

The Shelby County Board of Supervisors met in regular session at 8:30 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 Parkhurst, seconded by Kolbe to approve the agenda. Motion carried unanimously.

It was moved by Parkhurst, seconded by Kolbe to approve the minutes of December 2nd, 2025, motion carried unanimously.

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

Representatives from Assured Partners presented the fiscal year 2027 ISAC Group Benefits Program. Shelby County will see an increase in Medical and Dental, with no changes to other policies. Being a member of the ISAC Insurance Pool, along with employee participation in the Wellness Program helped Shelby County achieve a smaller rate adjustment.

Pipeline Liaison, Steve Kenkel, had no update for the Supervisors.

Wendy Mueller gave a report for West Central Community Action on services provided to residents during fiscal year 2025. Muller also requested the Supervisors allocate \$3,500 for West Central Community Action for the fiscal year 2027 budget.

Chris Fredericksen gave an update on snow removal and projects throughout the County.

Todd Valline, Shelby County Chamber, gave an update on holiday programs and upcoming ribbon cuttings.

Ruthann Grimsley presented to the Supervisors the following Compensation Board Recommendations for FY27: A 4% increase for County Attorney, Auditor, Recorder, and Treasurer along with the recommendation these positions be allowed to receive stipends over and above the salary approved by the Board. A 4% increase for the Board of Supervisors, along with an annual stipend for the Chairman of the Board of \$1,500. A 6% increase for the Sheriff as well as being allowed to receive a stipend over and above the salary approved by the Board. An annual stipend for the Auditor to prepare the budget over and above the Auditor salary. The Comp Board also recommended the elected officials follow the longevity schedule stated in the County Employee Handbook. The members again recommend the Board of Supervisors review the longevity schedule for years 5-20 and add years 25 and 30 to the schedule.

Kenny Hansen, EMS Director presented revisions to the Ambulance Addendum to the Handbook to the Supervisors for consideration. These revisions include adjusting the maximum comp time hours allowed, Sleep Period Provision, and the required certifications. Parkhurst made a motion to approve the revisions to the Ambulance Addendum; Kolbe seconded the motion. Motion carried unanimously.

Hansen then presented Pay Schedule revisions for consideration which included a pay schedule for FY27 and an out-of-county transfer incentive. Kolbe made a motion to approve the Pay Schedule as presented; Parkhurst seconded the motion. Motion carried unanimously.

A tax abatement was presented by Treasurer, Carolyn Blum, for a mobile home, VIN #05945198218, that has been sold and moved out of the County. Taxes are paid to date, and the abatement would be for the amount

due in March. Kolbe made a motion to abate the tax amount that would have been due in March of 2026, Parkhurst seconded the motion. Motion carried unanimously.

Blum gave a brief department update about newly implemented training for her staff.

Supervisor Kolbe made a motion to approve the Auditor to sign the Engagement letter for Shelby County's annual financial audit which was presented to the Board at the previous meeting; Parkhurst seconded the motion. Motion carried unanimously.

Supervisors attended a 4-County meeting in Harrison County where they were able to discuss what surrounding Counties are doing for budgets, IT services, benefits, and other topics. No action was taken.

No department head reports were given.

Taryn Knapp, Budget Director, asked for approval to publish in the newspaper a Public Hearing Notice for a FY26 Budget Amendment to be held at 9:00 am on January 2nd, 2026, in the Supervisors Chambers at the Courthouse. Parkhurst made a motion to approve the publication of the budget amendment; Kolbe seconded the motion. Motion carried unanimously.

Knapp presented to the Supervisors the following Resolution for consideration to establish a new fund:

RESOLUTION NO. 2025-26
ESTABLISHING A NEW FUND – UNEMPLOYMENT INSURANCE

WHEREAS, Shelby County was a member of the Iowa State Association of Counties' Unemployment Insurance Trust Fund that has been dissolved as of December 31, 2025, and;

WHEREAS, Shelby County will receive disbursements from ISAC in 2026 and 2027 of funds being held with ISAC and now payable to Shelby County;

THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby authorizes to establish an Internal Service Fund, now known as Fund 8600 Unemployment Insurance Fund, effective upon the passage of this resolution.

BE IT FURTHER RESOLVED that Shelby County shall oversee the operations of the established fund and ensure assets, liabilities, fund balances, revenues, and expenditures are accounted for;

WHEREAS, it is desired to establish an Internal Service Fund to account for expenditures and revenues of the Shelby County Unemployment Fund;

Kolbe made a motion to approve Resolution No. 2025-26 and Parkhurst seconded the motion. Motion carried unanimously.

Alex Londo, EMA Coordinator presented an Open Burn Ordinance regulating open burning in Shelby County, Iowa, requiring constant supervision of all open burns, authorizing fire department response billing to the responsible party pursuant to existing ordinance 2001-5, and providing for penalties. Parkhurst made a motion to approve the Open Burn Ordinance/Resolution 2025-27, Kolbe seconded the motion. Motion carried unanimously.

The meeting was adjourned at 9:38 A.M.

Bryce Schaben, Chairperson

ATTEST:

Taryn Knapp
Clerk to the Board of Supervisors