



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(SEPTEMBER 5, 2017) (WEEK 36 OF 2017)

Live streaming at:
https://www.youtube.com/user/woodburycountyiowa

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov
Marty J. Pottebaum 251-1799 mpottebaum@woodburycountyiowa.gov
Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov
Jeremy J. Taylor 259-7910 jtaylor@woodburycountyiowa.gov
Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 5, 2017 at 4:30 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

- 1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to three minutes on any one item.
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please silence cell phones and other devices while in the Board Chambers.

AGENDA

1:00 p.m. 1. Closed Session Interview {Iowa Code 21.5(1) (i)}
First Floor Boardroom

2:15 p.m. 2. Closed Session Interview {Iowa Code 21.5(1) (i)}
First Floor Boardroom

3:15 p.m. 3. Closed Session Interview {Iowa Code 21.5(1) (i)}
First Floor Boardroom

4:30 p.m. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

- 4. Citizen Concerns Information
5. Approval of the agenda September 5, 2017 Action

Consent Agenda

Items 6 through 10 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate roll call vote is requested by a Board Member.

- 6. Approval of the minutes of the August 29, 2017 meeting
7. Approval of claims

8. Board Administration/Public Bidder – Heather Satterwhite
 - a. Approval of Notice of Property Sale Resolution for Parcels #894717351012 & #894717351011 (aka 1667 & 1673 W. Lunah Ave.) setting for Tuesday, September 19th at 4:35
 - b. Approval of Notice of Property Sale Resolution for Parcel # 894721406004 (aka 1924 Ingleside Ave.) setting for Tuesday, September 19th at 4:37
9. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorize Chairman to sign Authorization to Initiate Hiring Process
10. Secondary Roads – Mark Nahra
Consideration of a permit for use of the county right of way for an underground utility

End Consent Agenda

- | | | | |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------|
| | 11. Human Resources – Ed Gilliland | Presentation of Award Certificate to David Gleiser | Information |
| | 12. Conservation – Dawn Snyder | Approval of Proclamation for Woodbury County Loess Hills and Heritage Week | Action |
| 4:45 p.m.
(Set time) | 13. Not to Exceed \$850,000 General Obligation Capital Loan Notes | | |
| | a. Public hearing on the authorization of Loan Agreement and the issuance of Notes to evidence the obligation of the County thereunder | | Action |
| | b. Approval of resolution instituting proceedings to take additional action | | Action |
| | 14. Building Services – Kenny Schmitz | | |
| | a. Approval of Cooks Correctional Kitchen Equipment order through CBM Managed Food Service as quoted and not to exceed \$125,000 | | Action |
| | b. Approval of proposals from Goodwin Tucker, CW Suter, Thompson Electric and Midwest Mech. For the modifications and installation of kitchen equipment and Food storage areas | | Action |
| | c. Trosper Hoyt Juvenile Detention Master Control and Door Project – Bids received | | Information |
| 4:55 p.m.
(Set time) | d. Public Hearing for Trosper Hoyt Juvenile Detention Master Control and Door Project | | Action |
| | 15. Rural Economic Development – David Gleiser | | |
| | Approval to accept the proposal and approve budgeting up to \$7,293 in local option sales tax to pay for half of the membership dues for rural cities that want a SIMPCO membership in FY 17-18 | | Action |
| | 16. Secondary Roads – Mark Nahra | | |
| | a. Receive and consider bids for project number M-(220 th St)—73-97 | | Action |
| | b. Receive and consider bids for project number LFM-(L1)—73-97 | | Action |
| | c. Receive quotes for HMA Levelers 2017 | | Action |
| | d. Receive quotes for Slurry Levelers 2017 | | Action |
| | e. Consider approval of a federal aid project agreement for project number STP-S-CO97(134)—5E-97 | | Action |
| | f. Consider approval of plans for project number M-HC 17-4 | | Action |
| | g. Receive quotes for one new tractor for the Secondary Roads Department | | Action |
| | h. Consider approval of contract for gravel stockpiling at 10 stockpile locations for FY 2018 | | Action |

- | | |
|----------------------------------------------------------------------------------------------------------------|-------------|
| 17. Board of Supervisors – Matthew Ung
Creation of standardized annual evaluation form for department heads | Action |
| 18. Chairman's Report | Information |
| 19. Reports on Committee Meetings | Information |
| 20. Citizen Concerns | Information |
| 21. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, SEPT. 4	6:00 p.m.	Board of Adjustment meeting, First Floor Boardroom
TUESDAY, SEPT. 5	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, SEPT. 6	9:00 a.m.	Loess Hills Alliance – Stewardship Committee Meeting, Pisgah, Iowa
	10:00 a.m.	Loess Hills Alliance – Executive Committee Meeting
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
	1:00 p.m.	Loess Hills Alliance Full Board Meeting, Pisgah, Iowa
THURSDAY, SEPT. 7	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
FRIDAY, SEPT. 8	9:00 a.m.	Hungry Canyons Alliance Meeting, Bronson, Iowa
WEDNESDAY, SEPT. 13	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	8:00 p.m.	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
FRIDAY, SEPT. 15	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
MONDAY, SEPT. 18	8:00 a.m.	Department Head Meeting, LEC Conference Room
WEDNESDAY, SEPT. 20	10:00 a.m.	Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	6:30 p.m.	Woodbury County Solid Waste Agency (Sanitary Landfill) Executive Committee Meeting, Public Safety Center, Climbing Hill
THURSDAY, SEPT. 21	10:30 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
MONDAY, SEPT. 25	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
TUESDAY, SEPT. 26	1:00 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa

The following Boards/Commission have vacancies: Commission to Assess Damages - Category A, Category B, Category C and Category D

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.

AUGUST 29, 2017, THIRTYTHIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 29, 2017 at 4:10 p.m. Board members present were De Witt, Pottebaum, Radig, Ung, and Taylor. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Assistant, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Patrick Gill, Auditor/Clerk to the Board.

- 1. Motion by Taylor second by Radig to go into closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on a roll-call vote.

Motion by Ung second by Radig to go out of closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on a roll-call vote.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

- 2. There were no citizen concerns.
- 3. Motion by Ung second by Taylor to approve the Agenda for August 29, 2017. Carried 5-0. Copy filed.

Motion by De Witt second by Taylor to approve the following items by consent:

- 4. To approve minutes of the August 22, 2017 meeting. Copy filed.
- 5. To approve the claims totaling \$349,822.59. Copy filed.
- 6a. To approve and authorize the Chairperson to sign a Resolution approving abatement of taxes for Woodbury County Fair for parcels #884714300001, #884723100001, #884723100002, and #884723100004.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,618
RESOLUTION APPROVING ABATEMENT OF TAXES**

WHEREAS, the Woodbury County, Iowa are the titleholders of real estate Parcels #884714300001, #884723100001, #884723100002 and #884723100004 located in Woodbury County, Iowa and legally described as follows:

Parcel #884714300001

Woodbury Township NW SW & SW SW 14-88-47

Parcel #884723100001

Woodbury Township NW NW 23-88-47

Parcel #884723100002

Woodbury Township SW NW 23-88-47

Parcel #884723100004

Woodbury Township SW of RD E ½ NW 23-88-47

WHEREAS, the above-stated property has an unpaid balance of taxes owing, and the parcel is owned by a political subdivision of the state; and

WHEREAS, the political subdivision, namely the Woodbury County, Iowa, is failing to immediately pay the taxes due; and

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and any future taxes that may be levied against this parcel; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcels according to Code of Iowa, 445.63, and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 29th day of August, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6b. To approve and authorize the Chairperson to sign a Resolution approving abatement of taxes for Edward H. Monahan Post 64, parcel #894711256029.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,619
RESOLUTION APPROVING ABATEMENT OF TAXES**

WHEREAS, Edward H. Monahan Post 64, The American Legion, is the titleholder of real estate Parcel #894711256029 located in the City of Sioux City, Iowa and legally described as follows:

Parcel #894711256029

Leeds Lots 26 & 27 Block 59

WHEREAS, the above-stated property has taxes owing for the 2016/2017, tax year and the parcel is owned by Edward H. Monahan Post 64, The American Legion and

WHEREAS, the organization, namely Edward H. Monahan Post 64, The American Legion, is failing to immediately pay the taxes due; and

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed for the 2016/2017 tax year and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 29th day of August, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6c. To approve the lifting of tax suspension for Mary Seiler, 1914 Iowa St, Sioux City, parcel #382395. Copy filed.
- 6d. To approve the lifting of tax suspension for Darlene Milbrodt, 305 16th St., Sioux City, parcel #894721353003. Copy filed.
- 7a. To approve the reclassification of Gerald Yaremko, Equipment Operator, Secondary Roads Dept., effective 8-28-17, \$22.99/hour,-1%=-\$.30/hour. Reclass to Equipment Operator. Copy filed.
- 7b. To approve the flu shots to Woodbury County Employees. Copy filed.
- 7c. To approve to employee wellness screenings. Copy filed.

Carried 5-0.

- 8a. David Gleiser, Rural Economic Development Director provided an update on the Rural Comprehensive Planning Project. Copy filed.

- 8b. Michelle Bostinelos, SIMPCO Executive Director, presented a Fourth Quarter (final) update on the SIMPCO City/County membership dues project. Copy filed.
- 8c. Motion by Ung second by Taylor to direct Mr. Gleiser to bring a new contract proposal from SIMPCO for services in FY 17/18 based on updated information. Carried 5-0. Copy filed.
- 9a. Motion by Taylor second by Ung to declare an emergency and to approve funding for repair of the Courthouse Sub-Basement Columns identified as the Woodbury County Courthouse Sub-Basement Columns Emergency Repair Project. Carried 5-0. Copy filed.

Motion by Ung second by Taylor to approve Raker Rhodes Engineering proposal date August 22nd, 2017 for \$3,600.00. Carried 5-0. Copy filed.
- 9b. Information was presented on the Courthouse HVAC Automation project and a possible project scope change. Copy filed.
- 9c. Motion by Ung second by Taylor to approve Resource Consulting Engineers proposal dated August 16, 2017 for \$12,000.00 for Courthouse HVAC Automation project. Carried 5-0. Copy filed.
- 9d. Motion by Ung second by Radig to approve CMBA proposal dated August 23, 2017 for \$2,500.00 for Courthouse #201 window & structural repair project. Carried 5-0. Copy filed.
- 9e. Motion by Taylor second by Ung to approve Siouxland District Health boiler replacement project AIA G701/CMA contract date February 15, 2017 change order #2 for a reduction of \$464.00. Carried 5-0. Copy filed.
- 10. Motion by Radig second by Taylor to approve contract between Satellite Tracking of People, LLC by Securus Technologies and Woodbury County Sheriff's office. Carried 5-0. Copy filed.
- 11. Motion by Taylor second by Pottebaum to approve and authorize the Chairperson to sign a Resolution for a petitioning IDNR, Legislature, and Governor's Office to act to implement reasonable rules and regulations. Carried 3-2 on a roll vote; Radig and De Witt were opposed.

RESOLUTION #12,620

Whereas the Woodbury County Board of Supervisors has been presented or made aware of several hog AFOs (animal feeding operations) just under the 500-animal unit threshold requiring further DNR guidelines and regulations; and,

Whereas more than 60 signatures and dozens of citizens petitioned the Woodbury County Board of Supervisors with concerns about a lack of manure management plans and filings, appropriate setbacks, air and water quality, nuisance conditions, transparency, and the lack of neighborhood input; and,

Whereas many citizens believe that several simultaneously constructed facilities just under the 500-threshold capacity by a parent entity such as a corporate, absentee owner, or factory farm circumvents the intent of the Legislature to support small-time or family, homestead farming; and,

Whereas Iowa leads the nation as a pork producer but reasonable rules and regulations can be achieved in a balanced way that does not overregulate and impede economic development of an important industry; and,

Whereas citizens are looking for collaborative, cooperative solutions and seek SAFO/CAFO facility developers to sponsor a neighborhood gathering or meeting followed by a formal public hearing which would place developers and neighbors face to face where issues could be aired resulting in changes in location, construction, and operating practices which could mitigate actual or perceived concerns; and,

Whereas, passage of legislation providing additional DNR review could lead to increased setback requirements, manure management filings, and manure management controls applying to all facilities no matter the size of animal units;

Now, therefore, be it resolved the Woodbury County Board of Supervisors do hereby petition the Governor of Iowa, the State Legislature, and Iowa Department of Natural Resources to address these issues in order to balance the economic development key to our growth as an agricultural state with the protection of air, water, health, "quality of life," and economic interests of the citizens we were elected to represent.

SO RESOLVED this 29th day of August, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

12. The Chairperson reported on the day-to-day activities.
13. Reports on committee meetings were presented.
14. There were no citizen concerns.
15. Board member concerns were presented.

The Board adjourned the regular meeting until September 5, 2017.

Meeting sign in sheet. Copy filed.

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcel #894717351012 & #894717351011

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**Lot 29 Pleasant View Addition, City of Sioux City, in the County of Woodbury and State of Iowa
(1667 W. Lunah Ave.)**

**Lot 28 Pleasant View Addition, City of Sioux City, in the County of Woodbury and State of Iowa
(1673 W. Lunah Ave.)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **19th Day of September, 2017 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **19th Day of September, 2017**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$511.00** plus recording fees.

Dated this 5th Day of September, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: The Nature Conservancy Date: 3/23/14
Address: 303 Locust St. Ste. 402 Des Moines, IA Phone: 898-7165
50309

Address or approximate address/location of property interested in:
1667 W. Lurah Ave.

#894717351012

**This portion to be completed by Board Administration **

Legal Description:

Lot 29, Pleasant View Addition, City of
Siox City, Woodbury County, Iowa

Tax Sale #/Date: # 919 6/15/2015 Parcel # 427035

Tax Deeded to Woodbury County on: 1/12/2017

Current Assessed Value: Land \$14,600- Building Ø Total \$14,600-

Approximate Delinquent Real Estate Taxes: \$709-

Approximate Delinquent Special Assessment Taxes: Ø

*Cost of Services: \$106-

Inspection to: Jeremy Taylor Date: 3/24/14

Minimum Bid Set by Supervisor: \$146 plus \$106 for cost of services Total: \$252-

Date and Time Set for Auction: Tuesday, September 9th @ 4:35

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.

* Combined total for both parcels: \$511-

REQUEST FOR MINIMUM BID

Name: The Nature Conservancy - Date: 3/23/16
Address: 303 Locust St. ^{ste.} 402 ; Des Moines, IA Phone: 898-7165
50309

Address or approximate address/location of property interested in:

1673 W Luman Ave

GIS # 894717351011

**This portion to be completed by Board Administration **

Legal Description:

Lot 28, Pleasant View Addition, City of
Sioux City, Woodbury County, Iowa

Tax Sale #/Date: #918 6/15/15 Parcel # 427020

Tax Deeded to Woodbury County on: 11/2/17

Current Assessed Value: Land \$15,300 Building Ø Total \$15,300

Approximate Delinquent Real Estate Taxes: \$744

Approximate Delinquent Special Assessment Taxes: Ø

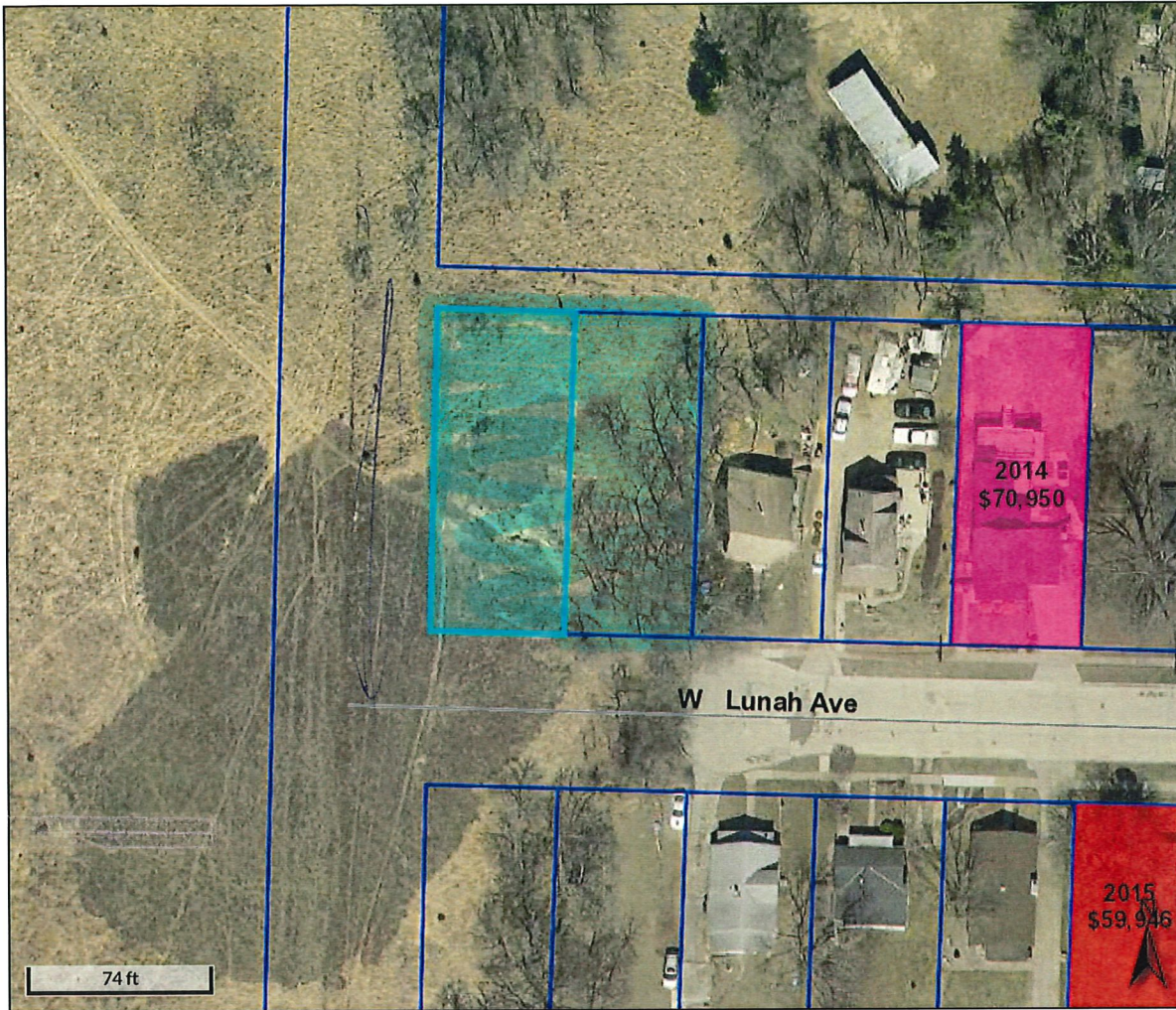
*Cost of Services: Ø \$106

Inspection to: Jeremy Taylor Date: 3/24/16

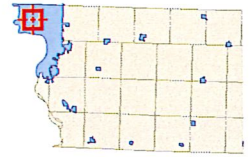
Minimum Bid Set by Supervisor: \$153 plus \$106 for cost of services

Date and Time Set for Auction: Tuesday, September 19th @ 4:35 Total: \$259

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Sections
- Residential Sales**
- ▭ 2013
- ▭ 2014
- ▭ 2015
- ▭ Parcels

Parcel ID	894717351011	Alternate ID	427020	Owner Address	STOLPE ERIC & STOLPE RHEINOLA
Sec/Twp/Rng	0-0-0	Class	R		1663 WLUNAH AVE
Property Address	1673 WLUNAH AVE	Acreage	n/a		SIOUX CITY, IA 51103-0000
	SIOUX CITY				
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	PLEASANT VIEW LOT 28				
	(Note: Not to be used on legal documents)				

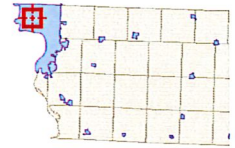
Date created: 3/25/2016
 Last Data Uploaded: 3/24/2016 10:29:01 PM

 Developed by
 The Schneider Corporation

Beacon™ Woodbury County, IA / Sioux City



Overview




Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- County Residential Sales
- 2015
- 2016
- 2017
- Sioux City Residential Sales
- Parcels

Parcel ID	894717351012	Alternate ID	427035	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1667 W LUNAH AVE	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	PLEASANT VIEW LOT 29				
	(Note: Not to be used on legal documents)				

Date created: 8/17/2017
 Last Data Uploaded: 8/16/2017 10:43:11 PM

 Developed by
 The Schneider Corporation

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcel #894721406004

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

Lot 2, except the East 100 feet thereof, in Block 2, Boulevard Addition to Sioux City, in the County of Woodbury and State of Iowa (1924 Ingleside Ave.)

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **19th Day of September, 2017 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **19th Day of September, 2017**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$511.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 5th Day of September, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Douglas Webb

Date: 4/4/17

Address: 30074 Juniper Ave

Phone: 251-0369

Address or approximate address/location of property interested in:

1924 Ingleside Ave

GIS PIN # 894721406004

**This portion to be completed by Board Administration **

Legal Description:

Lot 2, except the East 100 feet thereof, in
Block 2, Boulevard Addition to Sioux City, Iowa,
in the County of Woodbury and State of Iowa

Tax Sale #/Date: # 909 6/18/12 Parcel # 078060

Tax Deeded to Woodbury County on: 8/24/17

Current Assessed Value: Land \$200- Building 0 Total \$200-

Approximate Delinquent Real Estate Taxes: \$ 785-

Approximate Delinquent Special Assessment Taxes: \$ 26,059-

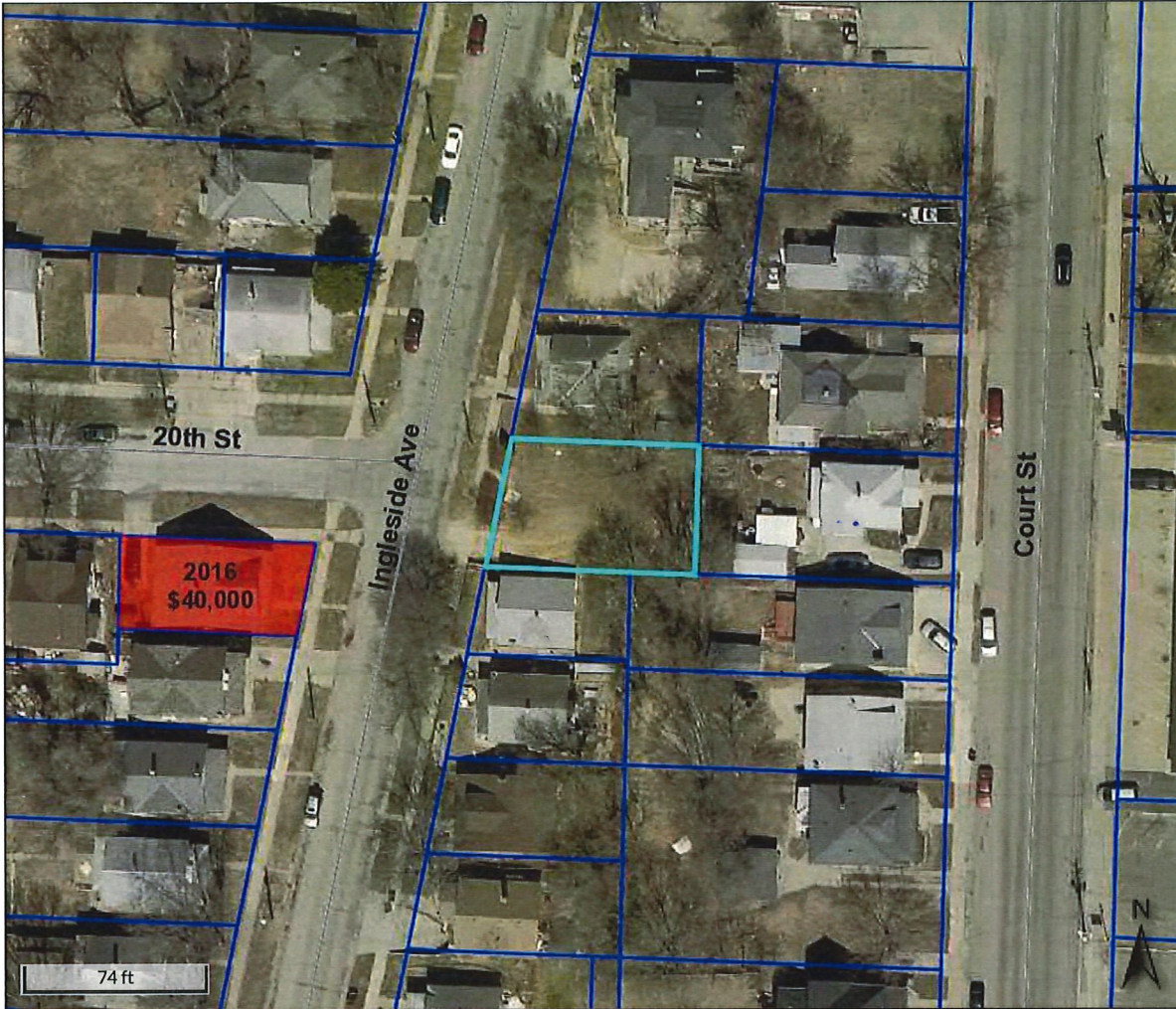
*Cost of Services: \$113

Inspection to: Matthew Ong Date: 4/5/17

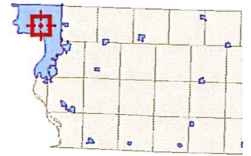
Minimum Bid Set by Supervisor: \$200 plus \$113 for cost of services

Date and Time Set for Auction: Tuesday, September 19th @ 4:37 Total: \$313

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- County Residential Sales
- 2014
- 2015
- 2016
- Sioux City Residential Sales
- ▭ Parcels

Parcel ID	894721406004	Alternate ID	078060	Owner Address	COOVER WILMA A COOVER RON DALE
Sec/Twp/Rng	0-0-0	Class	R		1924 INGLESIDE AVE
Property Address	1924 INGLESIDE AVE	Acreage	n/a		SIOUX CITY IA 51104-0000
	SIOUX CITY				
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	BOULEVARD				
	ALL W OF E 100 FT LO				
	T 2 BLK 2				
	(Note: Not to be used on legal documents)				

Date created: 2/7/2017
 Last Data Uploaded: 2/6/2017 10:40:20 PM

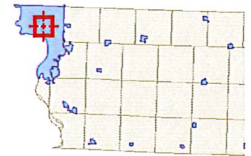


Beacon™

Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- County Residential Sales
- 2014
- 2015
- 2016
- Sioux City Residential Sales
- ▭ Parcels

Parcel ID	894721406004	Alternate ID	078060	Owner Address	COOVER WILMA A COOVER RON DALE
Sec/Twp/Rng	0-0-0	Class	R		1924 INGLESIDE AVE
Property Address	1924 INGLESIDE AVE	Acreage	n/a		SIOUX CITY IA 51104-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM
 Brief Tax Description BOULEVARD
 ALL W OF E 100 FT LO
 T 2 BLK 2

(Note: Not to be used on legal documents)

Date created: 2/7/2017
Last Data Uploaded: 2/6/2017 10:40:20 PM



Developed by
The Schneider Corporation

HUMAN RESOURCES DEPARTMENT

#9a

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 5, 2017

*** PERSONNEL ACTION CODE:**

- | | |
|----------------|---------------------|
| A- Appointment | R-Reclassification |
| T - Transfer | E- End of Probation |
| P - Promotion | S - Separation |
| D - Demotion | O - Other |

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Moffatt, Tyler	County Sheriff	8-21-17	Sheriff Reserve Officer			S	Resignation.
Kyle, Michelle	County Sheriff	8-28-17	Civilian Jailer			S	Resignation.
Johnson, Zachary	County Sheriff	9-06-17	Civilian Jailer	\$18.72/hour		T	Position Transfer from Sheriff Reserve Officer to Civilian Jailer.

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR:



WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County
FROM: Ed Gilliland, Human Resources Director
SUBJECT: Memorandum of Personnel Transactions
DATE: September 5, 2017

For the September 5, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff Reserve Officer, Resignation.
- 2) County Sheriff Civilian Jailer, Resignation.
- 3) County Sheriff Reserve Officer, transfer to Civilian Jailer.



Thank you

HUMAN RESOURCES DEPARTMENT

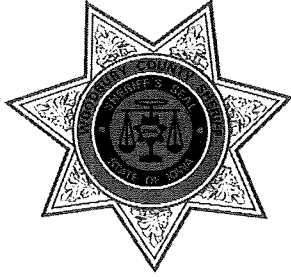
WOODBURY COUNTY, IOWA

DATE: September 5, 2017

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$18.72/hour		
	*Please see attached memo of explanation.			

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@woodburycountyiowa.gov
FAX: 712.279.6522

28 August 2017

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, effective September 6th, 2017. We request this be placed on the agenda for the Tuesday, Sept 5th, 2017, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 8/31/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Consideration of a permit for use of the county right of way for an underground utility

ACTION REQUIRED:

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

EXECUTIVE SUMMARY:

Mid American Energy has requested the approval of a permit to install electrical lines in the right of way of 160th Street near Correctionville.

BACKGROUND:

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. New
facilities will be constructed in county right of way. This project will connect a residence to a new communication line.

FINANCIAL IMPACT:

No financial impact to the county.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend approval of the permits for Mid American Energy.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the above ground utility permits for Mid American Energy and to direct the chair to sign the permits.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name MIDAMERICAN ENERGY Co. Highway D22
 Township KEDRON
 Address 223 SO. IOWA ST. City of Sioux City
 Office Phone 712-233-4842 Local Phone 712-233-4830 Section: $\frac{1}{4}$ of $\frac{1}{4}$ Sec
 Type of Utility Installation OVERHEAD ELECTRIC T N, R W
 Plans Prepared By MIDAMERICAN ENERGY Co. Copy Enclosed Yes No
 Map Showing Location Enclosed Yes No
 Utility Location is cross right-of-way parallel to right-of-way
 overhead underground
 Proposed Method of Installation
 tunnel suspend on poles cased
 jack & bore suspend on towers trench
 open cut plow

Estimated Starting Date 10/16/2017 Estimated Restoration Date 12/15/2017

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By William J. Hoeden Title SR. ENGINEERING SPECIALIST
 (Signature of Authorized Utility Representative) Date 8/18/2017

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____ Title _____
 (Signature of Woodbury County Board Chairman)

Date _____

By _____ Title _____
 (Signature of Woodbury County Engineer)

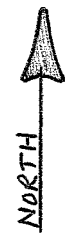
Date _____

Other Special Provisions:

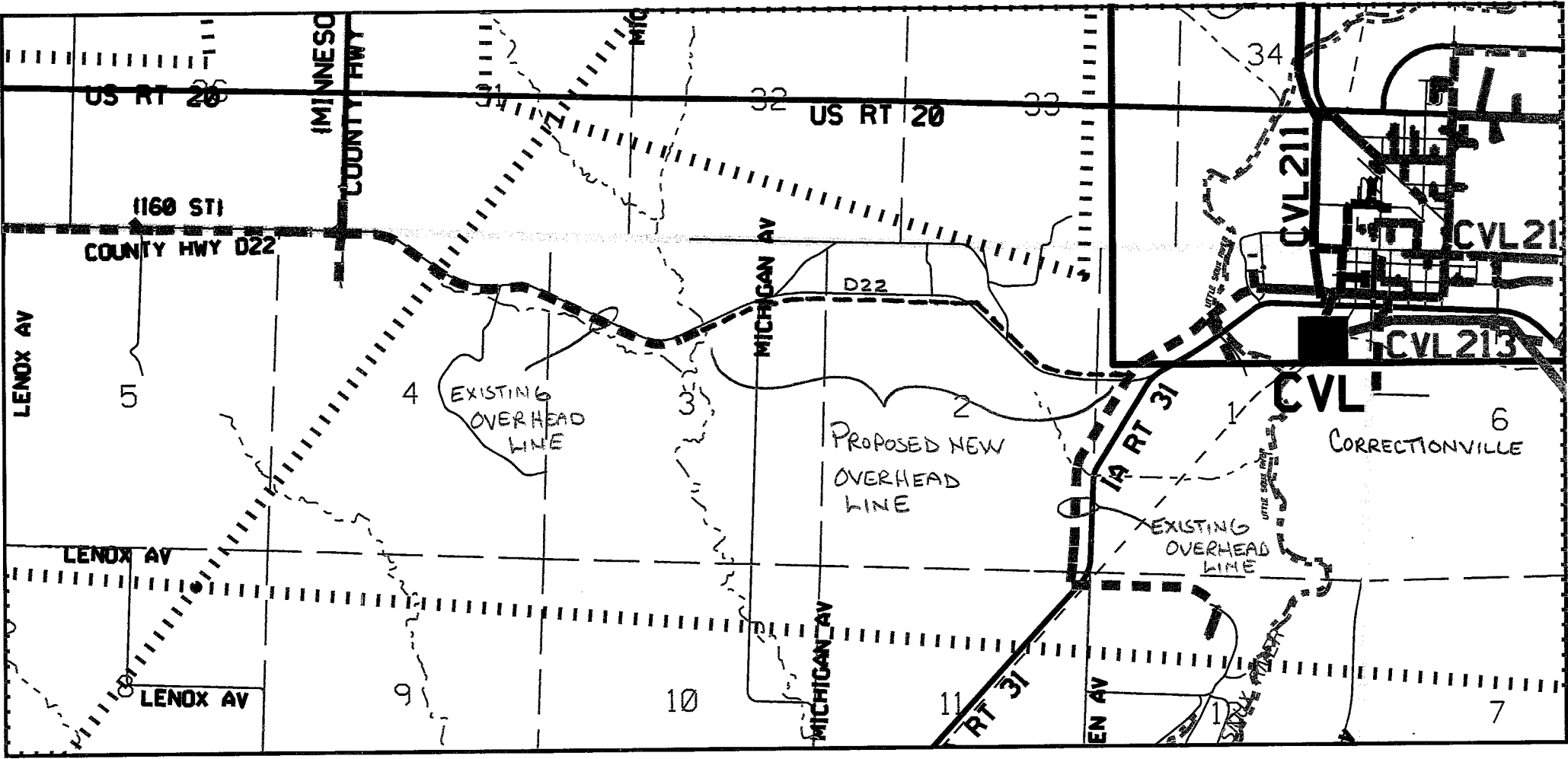
Permit Provisions and Conditions of Issuance

- The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities. The Board will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to expose, cover up, or disturb any facilities belonging to the Applicant, in order that the Applicant may arrange to protect the facilities. The Board will inform contractors, and others working on the job of the location of the facilities so that reasonable care may be taken to avoid damaging the facilities, however the County and the Board of Supervisors will assume no responsibility for failure to give such notice.

2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.
3. Operations in the construction and maintenance of said facilities shall be carried on in such a way as to not interfere with, or interrupt traffic on said roads. However, should the performance of work called for in this permit in any way interfere with or obstruct traffic on said roads, the Applicant shall provide the necessary flagmen as required by the Statutes when one-way traffic is involved and/or otherwise mark said work so as to protect the traveling public.
4. The Applicant shall hold the County and the Board of Supervisors harmless from any damages that may result to said highway because of the construction or maintenance of said facilities and shall reimburse the County or the Board of Supervisors for any expenditures that the County or the Board of Supervisors may have to make on said roads on account of replacement of surfacing gravel and bridge and culvert repairs.
5. Applicant shall lay, construct, operate and maintain said facilities so as not to interfere with natural drainage of the road and so as not to interfere with the construction or maintenance of said roads. When buried cable or wire lines are to be placed lengthwise with the roadway, they shall be placed in the County road shoulder or ditch near the toe of the fore-slope and parallel to centerline of roadbed at a depth of three (3) to four (4) feet by using specially designed plows or by trenching, whichever is appropriate. Plow slots and trenches shall be repacked as necessary to restore the disturbed area to its original condition. For buried line crossings of roadways not paved, an open trench may be dug and the lines placed therein, and the trench back-filled over the lines. Buried line crossings on paved roadways, lines may be placed through the sub-grade by jacking, or by boring a hole just large enough to take the lines; or if the County Engineer approves, a tunnel may be dug through and the cable or wire lines placed therein. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6" or less in depth. Back-filling of trenches within the right-of-way by not under the traveled roadway shall be tamped sufficiently to avoid settlement. When crossing an existing roadway, all buried facilities shall be placed a minimum of three (3) to four (4) below the bottom of the existing adjacent ditches. Overhead lines, where practical, shall be placed adjacent to and with two (2) feet of the Road/Highway Right-of-Way Line.
6. The Applicant will at any time subsequent to placing the facilities, and at the Applicant's expense, relay, replace, alter, change, reconstruct, or relocate its overhead and/or buried facilities and appurtenances thereto as may become necessary to conform to new grades, alignment, or widening right-of-way, resulting from maintenance or construction operations by the County Board of Supervisors irrespective of whether or not additional right-of-way is acquired in connection with such road improvements. The Applicant agrees to do this within ninety (90) days written notice from the Board of Supervisors, and without cost to the County. If the Applicant is unable to comply within said ninety (90) days, the Board of Supervisors may cause the work to be done and the Applicant will pay the cost thereof upon receipt of statement.
7. All work shall be done in a workmanlike manner; the surrounding ground, slopes, and ditch bottoms shall be reshaped to conform to the area and left in a neat condition satisfactory to the County Engineer. All areas where sod has been damaged or destroyed shall be re-seeded.
8. The Applicant shall notify the County Board of Supervisors at least forty-eight (48) hours in advance of the Applicant's intention of starting work covered by this permit on the road right-of-way. Said notice shall be in writing to the County Engineer.
9. Applicant, its' successors, grantees and assigns shall and hereby agrees to assume all responsibility, risks and liabilities for all accidents and damages that may occur to persons and/or property on account of the work done under this permit, and to this end, indemnify and hold the County and all authorized representatives thereof harmless from any and all claims, damages, losses, and expense including judgements, costs and including attorney's fees, for personal injuries (including death) or property damage arising or resulting from the activities of the Applicant in connection herewith, now and at all times in the future.
10. It is understood that this permit is issued only insofar as Woodbury County has jurisdiction and does not presume to release the Applicant from fulfilling any existing statutes relating to the installation, construction and operation of said facilities.
11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.
12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.



KEDRON
TOWNSHIP



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 08-31-17 Weekly Agenda Date: 09-05-17

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM:

Presentation of Award Certificate to David Gleiser.

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

Presentation of Award Certificate for 4 hours of Paid Time Off to David Gleiser.

BACKGROUND:

On 6-16-15 the Board of Supervisors approved the participation of Woodbury County employees in the City of Sioux City Blood Drives and to provide the same incentive of four hours of paid time off to employees who reach gallon milestones. Recipients of this award have been kind enough to donate to the blood bank for the benefit of others.

FINANCIAL IMPACT:

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION:

CERTIFICATE OF AWARD
FOUR (4) HOURS OF PAID TIME OFF
AWARDED TO
DAVID GLEISER

**FOR THE GENEROUS DONATION OF 1 GALLON TO THE LIFESERVE BLOOD CENTER
(TIME OFF MUST BE REDEEMED WITHIN SIX MONTHS FROM THE DATE BELOW)**

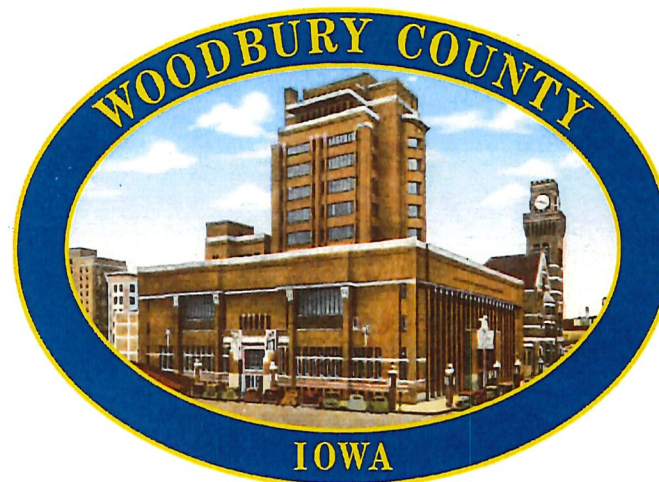
Matthew Ung, Board of Supervisors, Chairman

Rocky DeWitt, Board of Supervisors

Marty Pottebaum, Board of Supervisors

Keith Radig, Board of Supervisors

Jeremy Taylor, Board of Supervisors



September 5th, 2017

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#12

Date: 8/31/17 Weekly Agenda Date: Sept. 5, 2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dawn Snyder, Conservation Department

WORDING FOR AGENDA ITEM:

Loess Hills and Heritage Week Proclamation

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Request for Woodbury County to sign the Proclamation and join Governor Kim Reynolds and other Iowa counties in the Loess Hills region of Iowa in recognizing the significance of the Loess Hills.

BACKGROUND:

On August 24, 2017 Iowa Governor Kim Reynolds proclaimed September 23 - October 1, 2017 as Loess Hills and Heritage Week and urged public, private and volunteer groups to promote and educate the public about the Loess Hills. This unique land form is found in no other part of the world except near the Yellow River in China.

FINANCIAL IMPACT:

Woodbury County is one of seven counties in the Loess Hills region of Iowa. Tourism to the Loess Hills National Scenic Byway, parks and attractions such as the Dorothy Pecaut Nature Center plays an important economic impact to our area.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Proclaim Loess Hills and Heritage Week in Woodbury County and encourage participation, education and promotion of the Loess Hills.

ACTION REQUIRED / PROPOSED MOTION:

Signing of Proclamation

PROCLAMATION of WOODBURY COUNTY LOESS HILLS AND HERITAGE WEEK

- Whereas:** The Loess Hills region of Western Iowa includes some of Iowa's most beautiful and precious cultural, historic and natural resources. Loess (pronounced "luss"), a German term meaning loose or crumbly, is a yellowish sedimentary deposit of wind-blown silt forming a distinctive 640,000-acre range of hills running parallel to the Missouri River 220 miles from Mound City, MO to Westfield, IA, passing through Fremont, Mills, Pottawattamie, Harrison, Monona, Woodbury and Plymouth Counties. Loess Hills like Iowa's are rare, found in no other part of the world except near the Yellow River in China.
- Whereas:** Woodbury County, Iowa, lies within the Loess Hills region of Iowa.
- Whereas:** The Loess Hills bluffs, as they are sometimes called, have a wealth of special wildlife, trees and prairie plants. The state cited 39 rare animal and plant species there, the largest concentration in Iowa. Hills animals such as the plains pocket mouse, ornate box turtle, Great Plains skink (lizard) and spadefoot toad, are becoming rare and even endangered. Three-fourths of Iowa's original native prairies are there.
- Whereas:** The Loess Hills region is known as one of this country's prehistoric gems, home to more than 800 archeological sites. Humans have been crossing through or living in the region for at least the past 12,000 years. Nationally significant are the late settlements of Mill Creek (900 AD), the Glenwood lodge sites (1000 AD), Kimball Village (1100 AD), and the findings at the Turin gravel pit (3000 BC). Later, the region was used by the Ioway, Oto, Omaha, Sac, Fox, and for a short time, the Potawatomi peoples.
- Whereas:** The Loess Hills region celebrates a rich history of exploration and pioneer settlement, from the Lewis and Clark Expedition and the great Mormon migration, to the Mormon, California and Oregon Trails that tempted pioneers westward, the Underground Railroad, and the old transcontinental Lincoln Highway.
- Whereas:** The communities such as ours that lie within the Loess Hills continue to offer a vibrant place in the culture, history and arts of the region, drawing upon their unique heritage and geological influence. Many towns within the region are threaded together by the Loess Hills National Scenic Byway, named one of the 10 most scenic roads in the U.S. by nonprofit *Scenic America*. Currently more than 60 parks offer a glimpse of the impressive nature of the Hills and the six National Landmarks located there.
- Whereas:** A significant grassroots effort is underway in our community and elsewhere within the Loess Hills region to celebrate the unique historical, cultural, geological and aesthetic character of the Loess Hills.
- Whereas:** On August 24, 2017, Iowa Governor Kim Reynolds proclaims September 23 to October 1, 2017 as *Loess Hills and Heritage Week*, and urges public, private and volunteer groups during this time to promote the Loess Hills, educate the public about them and encourage all to see and enjoy this rare and precious region.
- Whereas:** An extensive list of events and sites within the Loess Hills featured for Loess Hills and Heritage Week is published at www.visitloesshills.org/loess-hills--heritage-week.html.
- Therefore:** We, the governing body of Woodbury County, Iowa, likewise resolve and proclaim our support for *Loess Hills and Heritage Week* and urge the public, private and volunteer groups within and around our community during this time to promote the Loess Hills, educate the public about them and encourage all to see and enjoy this rare and precious region.

Signed: _____

Date: _____

Matthew Ung, Chairman, Woodbury County Board of Supervisors



Ahlers & Cooney, P.C.
Attorneys at Law

100 Court Avenue, Suite 600
Des Moines, Iowa 50309-2231
Phone: 515-243-7611
Fax: 515-243-2149
www.ahlerslaw.com

R. Mark Cory
515.246.0378
rcory@ahlerslaw.com

August 24, 2017

Via Overnight Delivery

Dennis Butler
Finance/Operations Controller
Woodbury County Courthouse
620 Douglas Street
Sioux City, IA 51101-1248

Re: Woodbury County, State of Iowa
Not to Exceed \$850,000 General Obligation Capital Loan Notes

Dear Dennis:

We enclose suggested proceedings to be acted upon by the Board on the date fixed for the hearing on the authorization to enter into a loan agreement and the issuance of the above mentioned Notes, pursuant to the provisions of Code Sections 331.402 and 331.443. A certificate to attest the proceedings is also enclosed.

The proceedings are prepared to show as a first step the receipt of any oral or written objections from any resident or property owner to the proposed action of the Board to enter into a loan agreement and issue the Notes. A summary of objections received or made, if any, should be attached to the proceedings. After all objections have been received and considered if the Board decides not to abandon the proposal to issue the Notes, a form of resolution follows that should be introduced and adopted, entitled "Resolution Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$850,000 General Obligation Capital Loan Notes".

Action Must Be Taken At The Hearing.

The Board is required by statute to adopt the resolution instituting proceedings to enter into a loan agreement and issue the Notes at the hearing or an adjournment thereof. If necessary to adjourn, the minutes are written to accommodate that action.

In the event the Board decides to abandon the proposal, then the form of resolution included in the proceedings should not be adopted. We would suggest that, in this event, a motion merely be adopted to the effect that such proposal is abandoned.

August 24, 2017

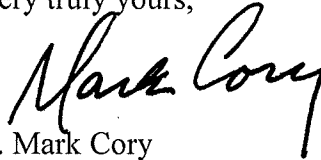
Page 2

Section 331.443 of the Code provides that any resident or property owner may appeal the decision to take additional action to the District Court for the County within 15 days after the additional action is taken. The additional action is final and conclusive unless the court finds that the Board exceeded its authority.

In the event an appeal is filed by any resident or property owner, please see that we are notified immediately; and, as soon as available, a copy of the notice of appeal should be furnished our office for review.

Also enclosed is an extra copy of the proceedings to be filled in as the original and certified back to this office. If you have any questions pertaining to the proceedings enclosed or this letter, please do not hesitate to either write or call.

Very truly yours,



R. Mark Cory
FOR THE FIRM

RMC:csm

Enclosures

cc: Karen James
Michael Clayton

01398487-1\18799-026

ITEMS TO INCLUDE ON AGENDA FOR SEPTEMBER 5, 2017

WOODBURY COUNTY, IOWA

Not to Exceed \$850,000 General Obligation Capital Loan Notes.

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the County thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE COUNTY.

September 5, 2017

The Board of Supervisors of Woodbury County, State of Iowa, met in _____ session, in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at _____ .M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$850,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of peace officer communication equipment and other emergency services communication equipment and systems, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

The Chairperson then asked the Auditor whether any written objections had been filed by any resident or property owner of the County to the issuance of the Notes. The Auditor advised the Chairperson and the Board that _____ written objections had been filed. The Chairperson then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Chairperson declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Chairperson declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Board then considered the proposed action and the extent of objections thereto.

Whereupon, Board Member _____ introduced and delivered to the Auditor the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$850,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, _____, at this place.

Board Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$850,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$850,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of peace officer communication equipment and other emergency services communication equipment and systems, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA:

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$850,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 5th day of September, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

I, the undersigned County Auditor of Woodbury County, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2017.

County Auditor, Woodbury County, State of Iowa

(SEAL)

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#14a

Date: 8/31/2017

Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

LEC Kitchen Equipment has been specified, agreed upon and is now ready for order placement by CBM Managed Food Service.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

A very lengthy process to identify, and accurately specify Kitchen Equipment manufacture submittal sheets has been completed. CBM Managed Food Service is prepared to place the equipment order per the Food Service contract language. Cooks Correctional Equipment has been identified as the lowest cost equipment vendor. Modifications or additions to electrical, gas, Ansul, domestic water, exhaust, drain, and work table systems will be required in both the Kitchen (second floor) and the Freezer/ Cooler (first floor) areas in preparation for the equipment arrival and installations. Two pieces of equipment, a steam kettle, and a mixer will be moved from the Prairie Hills Kitchen to the LEC Kitchen for re-use. The Steamer will be converted from propane to natural gas.

BACKGROUND:

Building Services, CBM Managed Food Services, the Sheriff's Office, and the County Attorney's Office all participated in drafting a food-service agreement that would provide \$125,000.00 amortized over a 10-year term toward the purchase of new Kitchen Equipment for the LEC. A major step in closing the outdated Prairie Hills Facility. Modifications costs necessary to prepare areas and systems for equipment were anticipated and budgeted for in the 2017 CIP.

FINANCIAL IMPACT:

CBM Managed Food-Services- Provides: \$125,000 toward Kitchen Equipment amortized over 10-year Food-service contract term

2017 CIP #B11-17 Budget- \$75,000

Goodwin Tucker- Freezer System/ Cooler System Assembly & Installations = \$19,111.00

CW Suter- Manufacture & Install Stainless Ansul hood fabrication and exhaust ducting modifications = \$9,000.00

CW Suter- Cut-off and re-fabricate stainless steel table-top's to dishwasher entrance and exits, cut-off and re-fabricate new exhaust hoods to dishwasher (two) = \$3,750.00.

Thompson Electric- Cooler/ Freezer Electrical power supplies and installations (first floor) = \$13,987.00

Thompson Electric- Kitchen Equipment Electrical Power Circuits and Equipment Installation = \$13,250.00

Midwest Mechanical- Material & Labor to install Natural Gas piping and solenoid valves to new kitchen equipment = \$5,000.00

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Building Services requests equipment order and installation approval.

ACTION REQUIRED / PROPOSED MOTION:

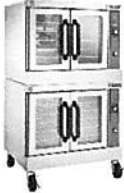

1. Motion to approve Cooks Correctional Kitchen Equipment order through CBM Managed Food Service as quoted and not to exceed \$125,000.00
2. Motion to approve proposals from Goodwin Tucker, CW Suter, Thompson Electric, and Midwest Mech. for the modifications and installation of Kitchen Equipment and food storage areas.

08/28/2017

To:
 CBM Foodservice
 Jeff Green
 500 E. 52nd Street North
 Sioux Falls, SD 57104-
 jeff@cbmfoodservice.com


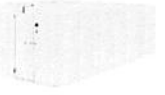

Project:
 Woodbury County Jail/CBM

From:
 Cook's Correctional
 Mike Cardosi
 27725 Diehl Rd.
 Warrenville, IL 60555-3998
 630-821-6300 116
 630-821-6315 (Fax)
 mcardosi@cooksdirect.com

Item	Qty	Description	Sell	Sell Total
1	2 ea	CONVECTION OVEN, GAS  Vulcan Model No. VC44GD Convection Oven, gas, double-deck, standard depth, solid state controls, electronic spark igniters, 60 minute timer, 8" high legs, stainless steel front, top and sides, stainless steel doors with windows, 50,000 BTU each section, NSF, CSA Star, CSA Flame, ENERGY STAR® Dimensions 70(h) x 40(w) x 42.25(d) 2 ea 1 year limited parts & labor warranty, standard 2 ea Natural gas (add -1 suffix) (specify elevation if over 2,000 ft.) 2 ea (2) 120v/60/1-ph, (2) 1/2 HP, 16.0 amps total, (2) 6' cords with plugs, NEMA 5-15P, standard 2 ea Gas manifold piping included with stacking kit to provide single point gas connection 2 ea Dormont 1675KIT2S48 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, 1 SnapFast® QD, 2 Swivel MAX®, 1 full port valve, coiled restraining cable with hardware, 160,000 BTU/hr minimum flow capacity, limited lifetime warranty Class 85 Weight: 1868.74 lbs total	\$6,500.00	\$13,000.00
			ITEM TOTAL:	\$13,482.12
2	1 ea	RANGE, 60", 6 BURNERS, 24" GRIDDLE  Vulcan Model No. 60SS-6B24GN Endurance™ Restaurant Range, natural gas, 60", (6) 30,000 BTU burners with lift-off burner heads, (1) 24" manual griddle, 3/4" thick, 4" wide front grease trough, (2) standard oven bases, stainless steel front, sides, backriser & high shelf, fully MIG welded frame, 6" adjustable legs, 278,000 BTU, CSA Flame, CSA Star, NSF Dimensions 58(h) x 60(w) x 34(d) 1 ea 1 year limited parts & labor warranty, standard 1 ea Griddle on right side, standard 1 ea STUB10-XL60 10" Stub back, for 60" ranges, stainless steel 1 ea CASTERS ADJRR8 Adjustable casters 1 ea Dormont 16100KIT48 Dormont Blue Hose™ Moveable Gas Connector Kit, 1" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, 1 SnapFast® QD, 1 full port valve (2) 90° elbows, coiled restraining cable with hardware, 334,000 BTU/hr	\$4,711.70	\$4,711.70

Item	Qty	Description	Sell	Sell Total
		minimum flow capacity, limited lifetime warranty		
	Class 85	Weight: 1034.38 lbs total		
			ITEM TOTAL:	\$5,963.15
3	1 ea	DISHWASHER, CONVEYOR TYPE Hobart Model No. CL44EN-BAS+BUILDUP Conveyor Dishwasher, single tank, (202) racks/hour, insulated hinged doors, .62 gallon/rack, stainless steel enclosure panels, microprocessor controls with low temperature & dirty water indicators, ENERGY STAR® Dimensions 68.5(h) x 44.75(w) x 31.25(d)	\$16,764.38	\$16,764.38
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	CL44EN-BASELE0CD 480v/60/3-ph		
	1 ea	CL44EN-BASHTE15K Electric tank heat 15kW	\$1,853.49	\$1,853.49
	1 ea	CL44EN-BASERH30K 30kW electric booster	\$3,178.45	\$3,178.45
	1 ea	CL44EN-BASDIRORL Right to left operation		
	1 ea	CL44EN-BASHGTSTD Standard height		
	1 ea	CL44EN-BASFETSTD Standard feet		
	1 ea	NOTE: For water over 3-grains of hardness, Hobart suggests adding a water softener.		
	2 ea	VNTHD/E-DOM E-series vent hood domestic	\$807.35	\$1,614.70
	1 ea	CLE/TBL-SWITCH Table LMT switch CLE-Series	\$345.80	\$345.80
		Weight: 624 lbs total		
			ITEM TOTAL:	\$23,756.82
4	1 ea	DISPOSER InSinkErator Model No. SS-200-12A-MRS SS-200™ Complete Disposer Package, with 12" diameter bowl, 6-5/8" diameter inlet, with removable splash baffle & reversible bowl cover, 2 HP motor, stainless steel construction, includes syphon breaker, solenoid valve, flow control valve, manual reverse switch, adjustable leg kit	\$1,991.60	\$1,991.60
	1 ea	(1) year parts & labor warranty from date of installation (standard)		
	1 ea	Standard height disposer body		
	1 ea	208v/60/3-ph, 3.3 amps		
	1 ea	SYPHON STD Syphon breaker standard, 1/2" (11477)		
	1 ea	THROAT GUARD Disposer throat guard, 6-5/8" opening only (13620)	\$58.76	\$58.76
	Class 85	Weight: 92.4 lbs total		
			ITEM TOTAL:	\$2,050.36
5	76 ea	WIRE SHELVING Advance Tabco Model No. EC-1848-X Packed 4 ea Wire Shelving, Special Value, 48"W x 18"D, heavy duty, chrome plated finish, NSF Dimensions 1(h) x 48(w) x 18(d)	\$26.25	\$1,995.00
	76 ea	ECPC-74-X Wire Shelving Post, Special Value, 74"H, numbered, heavy duty, chrome plated, for use with casters, NSF	\$9.45	\$718.20
	19 st	EC-25-X Wire Shelving, Special Value Stem Casters, (4) 5" swivel rubber, (2) with brakes, include donut bumpers (for wire shelving	\$67.20	\$1,276.80

Item	Qty	Description	Sell	Sell Total
		only)		
	Class 70	Weight: 1729 lbs total		
			ITEM TOTAL:	\$3,990.00
6	4 ea	DUNNAGE RACK Advance Tabco Model No. DUN-2460-1X Special Value Dunnage Rack, square bar, one tier, 60"W x 24"D x 12"H, aluminum finish, 2000 lb. load capacity (evenly distributed), NSF Dimensions 12(h) x 60(w) x 24(d)	\$86.90	\$347.60
	Class 125	Weight: 68 lbs total		
			ITEM TOTAL:	\$347.60
7	2 ea	DUNNAGE RACK Advance Tabco Model No. DUN-2436-1X Special Value Dunnage Rack, square bar, one tier, 36"W x 24"D x 12"H, aluminum finish, 1500 lb. load capacity (evenly distributed), NSF Dimensions 12(h) x 36(w) x 24(d)	\$66.00	\$132.00
	Class 125	Weight: 22 lbs total		
			ITEM TOTAL:	\$132.00
8	1 ea	CONVECTION STEAMER, GAS Vulcan Model No. C24GA10 Convection Steamer, Gas, 2 compartments on 24" cabinet base, (10)12" x 20" x 2-1/2" deep total pan capacity, high output stainless steel steam generator with staged water fill, manual control with 60-minute timer with buzzer each compartment, split water line, stainless steel interior, exterior, frame & flanged feet, electric ignition, 125,000 BTU Dimensions 72(h) x 24(w) x 35.4(d)	\$13,610.48	\$13,610.48
	1 ea	1 year limited parts & labor warranty, standard		
	1 ea	BSC controls: Basic control package, manual control with 60-minute timer, manual drain with timed SmartDrain and PowerFlush System, standard		
	1 ea	Natural gas (add -1 suffix) (specify elevation if over 2,000 ft.)		
	1 ea	120v/60/1-ph w/ground, 300w, 2.0 amps, with 6 foot power cord & 3- prong plug, standard		
	1 ea	SMF620 SYSTEM SCALEBLOCKER™ Water Treatment, field installed by others at job site	\$781.60	\$781.60
	1 ea	2nd year limited water related parts only & labor warranty, standard		
	2 ea	HOSEWTR 3/4BBV Flex stainless steel water hose 72", 3/4" female NSHT (2 per unit recommended for gas & electric, 1 per unit for direct steam)	\$112.93	\$225.86
	1 ea	Dormont 1675KIT48 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, 1 SnapFast® QD, 1 full port valve (2) 90° elbows, coiled restraining cable with hardware, 180,000 BTU/hr minimum flow capacity, limited lifetime warranty	\$155.00	\$155.00
	Class 85	Weight: 715.85 lbs total		
			ITEM TOTAL:	\$14,772.94
9	1 ea	WALK-IN COOLER	\$8,277.00	\$8,277.00

Item	Qty	Description	Sell	Sell Total
		Nor-Lake Model No. 10X14X7-7 Fast-Trak™ Indoor Walk-In, 10' x 14' x 7'-7" H, smooth aluminum interior floor, 26 gauge embossed coated steel interior & exterior finish, self-closing door, locking deadbolt handle Dimensions 91(h) x 120(w) x 168(d)		
	1 ea	15 year original equipment panel warranty		
	1 ea	NAWD75RL4-#CYH Fast-Trak™ Outdoor Remote Refrigeration System, 35°F Cooler, 3/4 hp welded hermetic condensing unit, low profile ceiling mounted coil, R-404A refrigerant, (field pipe & charge) 115-208-230v/60/1-ph	\$3,171.00	\$3,171.00
	1 ea	18 Month Labor/Service and original equipment parts warranty		
	1 ea	5 Yr compressor warranty (net)	\$97.00	\$97.00
	1 ea	Door size 36" x 78"		
	1 ea	Door hinged on right, specify door location with sketch		
	1 ea	108833 Exterior Ramp, for walk-ins with floors		
Class 150		Weight: 2393 lbs total		
			ITEM TOTAL:	\$11,545.00
10	1 ea	WALK-IN FREEZER Nor-Lake Model No. FINELINE CUSTOM FINELINE™ Indoor Walk-In, 10' x 14' x 7'-7" H, smooth aluminum interior floor, 26 gauge embossed coated steel interior & exterior finish, self-closing door, locking deadbolt handle, Wall and ceiling panels to be 5" thick Dimensions 91(h) x 120(w) x 168(d)	\$9,932.00	\$9,932.00
				
	1 ea	15 year original equipment panel warranty		
	1 ea	LAWD200RL4-#CYH Fast-Trak™ Outdoor Remote Refrigeration System, -10°F Freezer, 2 hp welded hermetic condensing unit, low profile ceiling mounted coil, R-404A refrigerant, (field pipe & charge), 208-230v/60/1-ph	\$4,360.00	\$4,360.00
	1 ea	18 Month Labor/Service and original equipment parts warranty		
	1 ea	5 Yr compressor warranty (net)	\$155.00	\$155.00
	1 ea	Door size 36" x 78"		
	1 ea	Door hinged on right, specify door location with sketch		
	1 ea	108833 Exterior Ramp, for walk-ins with floors		
Class 150		Weight: 2563 lbs total		
			ITEM TOTAL:	\$14,447.00
11	2 ea	HAND SINK John Boos Model No. PBHS-W-1410-P-X Pro-Bowl Hand Sink, wall mount, 14"W x 10" front-to-back x 5" deep, 4" O.C. splash mount faucet holes, 1-7/8" drain, basket drain included, all stainless steel construction, NSF, CSA (Splash Mount faucet included) (FLYER NET PRICING) Dimensions 13.13(h) x 17(w) x 15.5(d)	\$105.84	\$211.68
				
	2 ea	PB-PT1.5 P-Trap, 1-1/2" & tail pipe	\$12.93	\$25.86
	2 ea	Standard flyer accessories only, NO modifications to flyer items allowed or their accessories		
Class 85		Weight: 38 lbs total		
			ITEM TOTAL:	\$237.54

Item	Qty	Description	Sell	Sell Total
12	3 ea	WORK TABLE, STAINLESS STEEL TOP Advance Tabco Model No. MSLAG-304-X Work Table, 48"W X 30"D, 16 gauge 304 stainless steel top, 18 gauge adjustable stainless steel undershelf, stainless steel legs & adjustable bullet feet, NSF Dimensions 35.5(h) x 48(w) x 30(d)	\$385.56	\$1,156.68
	3 st	TA-25S-4-X Casters, 5" diameter, set of 4 (2 with brakes) with stainless steel legs for standard working height of 35-1/2"	\$164.16	\$492.48
	Class 70	Weight: 285 lbs total		
			ITEM TOTAL:	\$1,649.16
13	1 ea	FOOD SLICER, ELECTRIC Globe Model No. G12 Food Slicer, manual, medium duty, 12" diameter knife, extended chute & end weight accommodate 10.5" tall product. Pyramid-shaped end weight teeth & improved gripping teeth on underside of endweight. Top mounted sharpener, belt driven, ball bearing chute slide, attached knife ring guard, knob added to knife cover for easier installation & removal knife cover interlock, removable slice deflector, power indicator light, motor overload protection with manual reset, anodized aluminum construction, 1/2 HP, 115v/60/1-ph, 3.0 amps, NEMA 5-15P, cETLus, ETL-Sanitation Dimensions 17.25(h) x 25(w) x 25.25(d)	\$1,250.00	\$1,250.00
	1 ea	1 year parts (excludes wear/expendable parts), 1 year labor warranty (contact factory for details)		
	Class 77.5	Weight: 61 lbs total		
			ITEM TOTAL:	\$1,250.00
14	1 ea	PLANETARY MIXER Hobart Model No. HL400-2STD 380-460/50/60/3 Mixer; with bowl, beater, whip & spiral dough arm; US/EXP configuration Legacy Planetary Mixer, 1.5 hp, 40 quart capacity, (3) fixed speeds, gear-driven transmission, 20 minute timer, #12 taper attachment hub, manual bowl lift, bowl guard, stainless steel bowl, "B" beater, "D" whip, "ED" dough hook	\$11,720.31	\$11,720.31
	1 ea	Standard warranty: 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	TRUCK-HL4030 Bowl Truck, for 30 & 40 quart mixers Weight: 468 lbs total	\$304.96	\$304.96
			ITEM TOTAL:	\$12,025.27
15	12 ea	INGREDIENT BIN Cambro Model No. IB32148 Ingredient Bin, mobile, 32 gallon capacity, molded polyethylene with sliding cover, (4) 3" heavy duty casters (2 front swivel, 2 fixed), with bin securely attached to base plate, white with clear cover, NSF Dimensions 23(h) x 22(w) x 24(d) Weight: 333 lbs total	\$194.40	\$2,332.80
			ITEM TOTAL:	\$2,332.80
16	1 ea	SMALLWARES	\$5,000.00	\$5,000.00

Item	Qty	Description	Sell	Sell Total
		Custom Model No. SMALLWARES		
		1 Lot - Smallwares		
			ITEM TOTAL:	\$5,000.00
			Merchandise	\$112,981.76
			Freight	\$1,780.00
			Total	\$114,761.76

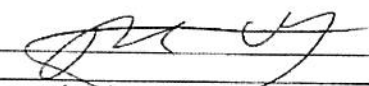
Prices Good Until: 09/08/2017

Returned equipment may be subject to manufacturer restock fee.



GOODWIN TUCKER GROUP

2900 Delaware Ave. - P.O. BOX 3285 - Des Moines, IA 50316-0285
PH: (515) 262-9308 FAX: (515) 262-2936 TOLL FREE (800) 372-6066

Proposal Submitted To: Baker Group	Date: 3/3/2017
Service Location: Woodbury County Sioux City, IA	
<p>Goodwin Tucker Group submits the following proposal in accordance with the specifications and conditions outlined below for your acceptance within 30 days from the above date.</p> <ul style="list-style-type: none"> Receive, uncrate and erect walls for walk in boxes. Hang evaporators, set condensing units, run drain lines out side with condensate pump and ready units for electrical work (by others). Please note this number does not include the production of condensing unit rack or mounting of the rack. \$9,234.00 Receive, uncrate and set in place all specified equipment in production kitchen. Ready for final connections by others. \$7,252.00 Complete propane to natural gas conversion on one Southbend tilt skillet and two Vulcan ovens. \$2,625.00 <p>Notes: Price does not include any electrical, metal or welding work. Price does not include any hardware modification. Delays or additional trips required due to circumstances outside of Goodwin Tucker control will result in additional charges. Any work performed outside of this scope will result in additional charges.</p> <p>Conditions: All work to be done during regular daytime business hours (Monday - Friday 8:00 am - 4:30 pm excluding holidays) unless otherwise noted. Proposal does not include sales tax, freight, fuel surcharge (if applicable), or permit fees unless otherwise noted. If additional parts are found to be defective, a separate quote for repairs will be offered for approval prior to proceeding.</p> <p>Submitted by:  Prepared by: Rob Follett</p> <p>We hereby propose to furnish material and labor, complete in accordance with above specifications, for the sum of: Nineteen Thousand One Hundred Eleven Dollars and Zero Cents \$19,111.00</p>	

Please circle parts shipping preference: **Express (1-3 business days)** Regular (7-10 business days)

Accepted: I hereby authorize the work described above and agree to pay for the work in cash unless otherwise agreed upon. Payment is due upon receipt of invoices unless otherwise agreed upon. Delinquent amounts shall accrue interest at the rate of eighteen percent (18%) per annum. The Customer agrees to pay the reasonable collection fees of Goodwin Tucker Group should action be commenced to enforce payment, and Customer agrees that venue for any such action shall be Polk County, Iowa. The undersigned represents that he/she is duly authorized to execute this contract on behalf of the Customer. If warranty work is involved, Customer agrees to pay all charges not covered by manufacturer.

Company Name: _____ Date: _____

Company Agent: _____ PO No.: _____

Printed Name: _____ Form No.: 0811

Cedar Rapids - Des Moines - Dubuque - Grand Island - Lincoln - Mason City - Omaha - Quad Cities - Sioux City - Sioux Falls - Waterloo





PROPOSAL

**Kitchen Equipment Natural Gas
Law Enforcement Center
Sioux City, IA
January 9, 2017**

We propose to furnish labor and material to supply Natural gas to the new kitchen equipment as shown to us in the pre bid meeting. This bid includes the gas shutdown, the core drilling and all of the new piping to be installed to the equipment. We have also included the gas solenoid valve into our bid. The electrical needed to make this valve operational is not included. The valve will be a normally closed valve.

1. The following items are not included in this proposal:

- Builders Risk
- Excise Tax
- Asbestos Removal
- Soil Correction
- Variable Frequency Drives
- Painting
- Outside Utilities
- Site Drainage
- HVAC
- Fire Caulk
- Temperature Control
- Concrete, Ceiling, and Wall Cutting and Patching
- Ceiling Removal and Replacement
- Surface Restoration
- Fire Protection
- Frost Cutting
- Dewatering
- Concrete Pads
- Gas Charges
- Temporary Facilities
- Overtime

BASE BID

\$5000

Sincerely,

Colton Jacobs
Midwestern Mechanical, Inc.



**Thompson
Electric
Company**

PROPOSAL

Submitted To:		Date: 3/30/17
Name: Dave Weaver		Job Name: LEC Kitchen
Street:		Street:
City:		City: Sioux City
State:	Zip:	State: Iowa

This proposal subject to review in 30 days from above date.
We hereby submit specifications and estimates for:

Proposal for the LEC kitchen remodel:

Clarification;

- 1) All work performed during normal working hours.
- 2) Does not include bringing any other existing outlets or devices up to code.
- 3) Does not include engineered drawings.
- 4) All piping will be surface mounted or drops from the ceiling.
- 5) Includes nema 3R disconnects.
- 6) Does include contactors for equipment shut down under the hood.
- 7) Does not include the contactor on the hood fire suppressant system or the remote pull station.
- 8) Does not include any patching, painting or block work if required to tie new pipe in existing panels.

TOTAL PRICE: \$ 13,250.00

We hereby propose to furnish labor and material for the sum of: \$ 13,250.00

All work to be completed in a workmanlike manner according to specifications.
Any alteration or deviation from the above scope of work involving extra costs, will be executed only upon written change orders, and will become an extra charge over and above the above quote. All applicable taxes and inspections are included. Payment and material bond not included unless specifically stated.

Authorized Signature

ACCEPTANCE OF PROPOSAL

By: _____

Price Valid for 30 days Payment to be made as follows: Net 30 days

The above prices, specifications, terms and conditions are satisfactory and agreed to, and are hereby accepted. Thompson Electric Company is hereby authorized to do the work as specified. Payment will be made as outlined above.

Accepted By: _____
Signature

Date: _____



March 27, 2017

Attn: Shane Albrecht-Baker Group

RE: Law Enforcement Center Dishwasher:

Shane,

We propose to provide material and labor to install the following.


1. Cut off stainless steel table top and do necessary welding.
2. Cut and fabricate exhaust duct off the new dishwasher.
3. Demolition and installing new dishwasher is not included.

Your investment for the above would be \$3,750.

Exclusions
Electrical wiring
Plumbing

Thank you for the opportunity to quote on this project.

Sincerely


Steve Mc Arthur
HVAC Consultant



November 18, 2016

Attn: Kenny Schmitz

Woodbury County Building Services
629 Douglas Street #b07
Sioux City, Iowa 51101

RE: Type #2 Hood:

Kenny,

We propose to provide material and labor to install the following.

1. Install one type #2 Stainless Steel heat hood (84"x 40"x 30").
2. The space between the hood and wall will be blank off around the column with 304 #4 stainless steel.
3. Connect exhaust duct to existing ductwork.
4. Speed up existing fan and balance system, (pulleys and belts are included).
5. Remove and replace ceiling, (move lighting by others if required).

Your budget number for the above would be \$9,000.

Exclusion

New motor for exhaust fan (if required)

Electrical wiring

Fire-wrap insulation on existing grease duct and hood

New make-up air unit

Thank you for the opportunity to quote on this project.

Sincerely

A handwritten signature in cursive script that reads "Steve McArthur".

Steve Mc Arthur
HVAC Consultant

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#14c

Date: 8/30/2017

Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Trosper Hoyt Juvenile Detention Master Control & Door Project- Bids Received

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Bid submissions received for the Woodbury County Trosper Hoyt Juvenile Detention Master Control & Doors Project will be presented to the Woodbury County Board of Supervisors during the 9/05/2017 4:30 pm weekly Board meeting.

Bids were received and opened on 9/05/2017, 2:30 pm at the Woodbury County Courthouse Board of Supervisors Office as publicly advertised for the Trosper Hoyt Juvenile Detention Master Control/ Door Project.

BACKGROUND:

On July 25th, 2017 the Board of Supervisors authorized Building Services to seek competitive bids for the Woodbury County Trosper Hoyt Juvenile Detention Master Control & Door Project.

On January 17th, 2017 the Board of Supervisors approved contracts for project design with Goldberg Group Architects, and Baker Group related to the Trosper Hoyt Juvenile Detention Master Control System, Partial Door Replacement, Security Hardware Upgrade, and Master Control Systems.

FINANCIAL IMPACT:

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Building Services requests one week to review bid submissions. Building Services intent would be to return to the Board of Supervisors meeting on 9/12/2017 with a recommendation, and agenda action item to approve the project low bid.

ACTION REQUIRED / PROPOSED MOTION:

Information

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#14d

Date: 8/31/2017 Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Trosper Hoyt Juvenile Detention Master Control & Door Project- Public Hearing

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Pursuant to Iowa Code a Public Hearing will be conducted on 9/05/2017 4:55 pm

BACKGROUND:

Pursuant to Iowa Code a Public Hearing will be conducted

FINANCIAL IMPACT:

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Conduct Public Hearing at 4:55 pm

ACTION REQUIRED / PROPOSED MOTION:

Conduct Public Hearing at 4:55 pm

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#15

Date: 8/31/17 Weekly Agenda Date: 9/5/17

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: David Gleiser, RED Director

WORDING FOR AGENDA ITEM:

SIMPCO Membership Proposal for Rural Cities

ACTION REQUIRED:

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

EXECUTIVE SUMMARY:

This item presents the Board of Supervisors (BOS) with a membership proposal from SIMPCO for Woodbury County's 14 rural cities in FY17-18.

BACKGROUND:

In FY16-17 the BOS approved a proposal from SIMPCO to pay for 50% of the membership dues for Woodbury County's 14 rural cities. 8 cities accepted the offer. The county's share was \$4,288 and was paid out of Local Option Sales Tax (LOST) funds. In FY16-17, SIMPCO provided a net benefit of \$50,694 (direct & indirect costs) to these 8 cities. The project was evaluated and the feedback was favorable.

FINANCIAL IMPACT:

Potential maximum amount: $(\$14,585 / 2) = \$7,292.50$.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Accept the proposal and approve budgeting up to \$7,293 in local option sales tax to pay for half of the membership dues for rural cities that want a SIMPCO membership in FY17-18.

ACTION REQUIRED / PROPOSED MOTION:

Motion to accept the proposal and approve budgeting up to \$7,293 in local option sales tax to pay for half of the membership dues for rural cities that want a SIMPCO membership in FY17-18.



Siouxland Interstate Metropolitan Planning Council

1122 PIERCE STREET • SIOUX CITY IOWA • 51105 • PHONE 712.279.6286 • FAX 712.279.6920 • EMAIL SIMPCO@SIMPCO.ORG

August 30, 2017

David Gleiser
Director of Rural Economic Development
Woodbury County
620 Douglas Street
Sioux City, IA 51101

Dear Mr. Gleiser:

Thank you for your interest in Siouxland Interstate Metropolitan Planning Council (SIMPCO) services for communities in Woodbury County. For over 50 years, SIMPCO has provided planning and community development services to member communities and counties.

SIMPCO, the third oldest multi-state council of governments in the nation, is guided by a Board of Directors comprised of city and county officials. SIMPCO collaborates with local governments in long-range strategic and comprehensive planning, community and economic development, housing assistance, transportation planning, and regional program management. SIMPCO is one of 18 members of the Iowa Association of Regional Councils of Government and is an Economic Development District. It also houses the Western Iowa Community Improvement Regional Housing Trust Fund.

SIMPCO has highly qualified staff available and is excited to offer planning services to communities within Woodbury County. As your Council of Governments, our goal is to provide the best service possible. Attached is an outline of available services, the cost of membership for each Woodbury County community, and an example quarterly report that would be presented to the Board of Supervisors. If you have any questions or require further information, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,

Michelle M. Bostinelos
Executive Director



Siouxland Interstate Metropolitan Planning Council

Woodbury County Annual Membership Dues

Community	Annual Dues
Anthon	\$815
Bronson	\$636
Correctionville	\$1,030
Cushing	\$514
Danbury	\$668
Hornick	\$520
Lawton	\$1,113
Moville	\$1,787
Oto	\$380
Pierson	\$689
Salix	\$686
Sloan	\$1,174
Smithland	\$519
Sergeant Bluff	\$4,054
Total	\$14,585

The following communities have indicated to SIMPCO that they would like to renew their membership for FY 2018 (July 1, 2017 – June 30, 2018): Bronson, Hornick, Lawton, Oto, Smithland and Sergeant Bluff

SIMPCO will work with Woodbury County communities to ensure member satisfaction. SIMPCO staff will develop an annual project priority list with each community as well as be in contact with each dues-paying member quarterly to offer assistance. If a member community is interested in a SIMPCO service which requires an additional fee, SIMPCO will draft a project proposal which will be approved by the City Council and SIMPCO Board of Directors prior to the start of the project. Please note, member communities receive a discount on planning services which will be reflected on the individual project proposal.

SIMPCO will provide the Woodbury County Board of Supervisors a quarterly and annual report describing the assistance provided to each member community. The report will include the name of member community, project type, total staff time, and the estimated value and cost of the service.

SIMPCO looks forward to working with Woodbury County communities.



SERVICES

PROGRAMS ADMINISTERED THROUGH REVOLVING FUNDS

- Comprehensive Economic Development Strategy (CEDS)
- Keep Northeast Nebraska Beautiful
- Grant Technical Assistance
- EDA Applications
- Data Technical Assistance
- Legislative Advocacy
- Hazard Mitigation Planning
- Metropolitan Planning Organization (MPO): 4-year Transportation Improvement / Work Program / Long Range Transportation Plan / Public Participation / Passenger Transportation Plan / Bike & Pedestrian Planning / Transit Planning
- Regional Planning Affiliation (RPA): 4-year Transportation Improvement Work Program / Long Range Transportation Plan / Public Participation / Passenger Transportation Plan/Bike & Pedestrian Planning / Transit Planning
- TIF-LMI Housing
- Owner-Occupied Housing Rehabilitation, Iowa & Nebraska
- Down Payment Assistance, Iowa & Nebraska
- Rental Rehabilitation
- Northeast Nebraska Joint Housing Agency (NNJHA): Housing Choice Voucher Program, Section 8 Rental & Homeownership Assistance

ADDITIONAL SERVICES (COST DEPENDENT UPON MEMBERSHIP DUES)

- Codification
- Zoning / Subdivision Ordinances
- Comprehensive / Community Builder Plans
- Housing Needs Assessment
- Environmental Reviews
- Tax Increment Financing & Urban Renewal Plans
- Income Surveys
- Minor / Major Grant Applications
- Grant Administration
- Project development
- Grant / Data Technical Assistance (data collection, research, mapping)
- Land Use Planning
- Transportation Grant Application Preparation (RISE, Fed / State Trail, REAP, CMAQ / ICAAP, Rail, Marine Highway)
- Active Living / Bicycle and Pedestrian Plan / Study
- Complete Streets Policies
- Trail Counters / Bike Counters
- Traffic Counters
- Corridor / Traffic Data / Safety Studies / Analyses
- Safe Routes to School / Walking School Bus
- Pavement / Pavement Management Study
- County, City, and Subdivision Maps
- Data Management / Record Keeping (Dependent on dataset size)
- Demographic Analyses for Counties and / or Cities
- Digital Mapping / Geographic Information Systems (GIS) Capabilities
- Economic Analyses (Business, Disposable Income, Electronics / IT, Health / Beauty, Medical, Recreation, Restaurant Market Potential, Retail)
- Elevation / Slope Analyses
- Geostatistical Analyses (Statistical analysis using GIS software)
- Graphic Design / Logo Creation
- Land Use / Land Cover Analyses
- Map Making -Hard Copy
- Map Making -Webmaps
- Traffic / Driving Route Analyses
- Travel Demand Model Forecasting (Metro Area)
- Annual Budgets
- Clerk Services
- Strategic Planning
- Strategic Visioning

Siouxland Interstate Metropolitan Planning Council

Quarterly Progress Report

Woodbury County Board of Supervisors

Example:

Community	SIMPCO Staff	Date of Services	Project	Total Time (hours)	Estimated Value	Member Fee
Anthon	Nicole	10/2/16	Answered several questions on grant opportunities, & census data	10	\$680	\$0
Hornick	Joe	12/5/16 to 1/20/16	Codification Update	78	\$5,300	\$3,200
Moville	Gabe	9/3/16 to 11/3/16	Safe Routes to School Project (stakeholders meeting / route mapping / public input)	160	\$15,520	\$5,440
Salix	Nicole & Michelle	7/1/16 to 1/1/17	Comprehensive Plan	184	\$12,500	\$7,500
Correctionville	Jake	9/1/16 to 10/1/16	Assistance with writing and submitting trail grant to Iowa DOT	22	\$1,500	\$0
Sloan	Dawn	8/5/15	Data technical assistance /Map	20	\$1,360	\$0
Totals				474	\$36,860	\$16,140

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16a

Date: 8/31/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Receive and consider bids for project number M-(220th St)--73-97

ACTION REQUIRED:

- | | | |
|--------------------------------------------|-----------------------------------------------|----------------------------------------------------|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Plans have been completed for the reconstruction of the seal coat on 220th Street east of Old Lakeport Road.

BACKGROUND:

The county programmed 220th Street for rehabilitation in fiscal year 2017. The work is scheduled for this fall. A base stabilizer will be mixed in the current surface and base followed by a double chip seal.

FINANCIAL IMPACT:

This project is paid for with secondary road funds.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

I recommend that the Board receive bids for project number M-(220th St)--73-97 and return them to the county engineer for review and recommendation.

ACTION REQUIRED / PROPOSED MOTION:

Motion to receive bids for project number M-(220th St)--73-97 and return them to the county engineer for review and recommendation.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16b

Date: 8/31/2017 Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Receive and consider bids for project number LFM-(L1)--73-97

ACTION REQUIRED:

- | | | |
|--------------------------------------------|-----------------------------------------------|----------------------------------------------------|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Plans have been completed and bids will be received for construction of a new Reinforced Concrete Box to replace existing bridge L1 on 160th Street east of Cushing.

BACKGROUND:

The county programmed bridge L1 for replacement in fiscal year 2017. The existing bridge is structurally deficient and functionally obsolete and has a restricted load posting.

FINANCIAL IMPACT:

This bridge is paid for with secondary roads local funds.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

I recommend that the Board receive bids for project number LFM-(L1)--73-97 and return them to the county engineer for review and recommendation.

ACTION REQUIRED / PROPOSED MOTION:

Motion to receive bids for project number LFM(L1)--73-97 and return them to the county engineer for review and recommendation.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16c

Date: 8/31/2017 Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Receive quotes for HMA Levelers 2017

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion
Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

The county engineer has prepared plans for the application of hot mix asphalt (HMA) levelers on various paved roads in Woodbury County.

BACKGROUND:

The county has advertised for placement of HMA levelers for its HMA paved road system. The proposed project will be completed during the 2017 construction season.

FINANCIAL IMPACT:

The project is paid for with local Woodbury County secondary road funds.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend that the board receive the quotes and allow the county engineer to review the quotes and recommend award at a later board meeting.
If quotes show a clear low quote, the engineer may recommend award at the September Board meeting after opening the quotes.

ACTION REQUIRED / PROPOSED MOTION:

- 1) Motion that the board receive the quotes for project HMA Levelers 2017 and return the quotes to the county engineer for an award recommendation at a later board meeting.
- 2) Motion to award quotes if low quote is clearly determined by quote results.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 8/31/2017 Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Receive quotes for Slurry Levelers 2017

ACTION REQUIRED:

- | | | |
|--------------------------------------------|-----------------------------------------------|----------------------------------------------------|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

The county engineer has prepared plans for the application of slurry levelers on various HMA paved roads and bridge approaches in Woodbury County.

BACKGROUND:

The county has advertised for placement of slurry levelers for its HMA paved road system. The proposed project will be completed during the 2017 construction season.

FINANCIAL IMPACT:

The project is paid for with local Woodbury County secondary road funds.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend that the board receive the quotes and allow the county engineer to review the quotes and recommend award at a later board meeting.

If the quotes show a clear low quote, the engineer may recommend award at the September 5 Board meeting after opening the quotes.

ACTION REQUIRED / PROPOSED MOTION:

1) Motion that the board accept the quotes for project HMA Levelers 2017 and return them to the county engineer for an award recommendation.

2) Motion to award quotes if the low quote is clearly determined by quote results.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 8/31/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Consider approval of a federal aid project agreement for project number STP-S-CO97(134)--5E-97

ACTION REQUIRED:

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

EXECUTIVE SUMMARY:

Woodbury County is receiving federal aid for a PCC Overlay project for county route D54 from Highway 31 to County Route L27. A federal aid agreement is presented for board approval.

BACKGROUND:

The Board is required to sign a project agreement with the Iowa DOT and the Federal Highway system for projects involving federal aid awarded through the regional planning agency. The project will receive an 80% reimbursement up to \$1,000,000. The county will be providing \$750,000 in farm to market match money.

FINANCIAL IMPACT:

Federal aid is proving approximately 57% of the estimated project cost. The county is paying approximately 43% of the estimate project cost. The maximum federal aid for the project is \$1,000,000.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend that the board approve the federal aid project amendment with the Iowa DOT and direct the chair to sign the agreement.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the federal aid project amendment for project STP-S-CO97(134)--5E-97 and direct the chair to sign said agreement.

**IOWA DEPARTMENT OF TRANSPORTATION
Federal-aid Agreement
for a Surface Transportation Program Project**

Recipient: Woodbury County

Project No.: STP-S-C097(134)--5E-97

Iowa DOT Agreement No.: 03-17-STPS-025

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the Board of Supervisors for Woodbury County, Iowa (hereinafter referred to as the Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44 provide for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds. Federal regulations require Federal funds to be administered by the Department.

The Recipient has received Federal funding through the Surface Transportation Block Grant Program (STP). STP funds are available for construction, reconstruction, rehabilitation, resurfacing, restoration and operational or safety improvement projects on Federal-aid highways, bridges on any public road, and several other types of projects, as specified in 23 U.S.C. 133(b). Federal-aid highways include all Federal Functional Classifications, except for rural minor collectors or local roads.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the Department agrees to provide STP funding to the Recipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Recipient shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact person will be the District 3 Local Systems Engineer. The Recipient's contact person shall be the County Engineer.
3. The Recipient shall be responsible for the development and completion of the following described STP project:

PCC Pavement - Replace on D54, From intersection of D54 and IA 31 east 5.6 miles to just east of the intersection of D54 and L27
4. Eligible project activities will be limited to the following: construction, engineering, inspection, and right-of-way acquisition. Under certain circumstances, eligible activities may also include utility relocation or railroad work that is required for construction of the project.
5. The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from STP funds. The portion of the project costs reimbursed by STP funds shall be limited to a maximum of either 80 percent of eligible costs or the amount stipulated in the Siouxland Regional Transportation Planning Assoc. current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less.
6. The Recipient shall pay for all project costs not reimbursed with STP funds.
7. If the project described in Section 3 drops out of the Siouxland Regional Transportation Planning Assoc. current TIP or the approved current STIP prior to obligation of Federal funds, and the Recipient fails to reprogram the project in the appropriate TIP and STIP within 3 years, this agreement shall become null and void.
8. The Recipient shall let the project for bids through the Department.

9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third party beneficiaries be created by this agreement.
11. This agreement shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same agreement.
12. This agreement and the attached Exhibit 1 constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the Department and the Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

City Signature Block (City Projects Only)

By _____ Date _____, 20_____

Title of city official

I, _____, certify that I am the City Clerk of (City Name), and that _____, who signed said Agreement for and on behalf of the city was duly authorized to execute the same by virtue of a formal resolution duly passed and adopted by the city on the _____ day of _____, 20_____.

Signed _____ Date _____, 20_____
City Clerk of (City Name), Iowa

County Signature Block (County Projects Only)

This agreement was approved by official action of the Woodbury County Board of Supervisors in official session on the _____ day of _____, 20_____.

County Auditor

Chair, County Board of Supervisors

IOWA DEPARTMENT OF TRANSPORTATION
Highway Division

By _____ Date _____, 20_____
Brian J. Catus, P.E.
Local Systems Engineer
District 3

EXHIBIT 1
General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects

1. General Requirements.

- a. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the Department has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: http://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The Recipient shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the Recipient shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability. The Recipient agrees to comply with the requirements outlined in I.M. 1.070, Title VI and Nondiscrimination Requirements.
- c. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When pedestrian facilities are constructed, reconstructed, or altered, the Recipient shall make such facilities compliant with the ADA and Section 504.
- d. To the extent allowable by law, the Recipient agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by the 2 CFR 200.501 "Audit Requirements," a non-Federal entity expending \$750,000 or more in Federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The Federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown on the first page of this agreement. If the Recipient will pay initial project costs and request reimbursement from the Department, the Recipient shall report this project on its SEFA. If the Department will pay initial project costs and then credit those accounts from which initial costs were paid, the Department will report this project on its SEFA. In this case, the Recipient shall not report this project on its SEFA.
- f. The Recipient shall supply the Department with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170,
- g. The Recipient shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
 - i. The Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.
 - ii. The Recipient shall comply with the requirements of I.M. 3.710, DBE Guidelines.
 - iii. The Department's DBE program, as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the

matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Recipient with written notice of termination pursuant to this section.

2. Programming and Federal Authorization.

- a. The Recipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Recipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, Federal funds cannot be authorized.
- b. Before beginning any work for which Federal funding reimbursement will be requested, the Recipient shall contact the Department to obtain the procedures necessary to secure FHWA authorization. The Recipient shall submit a written request for FHWA authorization to the Department. After reviewing the Recipient's request, the Department will forward the request to the FHWA for authorization and obligation of Federal funds. The Department will notify the Recipient when FHWA authorization is obtained. The cost of work performed prior to FHWA authorization will not be reimbursed with Federal funds.
- c. Upon receiving FHWA Authorization, the Recipient must show federal aid funding activity to receive the programmed amount authorized for the project. If there are no funding activity for nine or more months after the previous activity, the remaining unused programmed amount will be de-obligated from the project and there will be no further federal aid reimbursement issued for the project. If the recipient knows in advance that funding activity will not occur for the nine months, the Contract Administrator needs to be notified to determine if programming of fund can be adjusted or other options can be explored.

3. Federal Participation in Work Performed by Recipient Employees.

- a. If Federal reimbursement will be requested for engineering, construction inspection, right-of-way acquisition or other services provided by employees of the Recipient, the Recipient shall follow the procedures in I.M. 3.310, Federal-aid Participation in In-House Services.
- b. If Federal reimbursement will be requested for construction performed by employees of the Recipient, the Recipient shall follow the procedures in I.M. 3.810, Federal-aid Construction by Local Agency Forces.
- c. If the Recipient desires to claim indirect costs associated with work performed by its employees, the Recipient shall prepare and submit to the Department an indirect cost rate proposal and related documentation in accordance with the requirements of 2 CFR 200. Before incurring any indirect costs, such indirect cost rate proposal shall be certified by the FHWA or the Federal agency providing the largest amount of Federal funds to the Recipient. If approved, the approved indirect cost rate shall be incorporated by means of an amendment to this agreement.

4. Design and Consultant Services

- a. The Recipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.

- b. If the Recipient requests Federal funds for consultant services, the Recipient and the Consultant shall prepare a contract for consultant services in accordance with 23 CFR Part 172. These regulations require a qualifications-based selection process. The Recipient shall follow the procedures for selecting and using consultants outlined in I.M. 3.305, Federal-aid Participation in Consultant Costs.
- c. If Preliminary Engineering (PE) work is Federally funded, and if right-of-way acquisition or actual construction of the road is not started by the close of the tenth fiscal year following the fiscal year in which the Federal funds were authorized, the Recipient shall repay to the Department the amount of Federal funds reimbursed to the Recipient for such PE work. PE includes work that is part of the development of the PS&E for a construction project. This includes environmental studies and documents, preliminary design, and final design up through and including the preparation of bidding documents. PE does not include planning or other activities that are not intended to lead to a construction project. Examples include planning, conceptual, or feasibility studies.

5. Environmental Requirements and other Agreements or Permits.

- a. The Recipient shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location approval. The Recipient shall complete any mitigation agreed upon in the FHWA approval document. These procedures are set forth in I.M. 3.105, Concept Statement Instructions, 3.110, Environmental Data Sheet Instructions, 3.112, FHWA Environmental Concurrence Process, and 3.114, Cultural Resource Guidelines.
- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the Recipient shall follow the procedures in I.M. 3.120, Farmland Protection Policy Act Guidelines.
- c. The Recipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Recipient shall follow the procedures in I.M. 3.130, 404 Permit Process, 3.140, Storm Water Permits, 3.150, Highway Improvements in the Vicinity of Airports or Heliports, and 3.160, Asbestos Inspection, Removal and Notification Requirements.
- d. In all contracts entered into by the Recipient, and all subcontracts, in connection with this project that exceed \$100,000, the Recipient shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the Recipient shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

6. Right-of-Way, Railroads and Utilities.

- a. The Recipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.605, Right-of-Way Acquisition, and the Department's Office of Right of Way Local Public Agency Manual. The Recipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures, even if no Federal funds are used for right-of-way activities. The Recipient shall obtain environmental concurrence before acquiring any needed right-of-way. With prior approval, hardship and protective buying is possible. If the Recipient requests Federal funding for right-of-way acquisition, the Recipient shall also obtain FHWA authorization before purchasing any needed right-of-way.
- b. If the project right-of-way is Federally funded and if the actual construction is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the Federal funds were authorized, the Recipient shall repay the amount of Federal funds reimbursed for right-of-way costs to the Department.
- c. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Recipient shall obtain agreements, easements, or permits as needed from the railroad. The Recipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way, and I.M. 3.680, Federal-aid Projects Involving Railroads.

- d. The Recipient shall comply with the Policy for Accommodating Utilities on City and County Federal-aid Highway Right of Way for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Recipient shall follow the Department's Policy for Accommodating Utilities on Primary Road System. Certain utility relocation, alteration, adjustment, or removal costs to the Recipient for the project may be eligible for Federal funding reimbursement. The Recipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.
- e. If the Recipient desires Federal reimbursement for utility costs, it shall submit a request for FHWA Authorization prior to beginning any utility relocation work, in accordance with the procedures outlined in I.M. 3.650, Federal-aid Participation in Utility Relocations.

7. Contract Procurement.

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer or architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the Department, the Recipient shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the Department for review and approval in accordance with I.M. 3.505, Check and Final Plans and I.M. 3.510, Check and Final Bridge or Culvert Plans, as applicable.
 - ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Recipient for individual construction items shall be approved by the Department
 - iii. Follow the procedures in I.M. 3.730, Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, execute the contract documents and return to Department.
- c. For projects that are let locally by the Recipient, the Recipient shall follow the procedures in I.M. 3.720, Local Letting Process, Federal-aid.
- d. The Recipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 3.750, Project Development Certifications Instructions. The project shall not receive FHWA Authorization for construction or be advertised for bids until after the Department has reviewed and approved the Project Development Certification.
- e. If the Recipient is a city, the Recipient shall comply with the public hearing requirements of the Iowa Code section 26.12.
- f. The Recipient shall not provide the contractor with notice to proceed until after receiving written notice the Iowa DOT has concurred in the contract award.

8. Construction.

- a. A full-time employee of the Recipient shall serve as the person in responsible charge of the construction project. For cities that do not have any full time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.

- c. For projects let through the Department, the project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Recipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at: <http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the Recipient shall provide materials testing and certifications as required by the approved specifications.
- e. If the Department provides any materials testing services to the Recipient, the Department will bill the Recipient for such testing services according to its normal policy as per Materials I.M. 103.
- f. The Recipient shall follow the procedures in I.M. 3.805, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities.

9. Reimbursements.

- a. After costs have been incurred, the Recipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least annually but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1 if possible, but no later than August 15.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Recipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. The Department will reimburse the Recipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the Federal share of construction costs or 5% of the total Federal funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the Department determines the Recipient has been overpaid, the Recipient shall reimburse the overpaid amount to the Department. After the final audit or review is complete and after the Recipient has provided all required paperwork, the Department will release the Federal funds withheld.
- e. The total funds collected by the Recipient for this project shall not exceed the total project costs. The total funds collected shall include any Federal or State funds received, any special assessments made by the Recipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Recipient do exceed the total project costs, the Recipient shall either:
 - 1) in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - 2) refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the Department will either credit reimbursement billings to the FHWA or credit the appropriate State fund account in the amount of refunds received from the Recipient.

10. Project Close-out.

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the Recipient shall provide written notification to the Department. The Recipient shall follow and request a final audit, in accordance with the procedures in I.M. 3.910, Final Review, Audit, and Close-out Procedures for Federal-aid Projects. Failure to comply with the procedures will result in loss of federal fund, reimbursed funds shall be returned and a possible suspension may be placed on the Recipient from receiving federal fund on future projects until the Recipient has demonstrated responsible management of

federal funds on roadway projects.

- b. For construction projects, the Recipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of Federal funds shall be made only after the Department accepts the project as complete.
- d. The Recipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Recipient shall also make these materials available at all reasonable times for inspection by the Department, FHWA, or any authorized representatives of the Federal Government. Copies of these materials shall be furnished by the Recipient if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the Department will notify the Recipient of the record retention date.
- e. The Recipient shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the Department and the FHWA.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16f

Date: 8/31/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Consider approval of plans for project number M-HC 17-4

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Plans have been completed and permits received for rehabilitation and repair of a Hungry Canyons structure south of 160th Street and bridge J-328. We request approval of the plans for letting.

BACKGROUND:

The county board has received Hungry Canyons funding for this rehabilitation/repair project earlier in 2017. The project will repair a flood damaged Hungry Canyons grade control structure.

FINANCIAL IMPACT:

This project is paid for with local secondary road funds and \$67,687 in Hungry Canyons grant money.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

I recommend that the Board approve the plans for project number M-HC 17-4.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the plans for project number M-HC 17-4.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16g

Date: 8/31/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nagra, County Engineer

WORDING FOR AGENDA ITEM:

Receive quotes for one new tractor for the secondary road department

ACTION REQUIRED:

- Approve Ordinance Approve Resolution Approve Motion
Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

The county annually takes bids for new equipment to maintain its fleet of road maintenance vehicles. The county is requesting quotations for one, new all wheel drive tractor for purchase.

BACKGROUND:

The county owns 5 utility/farm tractors that are tasked with towing a bat wing mower for roadside mowing, pulling a sheepsfoot compactor, and loading salt and sand mix in the winter with an attached loader. The trade unit is aging and due for replacement in the fleet.

FINANCIAL IMPACT:

The project is paid for with Woodbury County local secondary road funds.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Recommend that the board receive the quotes and allow the county engineer to examine the responsive quotes and recommend award at a later board meeting.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board accept the tractor quotes and return them to the county engineer for an award recommendation.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#16h

Date: 8/31/2017 Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, County Engineer

WORDING FOR AGENDA ITEM:

Consider approval of contract for gravel stockpiling at 10 stockpile locations for FY 2018

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The county has requested quotations for gravel produced and stockpiled at the county owned stockpile locations in each district. The contract for this haul is being presented for approval.

BACKGROUND:

The project will stockpile 87,500 tons of gravel for use by all 4 Districts.

FINANCIAL IMPACT:

This contract is funded by the local secondary road fund. This is part of the annual purchase of gravel for use on county roads.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

I recommend the Board approve and sign the contract.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the contract for Maintenance Gravel, G-2018 with Hallett Materials of Wall Lake, IA for \$982,625.



WOODBURY COUNTY, IOWA

CONTRACT

Kind of Work Gravel Stock Pile 2018 Miles
Project No. Maintenance Gravel - G-2018 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Matthew Ung, Marty Pottebaum, Keith Radig, Rocky De Witt and Jeremy Taylor

Hallett Materials of Wall Lake, Iowa, Contracting Authority, and Contractor.

WITNESSETH: That the Contractor, for and in consideration of Nine Hundred Eighty Two Thousand and Six Hundred Twenty Five Dollars and 00/100-----Dollars (\$982,625.00) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Table with 5 columns: Item No., Item, Quantity, Unit Price, Amount

The Standard Specifications of the Iowa Department of Transportation, Highway Division, for Highway and Bridge Construction, Series of 2015, and all applicable current supplemental specifications to date and special provisions shall apply to all work.

Attachments 1 through 6 inclusive form a part of this contract as if contained fully herein.

Said specifications and plans are hereby made part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Engineer under date of 2017

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. MaintenG-2018 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Table with 4 columns: Approximate Starting Date, Specified Starting Date, Late Start Date, Number of Working Days

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the day of 2017

Approved:

BY: [Signature] Contractor: Hallett Materials

Date: 8/30/17

By: Contracting Authority: Woodbury County Board Chair

Date:

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#17

Date: 8/28/2017 Weekly Agenda Date: 9/5/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

WORDING FOR AGENDA ITEM:

Creation of standardized annual evaluation form for department heads

ACTION REQUIRED:

- | | | |
|--------------------------------------------|-----------------------------------------------|----------------------------------------------------|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Woodbury County supervisor-liaisons should begin evaluating department heads annually (calendar year) with a standardized performance evaluation. This is long overdue; supervisors should supervise.

BACKGROUND:

In recent years, it was discovered that performance evaluations of department heads happened sporadically, if at all. The board found this unacceptable, and in 2016, supervisor-liaisons each composed an "Evaluation of Goals" for department heads as a "baseline" to be used for a future performance evaluation. It is critical to follow through with this plan and start to evaluate annual performance.

FINANCIAL IMPACT:

n/a

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

The (necessary) 2016 practice of composing a narrative evaluation varied widely and was explicitly stated to not be a measure of performance, because it was a baseline. The practice should now evaluate performance on established goals/metrics, incorporate department head feedback, and should be conducted by the appointed supervisor-liaison(s), or in their absence, the Chairman or his designee.

ACTION REQUIRED / PROPOSED MOTION:

Motion to direct the Human Resources Dept. to produce a standardized performance evaluation of department heads form for board approval at the Oct. 31st meeting or earlier, for board members to evaluate the performance of department heads over the 2017 calendar year in the months of November/December.



Woodbury County Conservation Board
4500 Sioux River Road Sioux City, IA 51109-1657

Phone: 712/258-0838
Fax: 712/258-1261

Board Members:
Cindy Bennett
Suzan Boden
Don Dixon
Neil Stockfleth
Christine Zellmer-Zant

Rick D. Schneider, Director
Brian Stehr, Deputy Director
Dawn Snyder, Education Director

Thursday, September 7, 2017

MONTHLY MEETING AGENDA – 4:30 P.M.

Dorothy Pecaut Nature Center
4500 Sioux River Road, Sioux City, IA 51109

- **Call to order / roll call** – quorum / open meeting compliance
- **Correspondence Items** – Written communications to share with the Board
- **Public comment / input** – this is an opportunity for the public to address any subject pertaining to Conservation Board business.

CONSENT AGENDA

- C1. Approve minutes of the August 3, 2017 monthly meeting.
- C2. Approve the August FY 17 accrued and August FY 18 claims and expenditures.
- C3. Receive and place on file the June Final Accrued FY 17 and August 2017 financial / budget reports.
- C4. Acceptance of Gifts/Donations:
 - 1. Sheryl Rose – Danbury Mint Songbird Ornament collection.

REGULAR AGENDA

- R1. Approve consent agenda. (Conservation Board)
- R2. Consideration and action on final proposal from Xtreamair Wireless to provide and install wireless internet equipment in Little Sioux Park. (Schneider)
- R3. Consideration and action on proposals for Beach Renovations at Little Sioux Park. (Schneider)
- R4. Capital Improvement Projects Update (Schneider)
 - 1. Brown's Lake shoreline development – Preliminary design kick-off meeting.
 - 2. Oak Ridge water impoundment structure replacement – NRCS correspondence.

"Conservation is everybody's business"

- R5. Review and consideration of potential land acquisition project. (Schneider)
- R6. Board member / staff reports – Board members and staff may report on meetings or activities that they have been involved with. (Board and staff)
 - 1. Nature Center activities (Snyder)
 - a. Nature Center Sidewalks and Playscape Terracing project
 - b. Nature Calls event
 - 2. Park activities (Stehr)
 - a. Update on swan display
 - b. Law enforcement equipment update
 - 3. Administrative items (Schneider)
 - a. 2017 IACCB Annual Conference: Sioux Center, Sioux & Lyon CCB's
 - b. Owego Management Plan completed/signed
 - c. FY 17 Annual Report
 - d. FY 19 Budget
 - e. Set date/time for October meeting
- R7. Adjournment

CALENDAR OF EVENTS:

- 1. IACCB State Conference – September 21-13, 2017 at Sioux Center
- 2. Nature Calls – September 23, 2017 at Sioux City Convention Center
- 3. Conservation Board meeting (tentative) – October 5, 2017