

February 3, 2026

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: Charles Parkhurst, Mike Kolbe, Bryce Schaben, and Taryn Knapp, Clerk.

Chairman, Charles Parkhurst, asked that any conflict of interest be stated concerning any item on the agenda. None was stated

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

It was moved by Kolbe, seconded by Schaben to approve the minutes of January 21st, 2026. Motion carried unanimously.

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

Steve Kenkel, Pipeline Liaison, reported that last week HF2104 passed to the Senate where the portion regarding eminent domain was amended.

Now being the time for the Public Hearing for the First Reading of Shelby County Ordinance No. 2026-1 Open Burn, the Chairman did open the hearing. It was moved by Kolbe seconded by Schaben, to introduce Ordinance 2026-1. AYES Kolbe, Parkhurst, Schaben NAYES: None. Knapp reported that the proper notices had been published in the official newspapers. EMA Coordinator, Alex Londo, read the 1st reading of Ordinance 2026-1, then allowed for public comment. There were no comments from the public. Supervisor Schaben said he had numerous fire departments reach out in favor of the ordinance. It was moved by Schaben, seconded by Kolbe, to close the public hearing and resume the regular meeting. Motion carried unanimously.

Kolbe made a motion to waive the 2nd and 3rd readings of Ordinance 2006-1 for Open Burn, Schaben seconded the motion. Motion carried unanimously.

Schaben made a motion to adopt Ordinance 2006-1 for Open Burn, as set out below, Kolbe seconded the motion. Motion carried unanimously.

SHELBY COUNTY ORDINANCE NO. 2026-1

**AN 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**

- **WHEREAS**, the Shelby County Board of Supervisors finds that open burning, when left unattended, poses a significant risk of uncontrolled fire spread, public nuisance, and air quality degradation; and
- **WHEREAS**, the Iowa Department of Natural Resources has adopted statewide open burning regulations in Iowa Administrative Code 567 – Chapter 23.2; and
- **WHEREAS**, Shelby County Ordinance No. 2001-5, as amended, establishes a schedule and procedure for billing costs associated with fire department responses; and
- **WHEREAS**, Iowa Code § 331.301(1), § 455B.133, and § 364.3(4) authorize counties to adopt local ordinances and to recover costs for emergency services rendered due to violations of law;
- **NOW, THEREFORE, BE IT ORDAINED** by the Board of Supervisors of Shelby County, Iowa:

SECTION 1. PURPOSE

To supplement Iowa Administrative Code 567 – Chapter 23.2 by requiring constant physical supervision of all open burns and by authorizing direct billing to the responsible party for fire department responses caused by illegal, negligent, or unattended open burning in accordance with Shelby County Ordinance No. 2001-4.

SECTION 2. DEFINITIONS

1. Open Burning – any burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack
2. Supervision – The continuous physical presence of a competent person 18 years of age or older who is actively monitoring the fire, has immediate access to extinguishing equipment (e.g., water hose, extinguisher, or shovel), and is capable of fully extinguishing the fire if necessary.
3. Responsible Party – The person who starts or authorizes the open burn, or who owns the property where the open burn occurs.

SECTION 3. ADOPTION OF STATE OPEN BURNING REGULATIONS

All provisions of Iowa Administrative Code 567 – Chapter 23.2, as amended, are hereby adopted by reference and shall apply in Shelby County except as modified by this ordinance.

SECTION 4. MANDATORY SUPERVISION OF ALL OPEN BURNS

Every open burn allowed under state or local law within Shelby County shall be constantly supervised as defined in Section 2(2) herein. No open burn may be left unattended at any time.

SECTION 5. EXCEPTIONS TO SUPERVISION REQUIREMENT

This supervision requirement does not apply to:

1. Fires within a fully enclosed, permanently installed outdoor fireplace or barbecue grill used solely for cooking; or
2. Commercial incinerators or air curtain destructors operating under a valid DNR permit and in compliance with all permit conditions; or
3. Other fires/burns that are pre-approved by the local fire chief.

SECTION 6. FIRE DEPARTMENT RESPONSE BILLING

1. Billing Authorized – Any responsible party whose open burn violates this ordinance or state law and requires a response by any fire department serving Shelby County shall be directly billed for the actual costs of the response in accordance with Shelby County Ordinance No. 2001-5.
2. Direct Billing to Responsible Party– All invoices shall be issued directly to the responsible party, not to Shelby County or any township. The responsible party is personally liable for payment.
3. Application of Ordinance 2001-5 – All procedures, fee schedules, billing timelines, collection methods, liens against real property, and waivers under Ordinance No. 2001-5 shall apply fully to violations of this open burning ordinance.

SECTION 7. ENFORCEMENT AND PENALTIES

1. Enforcement Authority – The Shelby County Sheriff's Office, local fire chiefs, and designated county officials are authorized to enforce this ordinance.
2. Civil Penalties –
 - First offense: \$250
 - Second offense within 12 months: \$500

- Third or subsequent offense within 12 months: \$750

Each hour an unattended burn continues shall constitute a separate offense.

3. Fire Response Billing – In addition to civil penalties, the responsible party shall pay all fire response costs as billed directly pursuant to Shelby County Ordinance No. 2001-4.

4. Criminal Referral – Reckless or intentional violations of this ordinance may be referred for criminal prosecution.

5. No open burning will be allowed during an active burn ban issued pursuant to Iowa Code § 100.40.

SECTION 8. SEVERABILITY

If any section, provision, or clause of this ordinance is held invalid, the remainder shall not be affected.

SECTION 9. EFFECTIVE DATE

This ordinance shall be in full force and effect upon its passage and publication as required by law.

Kile Magner, Myrtue Medical Center CEO was present to give an introduction.

Brent Scheve, The Agency Insurance, presented options for cyber security renewal stating the options were to stay at \$250,000 or increase to \$1M in coverage. ICAP did not have an option for the \$500,000 coverage approved at the previous meeting. Kolbe made a motion to increase Cyber Security coverage to \$1M and approve the Auditor to sign the renewal; Schaben seconded the motion. Motion carried unanimously.

Darren Goshorn asked the Supervisors to consider an increase in funding for the Shelby County Fair Board for FY27. Goshorn gave a brief update on events and attendance at the fairgrounds. No action was taken.

There were no department heads present to report.

Supervisor Kolbe attended the State Supervisor's meeting where they covered topics which included Law Enforcement funding, property taxes, and eminent domain. Supervisor Parkhurst attended a West Central and County Safety meeting.

Schaben made a motion to approve Building and Grounds application for The Car Show event on July 18, 2026, put on by a local car group, Kolbe seconded the motion. Motion carried unanimously.

After discussion Schaben made a motion to approve Melissa Arkfeld as Wellness Coordinator for Shelby County, Kolbe seconded the motion. Motion carried unanimously.

Kolbe made a motion to approve the Auditor to publish the wages of Shelby County Employees for calendar year 2025 as set out below, Schaben seconded the motion. Motion carried unanimously.

Employee Name	Salary	Employee Name	Salary	Employee Name	Salary
ANDERSEN, ROBIN	20,445.80	FREDERICKSEN, CHRISTOPHER	136,954.24	OHL, RAY	12,713.17
ANDERSEN, SHELBY	16,094.25	GAU, DAVID	46,582.71	PARKHURST, CHARLES	36,825.48
ANDERSON, PENNY	32,111.30	GOFF, CHARLI	30,449.76	PASH, CYNTHIA	38,458.90
ARKFELD, MELISSA	46,211.72	GRAY, KYNDRA	760.32	PATTEN, BLAKE	87,206.82
ARNOLD, VIVIAN	24,325.37	GREEN, ASHLEY	247.20	PETERSEN, ALEX	50,208.86
ASHBAUGH, BAILEY	50,719.12	GREER, GERALYN	75,922.56	PETERSEN, ANDREW	61,058.02
ASSMANN, JOSHUA	55,293.06	GREVE, BRYAN	30.00	PFANNKUCH, BRUCE	1,600.00
BEARLEY, ETHAN	84,411.94	GROSS, MARCUS	81,169.08	PHIPPS, AUSTIN	49,141.79
BECKNER, KENDRA	781.44	GROSS, NEIL	118,320.72	PLAGMAN, JOHN	14,970.00
Bielenberg, Richard	80,158.95	GUBBELS, JACE	43,693.87	POORE, ANGELA	48,576.90
BIELENBERG, RICHARD	680.00	GUBBELS, JACK	835.00	POWLEY, ZACHARY	54,299.35
BIRKS, GLENN	41,858.40	GUBBELS, VANESSA	64,231.27	PRESTON, NICHOLAS	75,531.60
BLACKWELL, KENNETH	24,309.45	GUYETT, TREVOR	69,266.12	RANNEY, KERI	46,180.72
BLUM, ALEX	413.46	HANSEN, ANGELA	53,044.51	RHODES, SHELLY	45,248.90
BLUM, CAROLYN	76,130.64	HANSEN, DAKOTA	57,054.32	RING, JAY	72,338.60
BLUM, MIKAYLA	9,741.36	HANSEN, KENNETH	59,473.38	ROELOFS, CHRISTINA	57,129.84
BRICH, SHANE	34,500.60	HARDING, DANIEL	59,614.26	ROELOFS, VANCE	66,368.19
BRIONES, RAMON	57,307.75	HEESE, KELSEY	32,349.04	ROUSH, MICHAEL	17,785.00
BROOKS, MICHAEL	82,974.67	HEFLIN, ROBERT	77,596.04	RUCKER, DALTON	80,544.14
BROSAMLE, KASEY	82,225.27	HEIDENESCHER, ERIC	69,612.76	SAGE, SOPHIA	54,960.10
BRUCK, TRACY	31,369.77	HENSCHIED, JARED	64,725.51	SANDERS, JORDON	71,487.60
BRYANT, KEVIN	13,432.93	HERONIMUS, COLE	6,922.50	SCHABEN, BRYCE	38,340.48
BUMAN, TONY	94,730.40	HOLLOWAY, JACOB	92,169.04	SCHILLING, NOAH	80,093.22
BURCHETT, KATHARINE	19,239.88	HOSS, JACOB	84,895.69	SCHLENSIG, KANDI	90,825.69
BURMEISTER, MCKENZIE	33,951.03	IRLMEIER, AMANDA	62,416.62	SCHLUETER, KAREN	74,153.53
BUTCHER, SABRINA	373.80	JACOBSEN, TODD	65,794.74	SCHNACK, CURTIS	51,510.00
BUTLER, CHAD	93,761.16	JUMP, HEATHER	35,841.20	SCHUMACHER, DALTON	58,321.33
CAMPBELL, JOHN	63,984.15	KEANE, DAVID	117,158.29	SCHWERY, JASON	51,833.39
CHAPMAN, MICHAEL	1,288.32	KELLEY, GARRETT	24,617.78	SCHWERY, JOLENE	2,361.91
CHRISTENSEN, BENJAMIN	50,082.80	KENKEL, ASHLEY	57,466.30	SHAW, TREVOR	654.15
CHRISTENSEN, DAVID	11,469.92	KENKEL, STEVEN	4,400.00	SONDERMAN, CURTIS	13,337.01
CLAUSSEN, BRANDON	31,074.34	KIMMEN, DYLAN	46,164.95	SORENSEN, KASEY	16,500.00
CLAUSSEN, DANNY	2,348.71	KIMMEN, KAYLE	49,796.10	SPRINGMAN, TIMOTHY	1,525.92
CLAUSSEN, TIMOTHY	22,030.48	KLEIN, KEVIN	73,772.18	STALEY, AUSTIN	94,764.72
CLAYTON, JOHN	30.00	KLINE, JULIE	41,593.59	STEFFEN, DERRICK	89,563.05
COOPER, SUSAN	72,493.03	KNAPP, TARYN	87,461.39	STEINKUEHLER, CHAD	67,788.86

CROGHAN, JANET	52,501.71	KNUDSON, BRAD	58,203.51	STURM, NATYA	24,029.60
CURTIS, JANET	7,343.00	KOCH, WREN	79,169.50	SYRSTAD, ANDREA	18,982.05
DARINGER, DUSTIN	2,556.00	KOLBE, MICHAEL	36,825.48	THORESON, JENNIFER	105,520.35
DELAUTER, FRANZISKA	6,584.46	KOPIASZ, JASON	72,714.22	TIBBETS, NATHAN	82,121.66
DIMMEN, TIFFANY	69,259.67	KOPIASZ, JOSHUA	12,771.00	TOMPKINS, AUSTIN	89,343.38
DIXON, JODEE	54,552.60	KYRAL, STEVEN	52,420.15	TRUPIANO, CARTER	13,412.72
DREYER, VENUS	14,410.37	LESLIE, CATRINA	22,386.81	VALLES, ALYSSA	1,515.71
DUDLEY, DOUGLAS	3,087.00	LINDBERG, KYLE	74,606.16	VOGE, JAMES	6,837.82
DUGGAN, CONNOR	30,933.07	LONDO, ALEXANDER	82,304.40	VON AHSEN, MIRANDA	40,059.27
ECKLES, CODY	98,898.84	MADSON, LARRY	45.00	WEGNER, BENJAMIN	83,177.12
FERGUSON, NEIL	1,210.00	MAGES, MATTHEW	64,561.73	WEGNER, JUSTIN	26,436.00
FIELDING, CARMEN	22,947.84	MARTIN, DANIELLE	51,555.84	WHYTE, LEE	89,930.19
FINERAN, DELORES	46,767.67	MCCALL, ADAM	99,624.66	WOLKEN, ANN	88,368.13
FINKEN, THOMAS	65,078.65	MCDANIEL, WILLIAM	88,466.29	WOLKEN, CHARLES	2,160.00
FISHBACK, MICHELLE	10,700.17	MUZZY, GARION	32,346.44	WOLKEN, LUCAS	60,649.92
FOLTZ, TRACY	1,543.20	NACHTMAN, JOSEPHINE	29,199.27	YATES, MARY	113,056.72
FREDERICK, TY	53,227.04	NELSON, KYLE	1,804.58		

Supervisor Schaben stated the Safety Director has kept the mod factor down and approved the \$500 incentive, Kolbe seconded the motion. Motion carried unanimously.

Auditor, Taryn Knapp, asked the Supervisors to approve an increase of the starting wage of the open payroll/benefits position from \$16.95 to \$18.00. After discussion the Supervisors decided to table the item until the next meeting.

At 9:46 Kolbe made a motion to enter closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with Tim Whipple from Ahlers and Cooney regarding pending litigation where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

Kolbe made a motion to reopen the closed session and resume the regular meeting at 10:11, Schaben seconded the motion. Motion carried unanimously.

No action was taken regarding the litigation.

Auditor, Taryn Knapp, then discussed her budgets with the Supervisors.

Having no further business, the meeting was adjourned at 10:52.

Charles Parkhurst, Chairman

ATTEST:

Taryn Knapp
Clerk to the Board of Supervisors