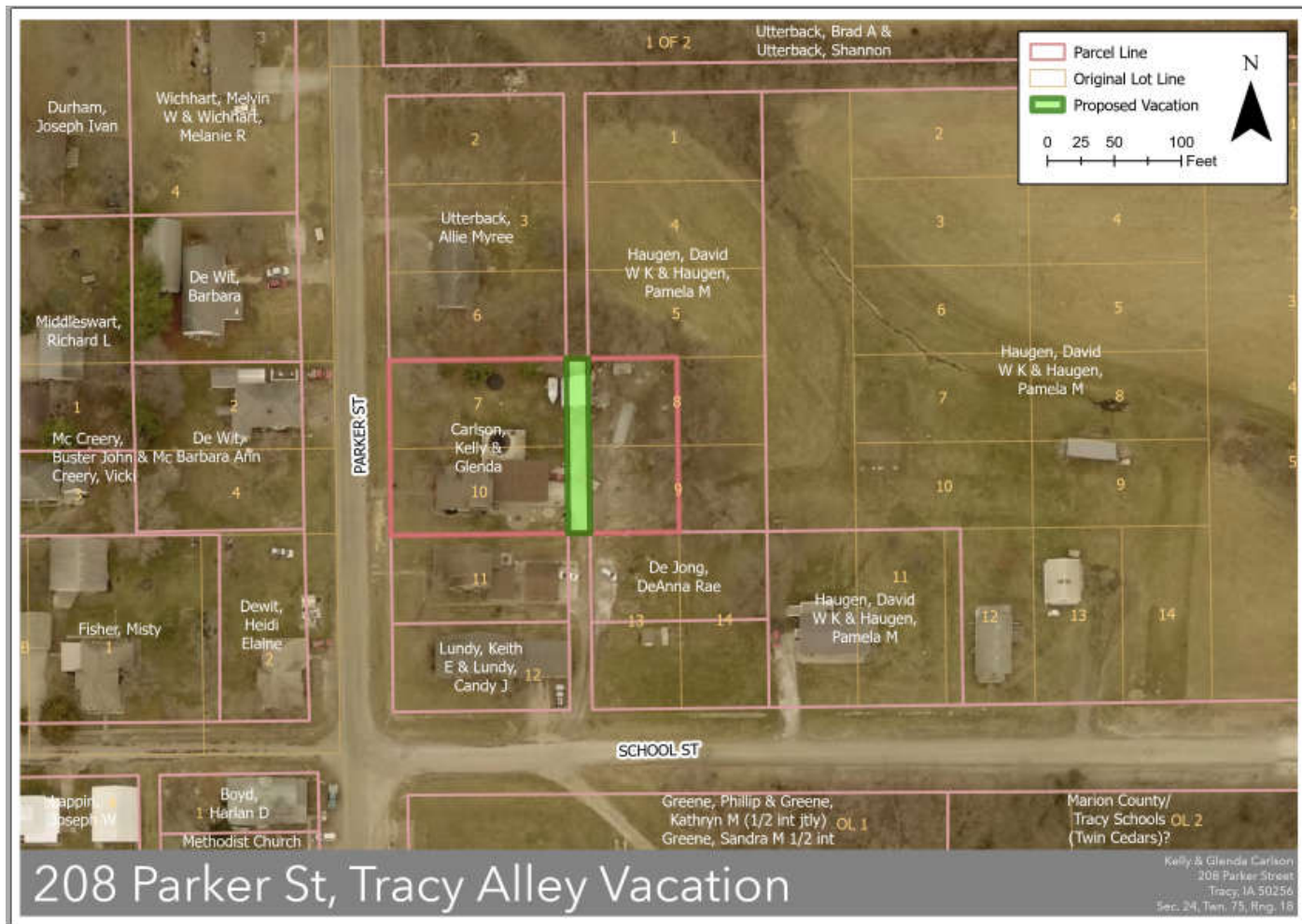
NOTICE TO VACATE

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 alley in Block 3 of Hogate and Lyman's Addition in the town of Tracy, Iowa platted at 16 ft. wide and lying between the east line of lots 7 and 10, and the west line of lots 8 and 9, being approximately 132 ft. in length. 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 25th day of July, 2023 and that per Iowa Code 331.305, 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



8. Resolution 2023-70:

Vacate Certain Road Rights-of-Way described as a segment of alley in Block 3 of Hogate and Lyman's Addition in the town of Tracy, Iowa platted at 16 ft. wide and lying between the east line of lots 7 and 10, and the west line of lots 8 and 9, being approximately 132 ft. in length. Said tract is subject to the rights of ingress and egress of any and all existing utilities and any easements of record.

Locally known as 208 Parker St. – Alley.



RESOLUTION NO. 2023-70

Whereas, a public hearing was held at 9:00 AM on the 25th day of July, 2023, 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 alley in Block 3 of Hogate and Lyman's Addition in the town of Tracy, Iowa platted at 16 ft. wide and lying between the east line of lots 7 and 10, and the west line of lots 8 and 9, being approximately 132 ft. in length. 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.

Adopted this 25th day of July, 2023

Kisha Jahner
Marion County Board Chair

Attest:

Jake Grandia
Auditor



Prepared by Tyler R. Christian, P.E., Marion County Engineer, 402 Willetts Drive, Knoxville, IA 50138, Ph. (641) 828-2225

Tax Statements To: Kelly & Glenda Carlson, 208 Parker St., Tracy, IA 50256

Return To: Brian Hatch, Marion County Engineers Office, 402 Willetts Dr., Knoxville, IA 50138

QUIT CLAIM DEED

For the consideration of one and 00/100 (1.00) Dollar(s) and other valuable consideration, Marion County does hereby Quit Claim to:

Kelly & Glenda Carlson, 208 Parker St., Tracy, IA 50256

all our right, title, estate, claim and demand, subject to the rights of ingress and egress of any and all existing utilities, and any easements of record in the following described real estate in Marion County, Iowa:

A segment of alley in Block 3 of Hogate and Lyman's Addition in the town of Tracy, Iowa platted at 16 ft. wide and lying between the east line of lots 7 and 10, and the west line of lots 8 and 9, being approximately 132 ft. in length. Said tract is subject to the rights of ingress and egress of any and all existing utilities and any easements of record.

Consideration less than \$500.00.

Chair, Board of Supervisors

Dated _____, 20____

Marion County Auditor

Dated _____, 20____

Seal:

On this 25th day of July, 2023, before me, _____, a Notary Public in and for the State of Iowa, personally appeared Kisha Jahner and Jake Grandia to me personally known, and who, being duly sworn, did say that they are the Chairman of the Board of Supervisors and County Auditor, respectively, for the County of Marion, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by the authority of the Board of Supervisors, as contained in the Resolution adopted by the Board of Supervisors, on the 25th day of July, 2023, and Kisha Jahner and Jake Grandia acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Seal:

Notary Public in and for said County and State

My Commission Expires _____

9. Resolution 2023-72:

FY24 Road Department Base Wage Policy



RESOLUTION NO. 2023-72

Whereas, the changes to the Secondary Road Payroll Policy is updated for each new fiscal year in June, effective on July 1 and;

Whereas, the Secondary Road Payroll Policy establishes base pay rates for job classifications in the department;

Whereas, a revised policy is proposed at this time for the upcoming fiscal year;

Now therefore be it resolved, the FY '23-'24 Secondary Road Payroll Policy be approved as amended.

Adopted this _____ day of July, 2023

Kisha Jahner
Marion County Board Chair

Attest:

Jake Grandia
Auditor

FY 23-24 SECONDARY ROAD PAYROLL POLICY

**THE FOLLOWING SECONDARY ROAD PAYROLL POLICY IS
HEREBY ADOPTED TO BE EFFECTIVE JULY 1, 2023**

JOB TITLE	HOURLY WAGE BASED ON 2,080 HRS. / YR.
Asst. to Eng.	\$35.17
2nd Asst. to Eng.	\$33.01
Engineering Intern	\$14.00
Eng. Tech - III	\$29.80
Eng. Tech - II	\$28.04
Eng. Tech - I	\$26.55
Office Manager	\$25.38
Rd. Mtc. Supervisor	\$32.92
Crew Supervisor	\$29.22
Eq. Oper. III	\$26.73
Eq. Oper. II - MG	\$26.36
Eq. Oper. II - Truck	\$25.88
Eq. Oper. I	\$22.41
Eq. Oper. I - PT	\$15.00
Laborer	\$12.00
Shop Supervisor	\$29.71
Mechanic III	\$27.04
Mechanic II	\$25.84
Mechanic I	\$24.97
Roadside Veg. Manager	\$27.32
Sign Tech.	\$27.45

*Longevity pay is equal to \$0.01 per years of service in addition to hourly base wage

*\$.10/hr. added for employees with commercial pesticide applicator's license

*\$.50/hr. added for employees on the Bridge and Pavement Crew.

Wednesday, July 19, 2023

Page 1 of 1

10. Resolution 2023-73:

Removal of Regulatory “No Parking” Signage on 150th Place and Newbold Drive.



RESOLUTION NO. 2023-73

WHEREAS, Iowa Code chapter 321.354 regulates Stopping on traveled way, and

WHEREAS, Marion County has jurisdiction over traffic on 150th Place and Newbold Dr. and,

WHEREAS, the portion of 150th Place north of Oregon Street and Newbold Dr. east of Hwy 5 are no longer experiencing the parking demand that warranted erection of No Parking signage,

NOW THEREFORE BE IT RESOLVED by the Marion County Board of Supervisors that; no parking signage on 150th Place North of Oregon Street to Highway 5 and Newbold Dr. East of State Highway 5 be removed at this time rather than replaced. This resolution will nullify Resolution 2006-06 for 150th and any/all previous resolutions pertaining to No Parking on Newbold Dr. or 150th Pl.

Adopted this _____ day of July, 2023

Kisha Jahner
Marion County Board Chair

Attest:

Jake Grandia
Auditor



11. Board of Supervisor Updates



VII. BOARD OF SUPERVISOR ADJOURNMENT

**** Footnote **** – Per Iowa Code 21.9 –

The Board will go into an exempt session to discuss an opening in the IT Department

