

July 1, 2025

The Shelby County Board of Supervisors met in regular session at 9:00 A.M. in the Supervisors Chamber in the Courthouse with the following members present: Bryce Schaben, Charles Parkhurst, Mike Kolbe, and Taryn Knapp, Clerk.

Chairman, Bryce Schaben, asked that any conflict of interest be stated concerning any item on the agenda. None were stated.

It was moved by Kolbe, seconded by Parkhurst to approve the agenda. Motion carried unanimously.

It was moved by Kolbe, seconded by Parkhurst to approve the minutes of June 24<sup>th</sup>, 2025, motion carried unanimously.

It was moved by Parkhurst, seconded by Kolbe to approve the latest processed claims to be paid. Motion carried unanimously.

Engineer Chris Fredericksen gave a brief update on road maintenance and bridge replacement projects throughout the County.

Todd Valline reminded the public about the changes to this year's fireworks display in Harlan. He stated there will be music along with the fireworks display. Valline also gave an update on upcoming Grandma B's Playground fundraisers

Supervisor Committee reports included Mike Kolbe attending a Granular Surface Summit, Poverty Simulation Exercise, and SWI MHDS meeting. Kolbe announced the launch of Shelby County's new website [shelbycounty.iowa.gov](http://shelbycounty.iowa.gov). Supervisor Parkhurst attended the SWIPCO and Hungry Canyons meetings and Supervisor Schaben attended the SWI Juvenile Detention Center meeting where they signed a new contract which includes updated protocols to ensure safety within the facility.

No department head reports were given.

There was discussion on the Conflict Resolution Facilitator and Policy. Schaben stated this position would be a stipend position to help take the load off the Supervisors and resolve interdepartmental conflict. Having an in-house HR person has been in discussion for several years but has not been in the budget to hire a full time person. A few department heads had questions about the process that led to this policy. With more discussion and involvement from all department heads requested, Kolbe made a motion to table the approval of the Conflict Resolution Facilitator and Policy, Parkhurst seconded the motion. Motion carried unanimously.

EMS Director Kenny Hansen presented revisions, modifications and/or additions of the Handbook, wages, Driver job description and Driver Skills to the Supervisors for approval. After discussion it was moved by Kolbe and seconded by Parkhurst to adopt the following resolution:

RESOLUTION NO. 2025-21 A RESOLUTION APPROVING SHELBY COUNTY AMBULANCE SERVICE POLICY ADDENDUM, SALARY SCHEDULE & STIPENDS, JOB DESCRIPTION UPDATES AND DRIVER SKILLS & PROCEDURES GUIDANCE

WHEREAS the Shelby County Ambulance Service Director has reviewed certain departmental documentation related to its operations and is recommending revisions, modifications and/or additions to those documents, and

WHEREAS the Shelby County Ambulance Service is seeking the Board of Supervisors' approval of specific documentation titled as follows and on file with the County Auditor:

- Shelby County Handbook Ambulance Addendum;
- Shelby County Ambulance Scheduled Pay Increase and Stipend Memorandum;
- Shelby County Ambulance Driver Job Description;
- Iowa EMS Service Program Driver Skills Procedures Guidance.

NOW, THEREFORE, BE IT RESOLVED by the Shelby County Board of Supervisors that the above-referenced documents are hereby approved and the Shelby County Ambulance Service Director and County Auditor are directed to take any action(s) necessary in furtherance of this resolution.

The above and foregoing resolution was adopted by the Board of Supervisors of Shelby County, Iowa, on July 1, 2025, the vote thereon being as follows:

AYES: Kolbe, Parkhurst, Schaben NAYES: None

The City of Harlan asked that the Supervisors consider amending Resolution 2025-20 for Grandma's B's Dream Playground to include a dollar amount of support. After a brief discussion it was moved by Parkhurst and seconded by Kolbe to amend the following paragraph of Resolution 2025-20:

"1. Shelby County hereby formally expresses its support for Grandma B's Dream Playground Project by providing in-kind support, site preparation or other support towards this project with a value up to \$33,000."

The above and foregoing resolution was adopted by the Board of Supervisors of Shelby County, Iowa, on July 1, 2025, the vote thereon being as follows:

AYES: Kolbe, Parkhurst, Schaben NAYES: None

The meeting was adjourned at 9:27 a.m.

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Bryce Schaben, Chairman

ATTEST:

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Taryn Knapp  
Clerk to the Board of Supervisors