



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MARCH 1, 2016) (WEEK 9 OF 2016)

Agenda and Minutes also available at
www.woodburycountyiowa.gov

Larry D. Clausen 389-5329 lclausen@woodburycountyiowa.gov
Mark A. Monson 204-1015 mark@mudflap.com
Jaclyn D. Smith 898-0477 jasmith@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 March 1, 2016 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 turn off all cell phones and other devices while in the Board Chambers.

AGENDA

- 3:45 p.m. 1. Courthouse Foundation Meeting
First Floor Board of Supervisors Meeting Room
- 4:15 p.m. 2. General Relief Appeal Hearing for T. L. Iowa Code Section {21.5 (1) (a)} Action
First Floor Board of Supervisors Meeting Room
- 4:30 p.m. 3. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
- 4. Citizen Concerns Information
- 5. Approval of the agenda March 1, 2016 Action
- 6. Approval of the minutes of the February 23, 2016 meeting Action
- 7. Discussion and approval of claims Action
- 8. Human Resources – Ed Gilliland
a. Approval of Memorandum of Personnel Transactions Action
b. Authorize Chairman to sign Authorization to Initiate Hiring Process Action
c. Woodbury County Building Superintendent job title change, Discussion and Action Action
d. CWA Civilian Officers ratified tentative agreement for approval, Discussion and Action Action

- 4:45 p.m.** 9. Public Hearing and bid opening for alterations to Siouxland District Health (Set time) Action
10. Board Administration – Karen James
Approval of resolution thanking and commending employee for years of services Action
11. County Auditor – Patrick Gill
a. Receive Auditor's Quarterly Report – July 1, 2015 – September 30, 2015 Action
b. Receive Auditor's Quarterly Report – October 1, 2015 – December 31, 2015 Action
c. Consideration and approval for Liquor License application for the Anthon Golf Course Action
d. Consideration of a Resolution Establishing A Parking Plan For Woodbury County Courthouse, Law Enforcement Center And Building Services Facilities Action
12. Emergency Services – Gary Brown
Authorize Chairman to sign contract for sale donation/purchase from CF Industries Action
13. WCICC – IT – John Malloy
Motion to approve the Memorandum of Understanding between the City of Sioux City, Iowa; Woodbury County, Iowa; the Sioux City City Assessor's office and Conference Board; the Woodbury County Assessor's Office and Conference Board; and the WCICC Commission relating to the Geographic Information System services and operations Action
14. Secondary Roads – Mark Nahra
Consider approval of plans for projects FEMA 35, 36, 37, 39 and 40 Action

**Recess Board Of Supervisors Meeting
Convene Wolf Creek Drainage District Meeting**

15. Approval of minutes for February 23, 2016 meeting

Adjourn Wolf Creek Drainage District Meeting

Convene Bennett - McDonald-Smithland Drainage District Meeting

16. Approval of minutes for February 23, 2016 meeting

**Adjourn Bennett – McDonald-Smithland Drainage District Meeting
Continue Board of Supervisors Meeting**

17. Chairman's Report Information
a. Clerk of Courts move and LEC Expansion Committee
b. CBM kitchen and Courthouse discussion
c. (24/7) lobbying legislature letter
d. Budget AAR
e. Department Head meeting discussion
f. Committee listing updates with Board Administration and IT
18. Reports on Committee Meetings Information
19. Citizen's Concerns Information
20. Board Concerns and Comments Information

ADJOURNMENT

CALENDAR OF EVENTS

TUESDAY, MARCH 1	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, MARCH 2	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, MARCH 3	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
MONDAY, MARCH 7	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
WEDNESDAY, MARCH 9	8:05 a.m.	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
	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
THURSDAY, MARCH 10	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City
	7:00 p.m.	Siouxland Mental Health Center, Board Meeting, 625 Court Street
WEDNESDAY, MARCH 16	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
THURSDAY, MARCH 17	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, MARCH 21	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
TUESDAY, MARCH 22	1:30 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave.
	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F S.E., Le Mars, Iowa
MONDAY, MARCH 28	6:00 p.m.	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville, Iowa.
MONDAY, APRIL 4	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, APRIL 5	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, APRIL 6	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, APRIL 7	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

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.



COURTHOUSE FOUNDATION MEETING

Tuesday, March 1, 2016

Board of Supervisors Basement Meeting Room

AGENDA

Election of Directors

- Motion to elect ex officio members as Board of Directors

Election of Officers

- Motion to elect President of the Board of Directors
- Motion to elect Vice President of the Board of Directors
- Motion to combine the offices of Secretary and Treasurer and to appoint the County Auditor to the combined position

Reports

- Motion to approve the approve the minutes of the March 3rd, 2015 meeting
- Motion to receive the March 1, 2016 Financial Report

Old Business

New Business

Adjourn

WOODBURY COUNTY COURTHOUSE FOUNDATION MEETING

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 3, 2015

Board of Supervisors Basement Meeting Room

Present were Smith, Clausen, Monson and Ung; Taylor and Erickson-Puttman were absent.

Election of Directors

Motion by Ung second by Smith to elect ex officio members as Board of Directors.
Motion carried.

Election of Officers

Motion by Ung second by Smith to elect Chairman Monson of the Board of Supervisors as President of the Board of the Board of Directors. Motion carried.

Motion by Ung second by Smith to elect Supervisor Taylor as Vice President of the Board of Directors. Motion Carried.

Motion by Smith second by Clausen to combine the offices of Secretary and Treasurer and to appoint the County Auditor to the combined position. Motion carried.

Reports

Motion by Smith second by Ung to approve the minutes of the March 11, 2014 meeting.
Motion carried.

Motion by Smith second by Monson to receive the Financial Report as of March 1, 2015.
Motion carried.

Old Business

There was no old business.

New Business

There was no new business.

Adjourn

The meeting was adjourned.

**Office Of The
AUDITOR/RECORDER
Of Woodbury County**

PATRICK F. GILL
Auditor/Recorder



Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101

Phone (712) 279-6702
Fax (712) 279-6629

**Courthouse Foundation Financial Report
As of March 1, 2016**

Beginning Cash Balance March 3, 2015 \$ 7,154.25

Revenues:

Donations:

Electric Innovations	1,154.46	
Prudential	37.10	
Prudential	30.74	
SC Compressed Steel	246.51	
PJ Jennings	70.00	
Jackie Smith	70.00	
Dave Drew	70.00	
Michael Clayton	70.00	
Mark Monson	70.00	
Patrick Gill	70.00	
Larry Clausen	70.00	
Mark Monson	50.00	
Jeremy Taylor	70.00	
Total Revenue	<u>2,078.81</u>	

Total Cash Balance & Revenues 9,233.06

Disbursements:

Stephenson Brothers - Lith of Constitution	280.00	
Stephenson Brothers - Lith of Constitution	350.00	<u>630.00</u>

Ending Cash Balance as of March 3, 2015 \$ 8,603.06

Patrick F. Gill, County Auditor/Recorder



FEBRUARY 23, 2016 —EIGHTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, February 23, 2016 at 4:30 p.m. Board members present were Monson, Ung, Smith, Clausen, and Taylor. Staff members present were Karen James, Board Administrative Coordinator, Dennis Butler, Finance/Operations Controller, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

- 1. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.
- 2. Dennis Simmons addressed the Board with concerns on behalf of the Civil Service Commission about security and access to records.
- 6a. A public hearing was held at 4:35 p.m. for sale of parcel #059025, 1421 Silver St. The Chairperson called on anyone wishing to be heard.

Motion by Ung second by Monson to close the public hearing. Carried 5-0.

Motion by Monson second by Ung to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Sylvia Fish-Life Estate, 1400 Center St., Sioux City, for real estate parcel #059025, 1421 Silver St. for \$407.00 plus recording fees. Carried 5-0.

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #12,336**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Sylvia Fish – Life Estate in the sum of **Four Hundred Seven Dollars & 00/100 (\$407.00)**-----
-----dollars.

For the following described real estate, To Wit:

Parcel #059025

South 25 ft of Lots 1, Block 39, North Sioux City Addition and addition to Sioux City, Woodbury County, Iowa (1421 Silver Street)

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 23rd Day of February, 2016.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed..

- 6b. A public hearing was held at 4:37 p.m. for the sale of parcel #623385, 100 Washington Ave. The Chairperson called on anyone wishing to be heard.

Motion by Clausen second by Ung to close the public hearing. Carried 5-0.

Motion by Clausen second by Monson to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Matthew Welte, 4216 260th St., Danbury, IA, for real estate parcel #623385, 100 Washington Ave. for \$313.00 plus recording fees. Carried 5-0.

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #12,337**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Matthew Welte in the sum of Three Hundred Thirteen Dollars & 00/100 (\$313.00)-----
-----dollars.

For the following described real estate, To Wit:

Parcel #623385

**The North 100 feet of Lot 6 in Block 4 in the Town of Oto, Woodbury County, Iowa
(100 Washington Ave)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 23rd Day of February, 2016.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Jim Rixner, addressed the Board with concerns about the audio on internet replay of Board meetings and concerns with security and access to county records.

- 3. Motion by Monson second by Taylor to approve the Agenda as submitted for February 23, 2016. Carried 5-0. Copy filed.
- 4. Motion by Ung second by Clausen to approve the minutes of the February 16, 2016 Board meeting. Carried 5-0. Copy filed.
- 5. Motion by Monson second by Ung to approve the claims totaling \$532,531.69. Carried 5-0. Copy filed.
- 7a. Dennis Butler presented an update on the proposed county tax rate.
- 7b. Motion by Ung second by Monson to approve an effort to increase County Reserves by 0.5%. Carried 4-1; Clausen opposed.

Motion by Monson second by Taylor to approve publishing notice of the county's intent to exceed the \$3.50 per \$1,000 limit to the General Services Levy. Carried 4-1; Clausen opposed.

- 7c. Motion by Monson second by Taylor to approve amendments to the 2016 Capital Improvement Program. Carried 4-1; Clausen opposed.

Motion by Taylor second by Monson to approve the 2017 Capital Improvement Program. Carried 3-2; Clausen and Smith opposed.

- 8a. Motion by Monson second by Smith to approve the separation of Theresa Jochum, Social Worker, Social Services Dept., effective 2-24-16. Separation.; the separation of Lisa Wilson, Secretary, Social Services Dept., effective 2-24-16. Separation., the reclassification of David Lacy, Custodian, Building Services Dept., effective 3-05-16, \$16.04/hour, 6%=\$.94/hour. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 3 to Grade 1/Step 4.; and the reclassification of Jered Jepsen, Weed Commissioner/Equipment Operator, Roadside Management Dept., effective 3-06-16, \$23.20/hour, 4%=\$.91/hour. Per Wage Plan Matrix, 3 year Salary increase. Carried 3-2 on a roll call vote; Clausen and Smith opposed. Copy filed.
- 8b. Motion by Monson second by Smith to authorize the Chairperson to sign the Authorization to initiate the hiring process for Clerk II, Human Resources Dept. Wage Plan: \$15.26/hour. Carried 5-0. Copy filed.
- 8c. Motion by Monson second by Clausen to approve the de-authorize the P/T GPS Tracker, Juvenile Detention Dept. position. Carried 5-0. Copy filed.
- 8d. Motion by Monson second by Smith to approve the service agreement for administration of Woodbury County General liability claims program with VeriClaim Services. Carried 5-0. Copy filed.
- 8e. Motion by Taylor second by Monson to postpone action to approve the CWA Civilian Officers Ratified Tentative Agreement. Carried 5-0. Copy filed.
- 9a. Motion by Taylor second by Monson to rescind Resolution #12,323. Carried 5-0. Copy filed.

Motion by Ung second by Smith to receive for signatures a Resolution to provide a financial contribution in support of the city of Correctionville and their filing of an application for funding with the vision Iowa community attraction and tourism grant program. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,338**

**A RESOLUTION TO PROVIDE A FINANCIAL CONTRIBUTION IN SUPPORT OF THE CITY
OF CORRECTIONVILLE AND THEIR FILING OF AN APPLICATION FOR FUNDING WITH
THE VISION IOWA COMMUNITY ATTRACTION AND TOURISM GRANT PROGRAM**

WHEREAS, the City of Correctionville, is an incorporated municipality in Woodbury County, Iowa, and owner of the public pool located at 819 8th Street, Correctionville, Iowa, 51016; and

WHEREAS, the Woodbury County Board of Supervisors supports the need for this project to repair and make significant improvements to the public pool; and

WHEREAS, such proposed improvements will create an expanded recreational and quality of life amenity for all residents of Correctionville and the surrounding rural areas and small communities within Woodbury County through new and expanded recreational, wellness, and education opportunities, and

WHEREAS, the City of Correctionville has successfully approved a bond issue and have secured private grants along with local funding to carry out the project's scope of work; and is submitting an application for a Vision Iowa Community Attraction and Tourism program grant award to supplement funds already secured; and

WHEREAS, the Vision Iowa Board of Directors requires county governments to provide a direct financial contribution to Vision Iowa-eligible projects located within its jurisdiction as part of the project's total funding mix; and the City of Correctionville will not be able to complete their preservation and redevelopment of their public pool without the aid of a Vision Iowa program grant; and

NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF SUPERVISORS THAT WOODBURY COUNTY does hereby demonstrate its full support for the City of Correctionville Project with a financial contribution of \$10,000 to the proposed public pool improvements. Woodbury County's financial commitment to this project is contingent upon the successful award of a Vision Iowa program grant.

Dated this 23rd day of February 2016.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 9b. Motion by Monson second by Smith to approve to accept the SIMPCO proposal and fund the expenses out of the Rural Economic Development Dept. budget (Professional Services line item). Carried 5-0. Copy filed.
- 10. Motion by Monson second by Taylor to approve the designation of Cannon, Moss, Brygger Architects for the LEC expansion project. Carried 5-0. Copy filed.
- 11a. Motion by Monson second by Ung to approve the 28E agreement with the City of Merville for law enforcement mutual aid and emergency/disaster response. Carried 5-0. Copy filed.
- 11b. Motion by Taylor second by Ung to approve the authorization to hire three additional sworn Deputy Sheriffs and de-authorization of three civilian transportation/court security officers. Carried 5-0. Copy filed.

The Board recessed for a meeting of the Wolf Creek Drainage District.

The supervisor meeting was called back to order.

The Board recessed for a meeting of the Bennett-McDonald-Smithland Drainage District.

The supervisor meeting was called back to order.

- 14a. The Chairperson reported there is anticipated to be no further budget discussions on March 1 and March 8. March 15 will be the public hearing wherein after a motion to close the public hearing, we will take up the compensation schedule as recommended by the Compensation Board.
- 14b. The Board held a discussion of an upcoming Sioux City Conference Board meeting.
- 14c. The Board held a discussion on the Clerk of Courts request and LEC Expansion Committee.
- 15. Board members reported on Committee meetings.
- 16. Jack Garthright, 15 W. 21st Street, addressed the board concerning sidewalks near his home.
- 17. Board concerns and comments.

The Board adjourned the regular meeting until March 1, 2016.

Meeting sign in sheet. Copy filed.

#8a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 02-25-16

Weekly Agenda Date: 03-01-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Memorandum of Personnel Transactions

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve the Memorandum of Personnel Transactions

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 1, 2016

*** 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
Lucht, Amber	County Sheriff	3-02-16	Civilian Jailer	\$17.48/hour		A	Job Vacancy Posted 1-13-16. Entry Level Salary: \$17.48/hour.
Weitzel, Jason	Building Services	3-12-16	Custodian	\$15.10/hour	5%=\$.73/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.
Smith, Krystle	County Treasurer	3-17-16	M.V. Clerk II	\$15.96/hour	4.5%=\$.70/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 1 to Grade 3/Step 2.

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: March 01, 2016

For the March 01, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff Civilian Jailer, Appointment.
- 2) Building Services Custodian, from Grade 1/Step 2 to Grade 1/Step 3.
- 3) County Treasurer M.V. Clerk II, from Grade 3/Step 1 to Grade 3/Step 2.

Thank you

#86

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 2-25-16

Weekly Agenda Date: 3-01-16

DEPARTMENT HEAD / CITIZEN: <u>Mark Olsen/Ed Gilliland</u>		
SUBJECT: <u>Request to replace one male Part-time Staff</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Authorize Chairman to Sign Authorization to Initiate Hiring Process

EXECUTIVE SUMMARY: One male Full-time staff will be formally retiring within one month and replaced by one in-house part-time male staff.

BACKGROUND: The Woodbury County Juvenile Detention Center will have one male full-time staff member retiring in the near future. Currently there is an in-house posting to replace the position that will close on February 29, 2016 at 4:30 p.m. There will be need to replace the part-time position as soon as possible due to the current shortage of two additional full-time male staff members.

FINANCIAL IMPACT: There will be no additional financial impact as the position already has been budgeted in the current and the FY 2017 fiscal year.

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process. —

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: March 1, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Juvenile Detention	P/T Youth Worker	AFSCME Juvenile Detention: \$17.53/hour		

Chairman, Board of Supervisors

#8c

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

Date: 02-25-16

Weekly Agenda Date: 03-01-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Woodbury County Building Superintendent Job Title Change

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Woodbury County Building Superintendent Job Title Change, Discussion and Action.

EXECUTIVE SUMMARY: Change in job title from Building Services Superintendent to Building Services Director. This title more appropriately fits the job duties.

BACKGROUND:

FINANCIAL IMPACT: None

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve new job title change from Building Services Superintendent to Building Services Director.

Approved by Board of Supervisors March 3, 2015.

#8d

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

Date: 2-25-16

Weekly Agenda Date: 3-01-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: CWA Civilian Officers Ratified Tentative Agreement for Approval

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: CWA Civilian Officers Ratified Tentative Agreement for Approval, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve CWA Civilian Officers Ratified Tentative Agreement.

Approved by Board of Supervisors March 3, 2015.

#9

**ADVERTISEMENT FOR BIDS
NOTICE OF HEARING AND LETTING**

BID DATE: March 1, 2016
PROJECT: ALTERATIONS TO SIOUXLAND DISTRICT HEALTH
SIOUX CITY, IOWA
PROJECT NO: 1431
ARCHITECTS: RML Architects, L.L.C.
922 Douglas Street
Sioux City, Iowa

Sealed Proposals will be received by the Woodbury County Board of Supervisors at the County Board Administration Office, First Floor, Woodbury County Courthouse, 607 Douglas Street, Sioux City, Iowa, until 4:00 p.m., Monday, February 29, 2016 furnishing of all labor, materials, tools, equipment, and incidentals for construction of the above improvements, as described in the drawings and specifications therefore, now on file for public inspection at the Board of Supervisors Office and at the offices of the Architects.

All Bids shall be in accordance with Bid Documents prepared by RML Architects LLC. and West Plains Engineering Inc., which documents are hereby incorporated into this Notice by reference. Interested Contractors may obtain one copy of the Bid Documents from the Architects upon request. Additional sets of plans and specifications may be obtained upon payment of non-refundable printing costs of \$100.

Each Bid shall be submitted on a form furnished by the Architect, and must be accompanied in a separate sealed envelope by Bid Security in the form of a Cashier's Check or Certified Check drawn on a solvent Iowa Bank, or a Bid Bond executed by a corporation authorized to act as surety in the State of Iowa. Bid Security shall be in an amount equal to five per cent (5%) of the amount of the Bid, made payable to Woodbury County, Iowa. Bid Security shall be forfeited to the Board of Supervisors as liquidated damages in the event the successful Bidder fails or refuses to enter into a Contract and furnish Bond, as specified, satisfactory to the Board of Supervisors, assuring the faithful fulfillment of the Contract and the payment of all just claims, within ten (10) days after acceptance of the Bid.

At 10:00 AM on Wednesday, February 17, 2016, a mandatory Pre- Bid meeting will be held at the offices of Siouxland District Health, 1014 Nebraska St., Sioux City, Iowa. Attendance at this meeting is required for all General Contractors interested in the project. It is also required for all contractors from any other discipline who may intend to submit proposals for this work as Prime Contractors. Other interested Subcontractors are also invited to attend the Pre-Bid meeting; however, their attendance is for informational purposes only and is not mandatory.

At 4:45 p.m. on Tuesday, March 1, 2016, at the Board of Supervisors Meeting Room (Basement Level), Woodbury County Courthouse, a public hearing will be held on the proposed drawings, specifications, and form of contract for the above improvements, and at said hearing any interested person may appear and file objections thereto or to the cost of said improvements.

Following the close of the above hearing, at the Board of Supervisors' Meeting Room on Basement Level, Woodbury County Courthouse, the proposals will be opened publicly and read aloud. The proposals will be acted upon by the Woodbury County Board of Supervisors at their regular meeting on Tuesday, March 15, 2016, or at some other time and place as may then be established by the Board.

DIVISION 0 – CONTRACTUAL REQUIREMENTS

The Board of Supervisors reserves the right to reject any or all Bids, re-advertise for Bids, or waive any formalities if they deem such actions to be in the interest of Woodbury County.

Contracts will be awarded to the lowest responsible bidder on the basis of a combination of the Base Bid and selected Alternate Proposals, if any.

Published by order of the Woodbury County Board of Supervisors, Sioux City, Iowa.

(Signed)

Jeremy Taylor, Chair

Woodbury County Board of Supervisors
Woodbury County Courthouse
Sioux City, Iowa

10

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: February 23, 2016

Weekly Agenda Date: March 1, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Karen James, Administrative Coordinator

SUBJECT: Approval of resolution thanking and commending a county employee for years of service

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of resolution thanking and commending a county employee for years of service

EXECUTIVE SUMMARY:

BACKGROUND: Darnell Green has been an employee of the Woodbury County Juvenile Detention Department for 21 plus years, (7-29-94 to 3-31-16).

FINANCIAL IMPACT: none

RECOMMENDATION: Approve resolution

ACTION REQUIRED / PROPOSED MOTION: Motion to approve resolution for Darnell Green

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Darnell Green

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Darnell Green has capably served Woodbury County as an employee of the Woodbury County Juvenile Detention Department for 21 years from July 29, 1994 to March 31, 2016; and

WHEREAS, the service given by Darnell Green as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Darnell Green for his years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Darnell Green.

BE IT SO RESOLVED this 1st day of March, 2016.

WOODBURY COUNTY BOARD OF SUPERVISORS

Jeremy J. Taylor, Chairman

Jaclyn D. Smith, Member

Larry D. Clausen, Member

Mark A. Monson, Member

Matthew A. Ung, Member

Attest:

Patrick F. Gill, Woodbury County Auditor

#11a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: 02/19/16

Weekly Agenda Date: 03/01/16

DEPARTMENT HEAD / CITIZEN: County Auditor – Pat Gill

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Receive Auditor's Quarterly Report

EXECUTIVE SUMMARY:

BACKGROUND: Quarterly report for July 1, 2015 through September 30, 2015

FINANCIAL IMPACT:

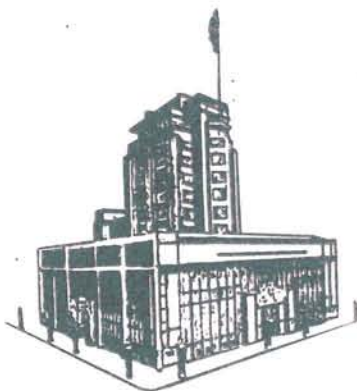
RECOMMENDATION: To approve Auditor's Quarterly Report.

ACTION REQUIRED: Motion to receive the Auditor's Quarterly Report for the 3rd. quarter ending 09/30/15.

Approved by Board of Supervisors March 3, 2015.

**Office Of The
AUDITOR/RECORDER
Of Woodbury County**

PATRICK F. GILL
Auditor/Recorder



Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101

Phone (712) 279-6702
Fax (712) 279-6629

AUDITOR'S QUARTERLY REPORT

July 1, 2015 / September 30, 2015

Patrick F. Gill, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	July 1, 2015		
Payroll Taxes		-	
Other		16.15	
Total Beginning Balance			16.15
Receipts:			
Payroll Taxes		2,240,720.76	
Interest		48.60	
Other			
Total Receipts			<u>2,240,769.36</u>
Total Resources			2,240,785.51
Disbursements:			
Payroll Taxes		2,240,721.31	
Interest Paid to Treasurer		47.69	
Other			
Total Disbursements			2,240,769.00
Ending Cash Balance	September 30, 2015		
Payroll Taxes		(0.55)	
Interest		17.06	
Total Ending Balance			16.51

I, Patrick F. Gill, County Auditor/Recorder of Woodbury County, Iowa, hereby certify the above to be a true and correct statement of the Receipts and Disbursements of the office of County Auditor for the 1st Quarter ending 09/30/15.

Patrick F. Gill, County Auditor/Recorder

#116

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: _02/19/16_

Weekly Agenda Date: _03/01/16

DEPARTMENT HEAD / CITIZEN: County Auditor – Pat Gill

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Receive Auditor's Quarterly Report

EXECUTIVE SUMMARY:

BACKGROUND: Quarterly report for October 1, 2015 through December 31, 2015.

FINANCIAL IMPACT:

RECOMMENDATION: To approve Auditor's Quarterly Report.

ACTION REQUIRED: Motion to receive the Auditor's Quarterly Report for the 4th. quarter ending 12/31/15.

Approved by Board of Supervisors March 3, 2015.

**Office Of The
AUDITOR/RECORDER
Of Woodbury County**

PATRICK F. GILL
Auditor/Recorder



Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101

Phone (712) 279-6702
Fax (712) 279-6629

AUDITOR'S QUARTERLY REPORT

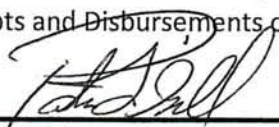
October 1, 2015 / December 31, 2015

Patrick F. Gill, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	October 1, 2015		
Payroll Taxes		(0.55)	
Other		17.06	
Total Beginning Balance			16.51
Receipts:			
Payroll Taxes		2,598,158.32	
Interest		61.62	
Other			
Total Receipts			<u>2,598,219.94</u>
Total Resources			2,598,236.45
Disbursements:			
Payroll Taxes		2,344,806.29	
Interest Paid to Treasurer		37.11	
Other			
Total Disbursements			2,344,843.40
Ending Cash Balance	December 31, 2015		
Payroll Taxes		253,351.48	
Other		41.57	
Total Ending Balance			253,393.05

I, Patrick F. Gill, County Auditor/Recorder of Woodbury County, Iowa, hereby certify the above to be a true and correct statement of the Receipts and Disbursements of the office of County Auditor for the 2nd Quarter ending 12/31/15.



Patrick F. Gill, County Auditor/Recorder

#11c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RECORD

Date: 2/23/16

Weekly Agenda Date: 3/1/16

DEPARTMENT HEAD / CITIZEN: <u>County Auditor-Pat Gill</u>		
SUBJECT: <u>Liquor License</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: Consideration and approval for Liquor License application for the Anthon Golf Course.

EXECUTIVE SUMMARY: N/A

BACKGROUND: N/A

FINANCIAL IMPACT: Local Authority Share \$260.00

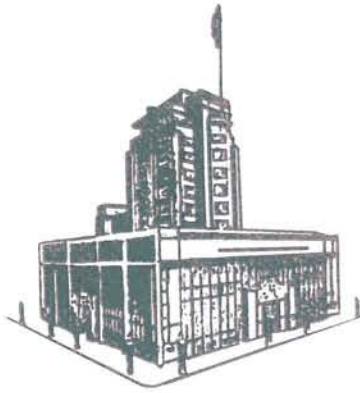
RECOMMENDATION: Approval

ACTION REQUIRED: Motion by second by to approve the liquor License for Anthon Golf Course for Class C Liquor License (LC) (Commercial) with outdoor service and Sunday sales from 4/1/16 through 3/31/17.

Approved by Board of Supervisors March 3, 2015.

**Office Of The
AUDITOR/RECORDER
Of Woodbury County**

PATRICK F. GILL
Auditor/Recorder



Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101

Phone (712) 279-6702
Fax (712) 279-6629

To: Board of Supervisors

From: Patrick F. Gill, Auditor & Recorder

Date: February 23, 2016

Subject: Liquor License Application for the Anthon Golf Course, Anthon, Iowa.

Please approve and receive for signature, an applicaton for a 12-month, Class C Liquor License (LC) (Commercial), with Outdoor Service and Sunday sales privileges, for the Anthon Golf Course, Anthon, Iowa. The license would be effective 04/01/16 through 03/31/17.



State of Iowa
**ALCOHOLIC
BEVERAGES DIVISION**

- About
- Alcohol
- Tobacco
- Links
- Contact

Help	License Search	License List	On-Demand Reporting	Keg Registration Search	User Profile	Logoff
----------------------	--------------------------------	------------------------------	-------------------------------------	---	------------------------------	------------------------

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Applicant License **LC0037482, Anthon Golf Course, Anthon**

After completion click on the **NEXT** link to continue to the next screen, or the **BACK** link to return to the previous screen.
The navigation links on the top may also be used to move around the application.

LENGTH OF LICENSE REQUESTED:
(Choose one of the following):

12 month

8 month

6 month

14 day

5 day

License Status: Submitted to Local Authority

Original issue date of license: MM/DD/YYYY

Issue date of current license: MM/DD/YYYY

License effective date: MM/DD/YYYY

License expiration date: MM/DD/YYYY

Number of days notice:

70 day notice:

Cancel date: MM/DD/YYYY

[Prev](#)

[Next](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

- [Terms and Conditions](#)
- [Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
**ALCOHOLIC
BEVERAGES DIVISION**

- About
- Alcohol
- Tobacco
- Links
- Contact

Help	License Search	License List	On-Demand Reporting	Keg Registration Search	User Profile	Logoff
----------------------	--------------------------------	------------------------------	-------------------------------------	---	------------------------------	------------------------

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Privileges **LC0037482, Anthon Golf Course, Anthon**

After completion click on the **NEXT** link to continue to the next screen, or the **BACK** link to return to the previous screen.
The navigation links on the top may also be used to move around the application.

Select one or more of the privileges you wish to have for your Class C Liquor License (LC) (Commercial). If no privileges are applicable please leave all boxes unchecked and hit the next button.

PRIVILEGES:	
<input type="checkbox"/>	Brew Pub
<input type="checkbox"/>	Catering Privilege
<input type="checkbox"/>	Class B Native Wine Permit
<input type="checkbox"/>	Class B Wine Permit (Carryout Wine - Includes Native Wine)
<input type="checkbox"/>	High Proof Brew Pub
<input type="checkbox"/>	Living Quarters
<input checked="" type="checkbox"/>	Outdoor Service
<input checked="" type="checkbox"/>	Sunday Sales

[Prev](#)

[Next](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

- [Terms and Conditions](#)
- [Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Applicant LC0037482, Anthon Golf Course, Anthon

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A):

Address of Premise:

Address Line 2:

City:

County:

Zip:

Business Phone: Cell / Home Phone:

Same Address

Mailing Address:

Mailing Address Line 2:

City: State:

Zip:

Contact Name:

Phone: Email Address:

Next

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
**ALCOHOLIC
BEVERAGES DIVISION**

- About
- Alcohol
- Tobacco
- Links
- Contact

Help	License Search	License List	On-Demand Reporting	Keg Registration Search	User Profile	Logoff
----------------------	--------------------------------	------------------------------	-------------------------------------	---	------------------------------	------------------------

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Status of Business LC0037482, Anthon Golf Course, Anthon

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.
The navigation links on the top may also be used to move around the application.

Indicate how the business will be operated (Choose one of the following):

<input type="radio"/> Sole Proprietorship	<input type="radio"/> Publicly Traded Corporation
<input type="radio"/> General Partnership	<input type="radio"/> Limited Liability Company
<input type="radio"/> Limited Partnership	<input type="radio"/> Municipality
<input checked="" type="radio"/> Privately-Held Corporation	<input type="radio"/> Non-Profit Association

Corporate ID Number: Federal Employer ID#:

Federal Employer ID Applied For:

[Prev](#)

[Next](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

- [Terms and Conditions](#)
- [Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
ALCOHOLIC
BEVERAGES DIVISION

- About
- Alcohol
- Tobacco
- Links
- Contact

- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Ownership LC0037482, Anthon Golf Course, Anthon

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.
The navigation links on the top may also be used to move around the application.

Corporate applicant's, list all shareholders having 10% or more interest in the corporation and all officers and directors of the corporation regardless of ownership interest. Sole Proprietors shall also include their spouse even if the spouse owns 0% interest. Non-profit corporations or associations need to list officers. Partnerships and Committees not registered with the Secretary of State office will need a trade name filing from their county recorder's office.

If you want to change ownership information at renewal time please finish the renewal with the current ownership listed. When you are finished please go to the Action List and submit an Ownership Update Application along with the license renewal.

Owners:

Name	Address	Percentage	
Anthony Collins	403 S. 1st Avenue, Anthon, IA, 51004	0.00 %	View
keith schrunk	3846 245th Street, Anthon, IA, 51004	0.00 %	View
nancy oconnell	2290 obrien ave, anthon, IA, 51004	0.00 %	View

1

First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Address:	<input type="text"/>		
Address Line 2:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text" value="Please Select"/>
Zip:	<input type="text"/>		
Position:	<input type="text"/>	SS#:	<input type="text"/>
Date of Birth:	<input type="text" value="MM/DD/YYYY"/>	% of Ownership:	<input type="text"/>
		U.S. Citizen:	<input type="text" value="Please Select"/>
<input type="button" value="Add"/>			

Please make sure you press "Add" after each owner's information is listed above before pushing the next button.

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

Terms and Conditions
Privacy Policy

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
**ALCOHOLIC
BEVERAGES DIVISION**

- About
- Alcohol
- Tobacco
- Links
- Contact

- [Help](#)
- [License Search](#)
- [License List](#)
- [On-Demand Reporting](#)
- [Keg Registration Search](#)
- [User Profile](#)
- [Logoff](#)

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Criminal History **LC0037482, Anthon Golf Course, Anthon**

After completion click on the **NEXT** link to continue to the next screen, or the **BACK** link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

<input type="button" value="No"/> ▼	Since this license was last issued, has anyone listed in the ownership screen been convicted of a felony offense in Iowa or any other state of the United States? If yes, list on the next (Violations) screen.
<input type="button" value="No"/> ▼	Since the license was last issued, have any of the owners listed in the ownership screen been charged, arrested, indicted, convicted or received a deferred judgment for any violation of any state, county, city, federal or foreign law? All information shall be reported regardless of the disposition, even if dismissed or expunged. Include pending charges. DO NOT include traffic violations, except those that are alcohol related. If yes, list violations on the next (Violations) screen.
<input type="button" value="None"/> ▼	If no arrests, indictments, summons or convictions are applicable since the license was last issued, select 'NONE'.

[Prev](#)

[Next](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

- [Terms and Conditions](#)
- [Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
**ALCOHOLIC
BEVERAGES DIVISION**

- About
- Alcohol
- Tobacco
- Links
- Contact

- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Premises Information LC0037482, Anthon Golf Course, Anthon

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

Has the premises configuration changed since last year?

Control of premises:

Own

Lease

Other explain:

Premises type:

Local Authority:

License City:

City Population: 565

License County: Woodbury

County Population: 102172

Dram Shop:

Prev

Next

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
ALCOHOLIC
BEVERAGES DIVISION

- About
- Alcohol
- Tobacco
- Links
- Contact

Help	License Search	License List	On-Demand Reporting	Keg Registration Search	User Profile	Logoff
------	----------------	--------------	---------------------	-------------------------	--------------	--------

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

General Premises Information LC0037482, Anthon Golf Course, Anthon

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

of Bathrooms:

of Floors:

Equipped with tables and seats to accommodate a minimum of 25?

Are other liquor, wine or beer businesses accessible from the interior of your premises?

Does your premises conform to all local and state health, fire and building laws and regulation?

Is the capacity of your establishment over 200?

Do you charge a cover charge?

If yes, how often?

Infusing [click here for more information](#)

I will be mixing and storing mixed drinks, cocktails, or infusions prior to a customer placing an order for the beverage.
I will mix, store, and dispense mixed drinks, cocktails or infusions which are not for immediate consumption in compliance with the requirements and restrictions provided in Iowa Code § 123.49(2)"d"(2) and 185 Iowa Administrative Code § 4.5.

I understand that a failure to comply with applicable laws and rules will result in a fine, license suspension, and/or license revocation.

Agree Disagree

I will NOT be mixing and storing mixed drinks, cocktails, or infusions prior to a customer placing an order for the beverage.

[Prev](#)

[Next](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
ALCOHOLIC
BEVERAGES DIVISION
About
Alcohol
Tobacco
Links
Contact

- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Applicant Signature LC0037482, Anthon Golf Course, Anthon

Complete the information below and click Finish to complete the application
Note that the license fees will only be withdrawn from accounts after the ABD approves the license.

This application must be completed by a person listed in the Ownership Section.

I hereby declare that all information contained in the Application is true and correct. I understand that misrepresentation of material facts in the Application is a crime and grounds for denial of the license or permit under Iowa law. I further understand that, as a condition of receiving a license, the licensed premises is subject to inspection during business hours by appropriate local, state and federal officials.

NOTE: The Applicant's Name must match one of the owner's names from the Ownership screen.

Owner's Signature: Date:
MM/DD/YYYY

Tentative effective date: MM/DD/YYYY

Amount to be transferred from your \$ 936.00 account:

Funds will be pulled from your account 2 days after ABD approves the license. You are ready to submit the application for your license to sell alcoholic beverages in the State of Iowa. By providing the bank information requested and clicking on "finish" you are indicating that you are an owner or authorized user of the bank account listed and that you hereby authorize ABD to debit the account in the amount indicated above.

NAME ADDRESS CITY, STATE, ZIP	0123 01-2345/6789
DATE	
PAY TO THE ORDER OF	\$ <input type="text"/>
BANK NAME ADDRESS CITY, STATE, ZIP	DOLLARS
FOR	
⑆012345678⑆ 01234567890123⑆ 0123	

Bank Routing Number:

Bank Account Number:

Check Number:

Applicant's Bank Name:

Applicant's Bank Routing Number:

Repeat Bank Routing Number:

The routing number will ALWAYS be 9 digits long. If you are unsure of your routing or account number, call your bank.

Applicant's Account Number:

Repeat Account Number:

Credit cards are not accepted. Your bank information is transferred over a secure connection and is completely confidential.

BY CLICKING ON THE "FINISH" BUTTON, I AGREE TO THE TERMS AND CONDITIONS OF USING MY BANK ACCOUNT AS A PAYMENT METHOD, WHICH ARE LISTED BELOW, AND AUTHORIZE THE STATE OF IOWA TO DEBIT MY BANK ACCOUNT FOR THE LICENSING FEE LISTED ABOVE. ^
v

1. Bank Account Payments. By choosing to use a bank account as your payment

Please print a copy of this page for your records before clicking the "FINISH" button.

Finish

If you are not taken to a confirmation screen after clicking on "Finish", please see the notes at the top of the applicant signature screen to find out why the application was not submitted.

 [Prev](#)

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
 1918 SE Hulsizer Road, Ankeny, IA 50021
 Toll Free 866.IowaABD (866.469.2223)
 Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
 Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
ALCOHOLIC BEVERAGES DIVISION
 About
 Alcohol
 Tobacco
 Links
 Contact

- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Dram Shop Liability Certificate of Insurance LC0037482, Anthon Golf Course, Anthon

Complete the information below and click **SUBMIT** to endorse this Renewal application.

POLICY INFORMATION	
Reason for re-submittal:	
This is to certify:	<i>Scottsdale Insurance Company</i>
Policy Number:	CPS2358032
Assured:	Anthon Golf Club Inc.
DBA:	Anthon Golf Course
Address:	2236 hwy 31 South
Address Line 2:	
City:	Anthon <input type="text"/>
State:	Iowa <input type="text"/> Zip: 51004
Policy Effective Date:	04/01/2016 MM/DD/YYYY
To: <input checked="" type="radio"/>	Expiration Date: 04/01/2017
Thru: <input type="radio"/>	MM/DD/YYYY

CHECK LIST	
<input checked="" type="checkbox"/>	Outdoor Service Endorsement
<input checked="" type="checkbox"/>	Policy Information Verified (if incorrect please contact the licensee)
Does this policy contain an annual aggregate limit provision?	No <input type="text"/>
If Yes, Annual aggregate limit is:	Please Select <input type="text"/>

The above-mentioned policy of insurance (hereinafter policy) contains coverage to comply with the provisions of Iowa Code section 123.92 and all regulations of the Iowa Department of Commerce, Alcoholic Beverages Division.

The policy may be canceled by the Company of the Assured giving 30 days notice in writing to the Alcoholic Beverages Division at its office, Ankeny, Iowa. The 30 days notice will commence from the date notice is actually received by the division.

Whenever requested by the division, the company agrees to furnish to the division a duplicate original of the policy and all pertinent endorsements.

Signature: Date: 02/11/2016 MM/DD/YYYY

Submit

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
 1918 SE Hulsizer Road, Ankeny, IA 50021

Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

•
•

Terms and Conditions
Privacy Policy

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



- Help
- License Search
- License List
- On-Demand Reporting
- Keg Registration Search
- User Profile
- Logoff

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Local Authority Endorsement LC0037482, Anthon Golf Course, Anthon

Complete the information below and click SUBMIT to endorse the Renewal.

LICENSE INFORMATION

Local Authority:

Daytime Phone for Local Authority:

License Approved
 License Denied
 License Timely Filed

Reason For Denial:

Reason For Timely Filing:

Outdoor Service Area Approved
 Outdoor Service Area Denied

Effective Date: Expiration Date:

CHECK LIST

Fire inspection completed: Yes No

Health inspection completed Yes No

Was a DCI background check run Yes No

Fee Amount: \$936.00
Local Authority Share: \$390.00

COMMENTS

Signature: Date: MM/DD/YYYY

Submit

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
Alcoholic Beverages Division. All Rights Reserved.



State of Iowa
**ALCOHOLIC
 BEVERAGES DIVISION**
[Home](#)
[About](#)
[Alcohol](#)
[Tobacco](#)
[Links](#)
[Contact](#)

- [Help](#)
- [License Search](#)
- [License List](#)
- [On-Demand Reporting](#)
- [Keg Registration Search](#)
- [User Profile](#)
- [Logoff](#)

- > License
- > Privileges
- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

License History **LC0037482, Anthon Golf Course, Anthon**

[View All History](#)

License Number	DBA	Comment	Comment Date	Last Updated By
LC0037482	Anthon Golf Course	Status changed to Submitted to Local Authority. Dram Shop approved Renewal	2/11/2016	Matt.Lynch
LC0037482	Anthon Golf Course	Renewal Application signed.	2/9/2016	tcollins

1

Follow us with RSS, Facebook or Twitter



Contact Us

Iowa Alcoholic Beverages Division
 1918 SE Hulsizer Road, Ankeny, IA 50021
 Toll Free 866.IowaABD (866.469.2223)
 Local 515.281.7400

[Terms and Conditions](#)
[Privacy Policy](#)

Copyright ©2009 State of Iowa
 Alcoholic Beverages Division. All Rights Reserved.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RESOLUTION

11d

Date: _____ 2/24/16 _____

Weekly Agenda Date: _____ 3/1/2016 _____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Pat Gill, County Auditor

SUBJECT: Parking Plan Resolution

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Consideration of a **A RESOLUTION ESTABLISHING A PARKING PLAN FOR WOODBURY COUNTY COURTHOUSE, LAW ENFORCEMENT CENTER AND BUILDING SERVICES FACILITIES**

EXECUTIVE SUMMARY: The policy committee considered this resolution and passed it onto the Board for consideration. If this resolution is adopted, the policy committee will consider a plan for Board Approval and procedure for implementation.

BACKGROUND: The county has no formal parking plan.

FINANCIAL IMPACT: None.

RECOMMENDATION: Pass the resolution to establish the plan and a plan will be brought forward for your consideration.

ACTION REQUIRED / PROPOSED MOTION: Motion to adopt and authorize the chairman to sign **A RESOLUTION ESTABLISHING A PARKING PLAN FOR WOODBURY COUNTY COURTHOUSE, LAW ENFORCEMENT CENTER AND BUILDING SERVICES FACILITIES.**

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING A PARKING PLAN FOR WOODBURY COUNTY COURTHOUSE, LAW ENFORCEMENT CENTER AND BUILDING SERVICES FACILITIES

WHEREAS, section 331.502 states, "The auditor shall have general custody and control of the courthouse, subject to the direction of the board." and

WHEREAS, there are thirty parking places available on county property located at the Courthouse, Law Enforcement Center and the Building Services Building, and

WHEREAS, parking is recognized by the Internal Revenue Service as an excludable qualified transportation benefit, and

WHEREAS, the County desires to provide parking for certain County owned vehicles, department heads, elected officials and certain officers of the court, and

WHEREAS, the County's resources are limited to meet this need and the Board of Supervisors desires to limit expenses the county incurs for the provision of parking,

BE IT THEREFORE RESOLVED by the Board of Supervisors, Woodbury County, Iowa, that the County Auditor is hereby directed to submit a parking plan and a procedure to enforce said plan to the Board of Supervisors for their approval upon adoption of this resolution and at the first regular meeting of the Board of Supervisors of each fiscal year.

SO RESOLVED this 1st day of March, 2016

Board Chair: _____

Attestation: _____

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 2/22/2016

Weekly Agenda Date: 3/1/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:		
SUBJECT:		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Donation/Purchase from CF Industries

- a. 1988 Ford F-250 Lariat XLT Fire Truck

EXECUTIVE SUMMARY: CF Industries Nitrogen, LLC contacted Woodbury County Emergency Services to if there was any need for an additional fire vehicle that could be used for assisting rural fire departments and fighting grass fires. The vehicle they are donating is a 1988 Ford F-250 Lariat XLT. Emergency Services currently has one grass rig equipped for fighting grass fires and would like to have a backup; due to the possibility available staff could respond to area grass fires and the age of the current equipment.

BACKGROUND: CF Industries has established a solid foundation of communication and have shown a willingness to help both Emergency Services and the Woodbury County rural fire and EMS responders, through various donations and assistance programs. Emergency Services continues to work with CF Industries and the rural departments to share information and help to maintain open communications.

FINANCIAL IMPACT: CF Industries is donating the 1988 Ford F-250 Lariat XLT Fire Truck for the amount \$1.00 exchange. This would have minimal to no financial impact to the county.

RECOMMENDATION: Emergency Services would recommend the Board of Supervisors make a motion and pass the donation/purchase of the 1988 Ford F-250 Lariat XLT Fire Truck from CF Industries for the cost of \$1.00, to be used by the Emergency Services department as an additional fire response vehicle and authorize Board Chairman Jeremy Taylor, to sign the Contract for Sale. (See Attached)

ACTION REQUIRED / PROPOSED MOTION: The Board of Supervisors make a motion, approve the donation/purchase of the 1988 Ford F-250 Lariat XLT Fire Truck from CF Industries for the cost of \$1.00, to be used by the Emergency Services department as an additional fire response vehicle and authorize Board Chairman Jeremy Taylor, to sign the Contract for Sale. (See Attached)

CONTRACT FOR SALE

This Contract for Sale (the "Agreement") is made and entered into as of the ____ day of _____, 2016, by and between CF INDUSTRIES NITROGEN, LLC ("Seller"), a Delaware limited liability company, whose mailing address is declared to be 1182 260th Street, Sergeant Bluff, Iowa 51054, and ("Buyer") Woodbury County Emergency Management, whose mailing address is declared to be 620 Douglas St. Rm. 103, Sioux City, IA 51101. Seller and Buyer individually are herein each a "Party" and collectively the "Parties".

WHEREAS, Seller wishes to sell all of the goods, equipment and/or other items set forth on Exhibit A to this Agreement (the "Sale Products") and Buyer wishes to purchase the Sale Products subject to the terms and conditions set forth herein.

In consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. **Actions by Seller and Terms of Sale:** Seller agrees to do the following:
 - (a) **Sale of Sale Products.** Effective upon the receipt of both a signed Agreement and the Purchase Price (defined below), Seller hereby sells, assigns, transfers, conveys, and delivers to Buyer, and Buyer hereby buys and acquires from Seller, all of Seller's right, title, and interest in and to the Sale Products.
 - (b) **"AS IS" Sale and Disclaimer of Warranties.** Buyer is buying, and Seller is selling, all of the Sale Products as-is, where-as, and with all faults. Buyer acknowledges that Seller has not made, and Buyer is not relying upon, any representations or warranties regarding the Sale Products, and Buyer acknowledges that there are no warranties of any kind regarding the Sale Products. SELLER SPECIFICALLY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OF GOODS, ANY IMPLIED WARRANTY OF FITNESS OF GOODS FOR ANY PARTICULAR PURPOSE, OR ANY OTHER EXPRESSED OR IMPLIED WARRANTIES, AND ALL SUCH WARRANTIES ARE EXCLUDED.
 - (c) **Limitation of Liability.** In no event shall Seller be liable to Buyer for any direct or indirect, special, incidental, punitive or consequential damages arising out of, or in any way connected with this Agreement or the Sale Products.
2. **Actions by Buyer and Terms of Purchase:** Buyer agrees to do the following:
 - (a) **Terms of Sale and Purchase.** In addition to the terms set forth herein, Buyer also agrees to abide by the terms and conditions set forth on Exhibit B, all of which are incorporated into this Agreement.
 - (b) **Purchase Price.** Prior to removal of any Sale Products from Seller's facility, and in order to purchase the Sale Products, Buyer shall pay to Seller the amount of \$1.00

(the "Purchase Price"). Said Purchase Price shall be paid in either cash, by certified check, or by another method specified and approved by Seller in its discretion. Seller and Buyer agree to allocate the Purchase Price among the various Sale Products listed on Exhibit A in the manner specified by Seller. Buyer and Seller shall file all tax returns (including amended returns and claims for refund) and information reports in a manner consistent with such allocation. Each party shall be responsible for any tax consequences arising out of this Agreement and applicable to such party.

(c) **Indemnity.** Buyer assumes all risk associated with the Sale Products and shall indemnify and hold harmless Seller and its agents, employees, affiliates, owners, customers, contractors, and sub-contractors from any real or threatened harm, claim, suit or damage, including but not limited to attorney's fees, litigation expenses and costs, which in any way arises out of, relates to, or results from: (i) Any breach of any representation or warranty made by Buyer in or pursuant to this Agreement; (ii) Any breach of any covenant or agreement made by Buyer in or pursuant to this Agreement; (iii) Any brokerage, finder's fees, commissions, or similar payments based any agreement or understanding made, or alleged to have been made, by any person with Buyer in connection with the contemplated transactions under this Agreement; (iv) Any action or omission of any agent, employee or subcontractor of Buyer, including but not limited to personal injury or property damage; and (v) Buyer's purchase, use or subsequent sale of the Sale Products and/or operation of the Buyer's Business on or after the Effective Date.

3. **Integrated Agreement; Severability.** This Agreement constitutes the entire understanding between the Parties concerning the subject matter hereof. No other prior or contemporaneous representations, inducements, promises, or agreements, oral or otherwise, between the Parties relating to the subject matter hereof and not embodied in this Agreement shall be of any force or effect. This Agreement shall not be modified except in a writing signed by all Parties hereto. If any provision of this Agreement shall for any reason be held to be invalid, unenforceable, or contrary to public policy, whether in whole or in part, the remaining provisions shall not be affected by such holding.

4. **Binding Effect.** This Agreement is binding upon, and shall inure to the benefit of, the Parties hereto and their respective heirs, representatives, successors and assigns.

5. **No Construction Against Party Drafting.** The Parties expressly acknowledge and agree that this Agreement represents a negotiated agreement, having been drafted, negotiated, compromised and agreed upon by the Parties. Therefore, the fact that one Party or the other may have been primarily or exclusively responsible for drafting or editing this Agreement shall not, in any dispute over the terms, construction or meaning of this Agreement, be held, interpreted or construed against such Party.

6. **Applicable Law, Jurisdiction and Venue.** This Agreement shall in all respects be governed by the laws of the State of Iowa without giving effect to any choice or conflict of law provision or rule. All actions arising from or relating to this Agreement shall be commenced and prosecuted in either the state or federal court that encompasses and governs Woodbury County, Iowa.

7. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

8. **Due Authority.** Each of the Parties respectively warrants and represents, which warranty and representation shall survive the date of this Agreement, that: (i) it has good right, title and authority to enter into this Agreement and perform its respective obligations hereunder; (ii) the execution and delivery hereof by the individuals set forth below, and the consummation of the transactions herein provided have been duly authorized and approved by such Parties, including, if necessary, its Board of Directors, Partners, Shareholders and/or Members as required by law and/or its Articles of Incorporation, Articles of Organization, Partnership Agreement, Operating Agreement, and/or Bylaws, and do not violate any provision thereof or of any agreement as to which it is a party or is otherwise bound; and (iii) this Agreement, upon execution and delivery by the individuals set forth below, will constitute a valid and binding obligation, enforceable against it in accordance with its terms.

9. **Headings.** The section headings herein are inserted only as a matter of convenience and in no way define, limit, construe, or describe the scope or intent of such sections nor in any way affect the interpretation or construction of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above by their respective duly authorized officers.

SELLER:
CF INDUSTRIES NITROGEN LLC

By: _____
Signature
Nick DeRoos, General Manager
Typed Name and Title

Date: _____

BUYER:
Woodbury County Emergency Mgmt.

By: _____
Signature
Gary Brown, Director
Typed Name and Title

Date: _____

Woodbury County Board of Supervisors

By: _____
Signature
Jeremy Taylor, Chairman
Typed Name and Title

Date: _____

EXHIBIT A

SALE PRODUCTS

The Sale Products include the following:

1988 Ford F-250 Lariat XLT

OTR-09 / Red Fire Truck

Vin# 1FTHX26M1JKB10727

EXHIBIT B
ADDITIONAL TERMS OF SALE AND PURCHASE

Buyer agrees to each of the following:

1. Buyer agrees that it has inspected the Sale Products and agrees that they are acceptable and as represented, all as of the Effective Date.
2. All bids to purchase the Sale Products will be submitted in writing. Any scrap material will be quoted and priced as "cost per ton". Surplus or used equipment will be quoted and priced as "cost per unit". For any other Sale Products, Buyer shall specify how it is calculating and pricing its bid.
3. Prior to the removal of any Sale Products from the plant site, all scrap material or surplus / used equipment will be weighed by the Seller and the loads photographed by the Seller.
4. A three-part bill of lading will be issued by Seller and signed by Buyer's driver. A copy will be provided when the Sale Products are loaded by Buyer.
5. Loading and shipping of the Sale Products is the sole responsibility of the Buyer. Buyer is responsible for any and all loading and transportation costs, including but not limited to the costs of any permits. Buyer is responsible for any taxes relating to the Sale Products.
6. Buyer has 30 calendar days from the date it provides the Purchase Price to remove the Sale Products from Seller's plant site. To the extent the Sale Products are not removed within this time period, Buyer agrees it forfeits all rights to the Sale Products, agrees Seller can retain the Purchase Price as liquidated damages and not as a penalty, and agrees that Seller can sell the Sale Products to another party.
7. Buyer must adhere to all of Seller's safety rules. While on the premises of Seller, Buyer, its employees, sub-contractors and agents shall comply with all statutory and governmental environmental, safety and health laws and regulations and with the environmental, safety, health and plant regulations of Seller, and shall ensure that all of its employees, sub-contractors and agents have a safe place of work on the premises of Seller. Buyer shall keep said premises and the vicinity thereof clean of debris and rubbish caused by its work and, upon completion of its work, shall leave the premises clean and ready for use and without any damage. Upon request of Seller, and at no cost or expense to Seller, Buyer shall promptly remove from the premises of Seller any person under the control of Buyer who violates any of the aforesaid environmental, safety, health, or plant regulations, or who may cause or threaten to cause a breach of the peace. Prior to entering Seller's plant, Buyer's employees, sub-contractors and agents must participate in an orientation on Buyer's safety procedures. It is Buyer's responsibility to schedule an appointment with the Safety Superintendent or the designate for this orientation prior to performing any work.
8. Any party performing work at Seller's plant and the work is located adjacent to a process area must be a member in good standing in IS Network and be current in all CF requirements. Any variance from this policy can only be granted by the Plant Manager. Should a variance be granted, pursuant to OSHA 1910 Process Safety Management, Buyer may be required to provide the following data about Buyer for the preceding three (3) years: Average Number of Employees; Employee Exposure

Hours; Total Number of OSHA cases; OSHA Incident Rate; Number of Lost Workday Cases (DAW & RWC); Number of Workdays Lost; Number of Fatalities; Experience Modifier (EMR); Written Safety Procedure Training Program; Drug Testing Procedures.

9. If Buyer is not a member in good standing with IS Network, and a variance of such membership is granted by the Plant Manager, and before performing any work for Seller or entering into any of Seller's plants, terminals, warehouses, docks or other facilities, Buyer must supply Seller with a letter confirming that background checks have been done on all of Buyer's agents, employees, representatives, contractors, or sub-contractors that will be entering such facility.
10. Buyer shall at its sole cost and expense, and before signing the Agreement, must cause to be issued and thereafter maintain for one year after the Effective Date, the minimum insurance coverages and requirements set forth on the attached. At the same time as providing a signed Agreement, Buyer must provide certificates of liability insurance showing it has obtained the minimum insurance coverages and requirements set forth on the attached.
11. Buyer agrees that the Sale Products are not hazardous and Buyer has requested and received all necessary, requested or required safety data sheets from the Seller.
12. Seller agrees that all labels or signs will be removed from the Sale Products other than those noted. Buyer will confirm that this has been done before loading. Once loaded, Buyer accepts all Sale Products in their then current condition.
13. Buyer will safely secure and properly transport the Sale Products from the site. Buyer will procure at Buyer's sole cost all necessary permits, certificates, and licenses required by all applicable laws, regulations, ordinances and rules of the nation, state, municipality or political subdivision where the work is performed or the Sale Products will be transported, or required by any other duly constituted public authority having jurisdiction over the work of Buyer or the transportation or shipping of the Sale Products, including, but not limited to Department of Transportation permits, and further agrees to hold Seller harmless from and against all liability and loss incurred by reason of an asserted or established violation of such laws, regulations, ordinances, rules, or requirements.
14. All sales are final with no returns allowed.

Insurance Requirements

CF Industries Nitrogen LLC
1182 260th Street
Sergeant Bluff, IA 51054

Below are the criteria for acceptance by CF Industries Nitrogen LLC ("CF"). Please read and follow these instructions carefully. Failure to comply with these instructions could result in your document being rejected and delay the process for contract approval.

Buyer and its subcontractors of any tier performing work on behalf of CF, shall, at a minimum, obtain and maintain insurance coverage with limits and terms and conditions as set forth below:

<u>Type of Insurance</u>	<u>Limits of Liability</u>
Workers' Compensation	Statutory Limits

The Workers' Compensation policy shall comply with any statutory obligation imposed by Workers' Compensation, occupational disease or similar laws of any applicable state and/or federal jurisdiction, including U.S. Longshore and Harbor Workers' Act, Federal Employers' Liability Act and Jones Act if applicable.

Employers Liability	\$1,000,000 each accident \$1,000,000 disease-policy limit \$1,000,000 disease-each employee
----------------------------	---

Commercial General Liability	\$1,000,000 per occurrence \$2,000,000 annual aggregate
-------------------------------------	--

The Commercial General Liability policy covering third-party bodily injury, property damage and personal injury shall be written on an occurrence basis and include blanket contractual liability and products and complete operations coverage.

Business Auto Liability	\$1,000,000 per occurrence
--------------------------------	-----------------------------------

The Business Auto Liability policy covering third-party bodily injury, property damage shall include coverage for "any auto" including all owned, non-owned, hired and leased automobiles of the Buyer.

Excess/Umbrella	\$5,000,000 in excess of the limits specified above
------------------------	--

The Excess/Umbrella policy covering third-party bodily injury, property damage and personal injury, shall be written on an occurrence basis and provide coverage at least as broad as the underlying insurance policies specified above.

Insurance Carrier Requirements

Buyer shall procure and maintain insurance with insurance carriers licensed or authorized to do business in the state(s) or jurisdiction(s) in which the Work will be conducted. Such insurance carriers shall be reasonably satisfactory to CF. Insurance carriers having an A.M. Best Rating of A- / VII or better are considered reasonably satisfactory.

Certificates / Additional Requirements

Prior to the commencement of Work, and at all times during the performance of Work under this contract, Buyer and its subcontractors shall furnish CF with certificates of insurance, executed by a duly authorized representative of each insurer, evidencing full compliance with the insurance requirements set forth herein. Such certificates shall evidence that such insurance:

1. includes CF as an Additional Insured (except under Workers' Compensation coverage),
2. includes a waiver of all rights of subrogation and/or recovery against CF, its directors, officers, affiliates, agents and employees,
3. provides cross-liability coverage as provided under a standard separation of insureds clause,
4. provides coverage that is primary to any other insurance carried by CF, and
5. provides that CF shall receive thirty (30) days' prior written notice of non-renewal, cancellation of or material modification of coverage.

Failure to Maintain and Evidence Insurance

Any failure of such insurance, or certificates evidencing such insurance, to conform to the requirements specified herein shall not result in a waiver of Buyer's required insurance and indemnity obligations, and such obligations shall continue in full force and effect.

In the event that Buyer fails to maintain and evidence insurance as specified herein, CF shall have the right, but not the obligation, to suspend or terminate Work under this Agreement, withhold the Sale Products, withhold payment to Buyer under this Agreement or any other agreement, or to purchase required coverage at Buyer's expense.

No Representation of Coverage Adequacy

By requiring insurance herein, CF does not represent that such coverage and limits will necessarily be adequate to protect Buyer and such coverage and limits shall not be deemed as limitation on Buyer's obligations under this Agreement.

Deductibles or Self-Insured Retentions

Deductibles or self-insured retentions applied to claims under Buyer's insurance specified herein shall be solely for the account of Buyer.

IMPORTANT: If the above requirements are not listed on your insurance certificate, your insurance document and any sale pursuant to this Agreement is subject to rejection or cancellation, at CF's discretion.

#13

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

Date: 2/25/2016

Weekly Agenda Date: 3/01/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: WCICC-IT Director, John Malloy

SUBJECT: Approval the Memorandum of Understanding Relating To The Geographic Information System Services and Operations

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Motion to approve the Memorandum of Understanding between the City of Sioux City, Iowa; Woodbury County, Iowa; the Sioux City City Assessor's office and Conference Board; the Woodbury County Assessor's Office and Conference Board; and the WCICC Commission relating to the Geographic Information System services and operations.

EXECUTIVE SUMMARY: The current MOU states that the GIS Technician (Real Estate) and a GIS Analyst (Technical Administration) will be shared equally by all four entities and that the GIS Technician would be housed in the City Assessor's office. Due to a re-organization within the County Auditor's Office, the GIS Technician position was moved to report to the County Auditor. The proposed MOU recognizes this change. All other portions of the GIS MOU are the same.

BACKGROUND: Woodbury County entered into a MOU for GIS services in December, 2011. The current MOU will expire June 30, 2016.

FINANCIAL IMPACT: The MOU states that each entity is responsible for 25% of the costs of the GIS program.

RECOMMENDATION: Staff requests the Woodbury County Board of Supervisors motion to approve the GIS Memorandum of Understanding between the City of Sioux City, Woodbury County, the City Assessor, The County Assessor and WCICC Commission to formalize funding, housing, operation, duration and termination of cooperation relating to Geographic Information System (GIS) services and operations.

ACTION REQUIRED / PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

MEMORANDUM OF UNDERSTANDING

Between the City of Sioux City, Iowa; Woodbury County, Iowa; the Sioux City City Assessor's Office and Conference Board; the Woodbury County Assessor's Office and Conference Board; and the WCICC Commission/WCICC-IT

This memorandum of understanding between the City of Sioux City, Iowa (City); Woodbury County, Iowa (County); the Sioux City City Assessor's Office and Conference Board (City Assessor); the Woodbury County Assessor's Office and Conference Board (County Assessor); and the WCICC Commission (WCICC-IT) identifies the intent of the parties in relation to funding, housing, operation, duration and termination of cooperation relating to GIS services and operations.

The above entities are governmental subdivisions, units or offices of governmental subdivisions created by law and/or legal entities created and maintained by entities formed pursuant to Iowa Code Section 28E. Among the goals of these entities is the establishment, maintenance and staffing of a GIS system encompassing the territorial limits of Woodbury County and including the corporate limits of the City of Sioux City. The parties previously entered into a Memorandum of Understanding on February 8, 2012 and wish to change some of the terms and conditions as well as clarify the rights and responsibilities of each of the parties towards the project and towards each other. This Memorandum supersedes and replaces any prior written agreement of the parties.

Under this agreement, all parties agree to the following:

A. TERM OF AGREEMENT

1. The term of this Agreement shall begin upon execution by all parties and shall run until June 20, 2020.
2. This Agreement shall automatically be extended for two (2) additional terms of five (5) years unless a party to the Agreement gives written notice to all other parties of the Agreement of intent to withdraw from the Agreement no later than September 1 of the year prior to the expiration of the initial term of the Agreement or any extension of the Agreement.
3. This Agreement shall not be construed to create or convey a benefit to any third party nor create any liability to any third party by its term or operation.

B. PERSONNEL AND LOCATION

1. The GIS operation governed by this Agreement shall continue to consist of the following positions: a GIS Technician (Real Estate) and a GIS Analyst (Technical Administration)
2. The employment status of the unit position shall be as follows; the GIS Technician shall be an employee of the County Auditor and Recorder's Office and the GIS Analyst shall be an employee of WCICC-IT classified pursuant to the establishing 28E Agreement of that entity as a City employee.
3. No separate administrative entity shall be created under the terms of this Agreement.

4. The City shall act as administrator for the purpose of administering this cooperative undertaking.

5. This agreement does not authorize the acquisition of any real or personal property.

C. FUNDING

1. The City, County, City Assessor, and County Assessor shall each allocate sufficient funds for the payment of salary and benefits for the GIS Technician position (each responsible for payment of twenty-five percent (25%) of the total amount budgeted for the position by the City Assessor). The City, County, City Assessor, and County Assessor shall each make an annual lump sum payment no later than October 15th of each year for its portion of the salary and benefits for the GIS Technician position of the County Auditor and Recorder's Office who shall be responsible for accounting and payroll for this position.

2. The City, County, City Assessor, and County assessor shall each allocate sufficient funds for the payment of salary and benefits for the GIS Analyst position (each responsible for payment of twenty-five percent (25%) of the total amount budgeted for the position by WCICC-IT). The City, County, City Assessor, and County Assessor shall each make an annual lump sum payment no later than October 15th of each year to WCICC-IT for its portion of the salary and benefits for the GIS Analyst position.

3. The City, County, City Assessor, and County Assessor shall each allocate sufficient funds for the payment recurring annual hardware and software operational costs for the GIS operation (each responsible for twenty-five percent (25%) of the total amount budgeted for those items by WCICC-IT). The City, County, City Assessor, and County Assessor shall each make an annual lump sum payment no later than October 15th of each year to WCICC-IT for its portion of the annual hardware and software operation costs.

4. At the end of each fiscal year, the City's Finance department will reconcile actual costs for the GIS operation and the budgeted costs for the operation and provide adjustments, if any to the amounts required from each entity for funding for subsequent years.

5. No later than October 15th of each year, the City Assessor, County Assessor, WCICC-IT Director, City Finance Budget Manager and County Financial Analyst (or their designees) shall meet to review the previous year expenses and plan for the upcoming fiscal year.

6. At least once during each term of the Agreement, or in the case of an emergency caused by the failure of equipment or software for any reason, the parties agree that they shall meet and assess the need for capital expenditures for hardware and software necessary to repair, maintain or improve the GIS system. The cost of capital expenditures shall be shared equally by the City, County, City Assessor, and County Assessor and the value of any remaining assets upon dissolution of this agreement divided equally between the parties with the option for the remaining entities to purchase the hardware or software at its depreciated value.

D. NOTICES

Where written notice to any party is called for under this Agreement it shall be made by ordinary mail to the party at the following address:

To the City of Sioux City:

City of Sioux City
Attn: Donna Forker
P.O. Box 447
Sioux City, IA 51102

To the City Assessor:

City Assessor of Sioux City, Iowa
Attn: Al Jordan
620 Douglas Street
Sioux City, IA 51101

To Woodbury County:

Woodbury County, Iowa
Attn: Dennis Butler
620 Douglas Street
Sioux City, IA 51101

To the County Assessor:

County Assessor of Woodbury County
Attn: Julie Conolly
620 Douglas Street
Sioux City, IA 51101

To the WCICC-IT Board

WCICC Commission/WCICC-IT
Attn: John Malloy
620 Douglas Street
Sioux City, IA 51102

E. Acknowledgment and Signature

By affixing their signature below, the undersigned hereby acknowledge that each has the approval and full authority to bind the respective legal entity to the terms and conditions of this Agreement.

Attest:

WCICC Board

By: Michelle Brown
Michelle Brown, Administrative Assistant

By: Jeff A. Supersine
Jeff A. Supersine, Chair

Date: 2/17/2016

Date: 2-17-2016

Attest

City of Sioux City, Iowa

By: Lisa L. McCardle
Lisa L. McCardle, City Clerk

By: Robert E. Scott
Robert E. Scott, Mayor

Date: 02/01/16

Date: 02/01/16

Attest:

Woodbury County, Iowa

By: _____

Patrick Gill, Auditor

By: _____

_____, Supervisor

Date: _____

Date: _____

Attest:

City Assessor and Conference Board

By: Connie Thoreson

Connie Thoreson, Chief Deputy Assessor

By: Al Jordan

Al Jordan, City Assessor

Date: 2-9-16

Date: 2-9-2016

Attest:

County Assessor and Conference Board

By: Glenda Olson

Glenda Olson, Office Manager

By: Julie Conolly

Julie Conolly, County Assessor

Date: 2-8-16

Date: 2-17-16

#14

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: February 25, 2016

Weekly Agenda Date: March 1, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consider approval of plans for projects named FEMA 35, 36, 37, 39, and 40**

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

Consideration X

WORDING FOR AGENDA ITEM: Consider approval of plans for projects FEMA 35, 36, 37, 39, and 40.

EXECUTIVE SUMMARY: The project repairs five flood damaged stream stabilization structures from the June 2014 storm event. These structures required Corps of Engineers and Iowa DNR review. The stream stabilization structures protect upstream bridges from scour during flood events.

BACKGROUND: The stabilization structures remain in place, still protecting the upstream bridges, but require repair to function according to their original design. The presence of these structures prevented damage or loss to five upstream bridges that would have resulted in losses in excess of \$2 million had all five bridges been destroyed by the flood. The county has over 30 such structures protecting bridges on various streams in the county.

FINANCIAL IMPACT: This project is funded with local secondary road funds and FEMA funds received through the disaster declaration.

RECOMMENDATION: Recommend that the Board approve the plans for letting.

ACTION REQUIRED/MOTION PROPOSED: Motion to reapprove the construction plans for project number FEMA 35, 36, 37, 39, and 40

Approved by Board of Supervisors March 3, 2015.

15

FEBRUARY 23, 2016 — MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS AS TRUSTEES FOR DRAINAGE DISTRICTS IN WOODBURY COUNTY

The Board of Supervisors met on Tuesday, February 23, 2016 as Trustees for Drainage Districts in Woodbury County. Board members present were Clausen, Taylor, Monson, Smith, and Ung. Staff members present were Karen James, Board Administrative Coordinator, Joshua Widman, Assistant County Attorney, Mark Nahra, County Engineer's Office, Dennis Butler, Finance/Operations Controller and Jean Jessen, Deputy Auditor/Clerk to the Board.

The Board called to order a Drainage District Trustee meeting.

Motion by Clausen second by Taylor to receive the quotations for survey and design on the Wolf Creek and Weber Creek drainage districts and refer them to County Engineer for recommendation. Carried 5-0.

The quotes are as follows:

Veenstra and Kimm, Sgt. Bluff, IA	\$10,000.00 not to exceed
ISG, Storm Lake, IA	\$9,250.00 not to exceed
Sundquist Engineering, Onawa, IA	\$11,400.00 not to exceed

Copy filed.

The Drainage District meeting was adjourned.



FEBRUARY 23, 2016 — MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS AS TRUSTEES FOR DRAINAGE DISTRICTS IN WOODBURY COUNTY

The Board of Supervisors met on Tuesday, February 23, 2016 as Trustees for Drainage Districts in Woodbury County. Board members present were Clausen, Taylor, Monson, Smith, and Ung. Staff members present were Karen James, Board Administrative Coordinator, Joshua Widman, Assistant County Attorney, Mark Nahra, County Engineer's Office, Dennis Butler, Finance/Operations Controller and Jean Jessen, Deputy Auditor/Clerk to the Board.

The Board called to order a Drainage District Trustee meeting.

Motion by Taylor second by Monson to accept the extra not to exceed quote from V & K, Inc. for Bennett-McDonald-Smithland Drainage District property line re-establishment for \$3,400. Carried 5-0.

The Drainage District meeting was adjourned.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

#17

Date: February 26, 2016

Weekly Agenda Date: March 1, 2015

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Chairman's Report**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Chairman's Report

EXECUTIVE SUMMARY: There are several items that have taken my attention throughout the week. In an effort to keep fellow supervisors as informed as possible, these are some changes, decisions, and/or happenings that have taken place throughout the week.

BACKGROUND:

a. Clerk of Courts move and LEC Expansion Committee

On Monday, January 4, Leesa McNeil, Court Administrator, sent an attached memo to the Board that asked for consideration to consolidate the clerk officers into the courthouse. Listed in the memo were the following reasons some of which were also generated by subsequent discussions.

Clerk of Courts and Judicial Branch Positives

1. **having all clerk staff in the secured Woodbury County Courthouse;**
2. **providing for operational efficiencies;**
3. **keeps within the best financial practices as identified by an audit with the consolidation**

Woodbury County Board of Supervisors Positives

From the Woodbury County Board of Supervisors perspective, any time that we can enhance efficiencies, maximize customer service, and support operations of our various departments and elected officials, we ought to do so. Furthermore, at a very minimal cost if any at all, **the taxpayer is not impacted because the ultimate funding source is from the Judicial Branch in order to support their services.**

Sheriff's Office Positives

In discussions with the Sheriff's Office and as a member of the Law Enforcement Center Expansion Committee, I was excited about the prospect—as is the Sheriff's Office—about freeing up precious space in an LEC with a jail at maximum capacity. This can be utilized in the future for several areas:

- The Weekender's Program currently at a deteriorating Prairie Hills Facility
- Potential Space for "24/7" or a Minimum Offender DWI Program
- Small training area currently at a deteriorating Prairie Hills Facility
- Re-location of non-inmate-holding areas that would be an opportunity to expand within the LEC

The Process in Informing Supervisors

To me, this is an exciting and another creative approach to stretching taxpayer dollars, enhancing public safety, and getting better consolidation of services within county government.

I believed that it was important to make sure all supervisors had maximum access to this information to make a good decision and to involve potentially affected stakeholders such as Auditor Pat Gill and Treasurer Mike Clayton.

In order to gain consensus and maximize the information given to elected officials, I asked for Leesa McNeil to arrange a meeting with Chief Judge Duane E. Hoffmeyer, Supervisor Matthew Ung, Amy Berntson (Clerk of Court), and myself. We toured for over an hour in looking at the current space, the access to current files that would potentially remain in the Law Enforcement Center, and the 8 to 14 modular work stations that would need space over in the Courthouse. After digesting the information, asking pointed questions, and understanding the needs that would take place for space in the Courthouse, I asked if separately the group would share the exact same information with Supervisors Jackie Smith and Larry Clausen, and then Supervisor Mark Monson and Building Services Director Kenny Schmitz. My understanding is that this has taken place.

The Process in Informing Affected Space in Courthouse

Last Tuesday, I asked for Judge Hoffmeyer, Leesa McNeil, Amy Berntson, Auditor Pat Gill, and Treasurer Mike Clayton to meet. Possible ideas for re-location included the basement of the courthouse and the Treasurer's Office. Fifteen minutes into the meeting, Mike Clayton surprised the group by saying, "I will move to Trosper Hoyt." Consolidating the Treasurer's Office and the Department of Motor Vehicle moves everyone likewise under one roof, allows for eventual cross-training through attrition (potential), and it is something that will better their department. Today, Mike continued to tell me, "I'd like to see us all under one roof anyway." There are minimal costs to this as well as the current work stations will work and he has been in touch with our Building Services Director. Some slight modification to a breakroom, wiring of CAT 5, etc. may be a minimal cost. I had not shared this publicly until now because Mike wanted a chance to visit with his personnel personally before anything happened. He now feels comfortable with me doing so.

I believe these developments are the product of thoughtful planning, great cooperation, and fortuitous timing.

Where We Go From Here

I am asking for the LEC Expansion Committee to convene a meeting on March 1, 2016, to include many who have had some conversations but also provide a more formalized dialogue in which members of the media and the Taxpayers Research Conference or public could hear the discussion. My goal is then to provide this as an Information Item under the Chairman's Report at our evening meeting on March 1, 2016.

b. CBM Kitchen and Courthouse discussion

I have talked to Shane Sejnoha from CBM and Donny Armstrong with Courthouse Security about CBM utilizing the basement kitchen. My goal is in the discovery process as they have recently worked out an 8-10 year amortization schedule with another jail in doing something very similar. The original cost of adding \$0.25 per plate was if we did not provide any kitchen at all. However, we want to know what the cost would be if we did since we have the space, some semblance of a kitchen, and we believe we can overcome some of the challenges of delivery trucks/security, etc. Shane will work in the next 2 weeks in order to get figures and walk the area. I will provide these figures to both the Board of Supervisors and LEC Expansion Committee.

c. (24/7) Lobbying Legislature Letter

I believe that we can step up our lobbying efforts by having a letter from the following entities to not only local legislators but also to leaders within both chambers as regards 24/7. My goal would be to see if we can have independent letters from the Sheriff's Office, County Attorney's Office, Board of Supervisors, the Taxpayers Research Conference, and perhaps even our business and labor leaders respectively. I would then like to follow up with arranging some conference calls on the issue.

d. Budget AAR

The following After Action Review took place in our department head meeting concerning the Budget:

SUSTAINS: Things we need to "keep doing"

1. Advanced notice of deadline dates.
2. Splitting budgets into 3 areas: operating, improvements, CIP
3. Including levy rate figures and impacts to the budget based on reductions and/or improvements
4. Communicating the total budget picture
5. Starting earlier gave more discussion
6. Capital Improvement Projects (proactive vs. reactive)

IMPROVES: Things we need to do better

1. Plug in systematic or "sinking fund" (emergency services, vehicles) that are regular items so that the budget does not fluctuate to such variations.

2. Provide accountability after the improvement requests. In short, we made justifications for getting something but data can now prove at a later date the need was justified or took care of a problem (or didn't to as great a degree as was anticipated).
3. GFOA has an award for transparency of the budget process but we would need to prepare documents in order to show that we are documenting the recommended steps.
4. Being able to interact on changes is necessary, e.g. secondary roads may have fluctuations and need to come back to the Board or those who are 4.5 months into FY may have some changes since submitting the budget earlier.
5. Having a more finite level of detail and better coding budget items is key, e.g. "Buildings" and Building Services doesn't say as much or utilization of pop-up windows or detailed descriptions will help everyone know exactly what budgeted items are being discussed.

e. Department Head meeting discussion

Karen will have distributed meeting minutes by Monday and last week you received the PowerPoint presentation that we discussed. Please let us know if there are questions.

f. Committee listing updates with Board Administration and IT

Karen James, Heather Satterwhite, and WCICC folks have been working hard to improve committee presentation process. This will be an update of how it looks.

FINANCIAL IMPACT: None at this time.

RECOMMENDATION: Receive all "Information Items"

ACTION REQUIRED: None

DISTRICT COURT ADMINISTRATION

Woodbury County Courthouse, Room 210, 620 Douglas • Sioux City, Iowa 51101 • Fax (712) 279-6631
Leesa A. McNeil, Court Administrator • E-mail Leesa.McNeil@iowacourts.gov • 712/279-6608

To: Woodbury County Board of Supervisors
From: Leesa A. McNeil
Date: January 4, 2016
Re: Proposal to consolidate the Clerk of Court offices into the courthouse

Please consider approving this request that will allow the court to consolidate the clerk offices into the courthouse. This plan is put forth for several reasons, chief amongst them having all clerk staff in the secured Woodbury County Courthouse and to provide for some additional operational efficiency. To make this work the court is prepared to purchase new modular office equipment, cable work areas and install a new phone system. We would need the county to undertake some initiatives in support of this action that would free up the LEC clerk office for county use.

To make this plan work the court plans to:

- A. Purchase sit/stand work stations for all clerk staff in newly remodeled clerk office areas.
- B. Install a new phone system for court employees.
- C. Cable the clerk office work areas for computers.

We estimate these expenses will total approximately \$100,000 which we are prepared to spend by June 30, 2016.

We request the county undertake the following to make this transition happen:

- A. Assign additional space in the courthouse for clerk office use—needing space for approximately eight work stations, additional counter space and private work area for confidential filers.
- B. Move any needed equipment from the LEC to the courthouse and move breakroom furniture/equipment for the clerk office to the 2nd floor area of the courthouse office.
- C. Remove and take possession of all old modular work stations.
- D. Provide storage space for all paper files in the LEC Clerk office area, the courthouse balcony area and the main filing area at the courthouse. The storage area should be accessible without too much difficulty or inconvenience.
- E. Move our microfilming operation to the balcony area of the courthouse.
- F. Remove the wall separating the courthouse clerk office from the adjacent small office.
- G. Provide signage for the clerk office work areas in the courthouse.
- H. New carpeting in the main clerk office in the courthouse.
- I. Provide electrical hookup for the office areas that will be utilized by clerk staff.

If we are able to make this happen we will need to coordinate the work so the phone, cabling and modulators can be installed by June 30, 2016.

Please let me know if additional information is needed to consider this request. Thanks!

The Iowa Judicial Branch dedicates itself to providing independent and accessible forums for the fair and prompt resolution of disputes, administering justice under law equally to all persons.

WOODBURY COUNTY
COMMISSION OF VETERAN AFFAIRS

Agenda
March 1, 2016
4:45 PM

Open Meeting

Approve February 9, 2016 Meeting Minutes as e-mailed.

Approve March Claims. Total Presented for approval today: \$572.67.

OLD BUSINESS:

Potential office help

Allocation – see quote on Surface4, better portability and size

Budget Hearings – regular budget and improvement requests

NEW BUSINESS:

District Meeting – Suggest topics.

Memorial Money use

GOOD & WELFARE:

Next Meeting – April 5, 2016 at 4:45.

You are cordially invited to an Open House

Sioux City Vet Center
1551 Indian Hills Drive, Suite 214

Sioux City, Iowa

on **Monday, March 14, 2016**

from 4:00 pm – 8:00 pm

Take a tour of our facility

Meet our staff

Discuss how we can work together for Veterans

WOODBURY COUNTY JUVENILE DETENTION CENTER

Trosper-Hoyt Bldg.
822 Douglas St. - 4th Floor
Sioux City, Iowa 51101

Phone 712-279-6622
Email: molson@sioux-city.org
Fax 712-234-2900

6:00 a.m.

6:00 p.m.

February, 2016

February 15, 2016		14
February 16, 2016	12	12
February 17, 2016	12	12
February 18, 2016	12	12
February 19, 2016	12	12
February 20, 2016	12	12
February 21, 2016	14	14
February 22, 2016	14	

The Center averaged 12.6 residents per day during the 6:00 a.m. count and 12.6 during the 6:00 p.m. count for a weekly average of 12.6 residents per day during the above week.

Of the fourteen residents detained on February 22, 2016 six or forty three percent were identified as gang members. Of the six, two or thirty three percent were identified as hard-core members.

We are currently detaining four juveniles from the BIA and one from Dakota County.

Mark Olsen

Director
WCJDC

February 15, 2016

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
2/20/16	Saturday	211	192	19	0	14
2/21/16	Sunday	224	205	19	0	14
2/22/16	Monday	214	195	19	0	14
2/23/16	Tuesday	217	198	19	0	14
2/24/16	Wednesday	215	194	21	0	12
2/25/16	Thursday	205	183	22	0	13
2/26/16	Friday	206	183	23	0	10
		1492	1350	142	0	91
24 HOUR DAILY COUNT						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
2/20/16	231	200	31			
2/21/16	234	204	30			
2/22/16	233	207	26			
2/23/16	238	207	31			
2/24/16	242	211	31			
2/25/16	238	207	31			
2/26/16	239	202	37			
	1655	1438	217			
*Highest population count each day						