



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (APRIL 19, 2016) (WEEK 16 OF 2016)

Agenda and Minutes also available at www.woodburycountyiowa.gov

Larry D. Clausen 389-5329 lclausen@woodburycountyiowa.gov
Mark A. Monson 204-1015 mmonson@woodburycountyiowa.gov
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 April 19, 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

- 3:30 p.m. 1. Closed Session {Iowa Code Section 21.5 (1) (c)}
First floor Board of Supervisors meeting room
4:30 p.m. 2. Call Meeting to Order - Pledge of Allegiance to the Flag - Moment of Silence
3. Citizen Concerns Information
4. Approval of the agenda April 19, 2016 Action
5. Approval of the minutes of the April 11, 2016 meeting Action
6. Discussion and approval of claims Action
7. Board Administration/Public Bidder - Karen James
a. Approval of resolutions thanking and commending county employees for years of service Action
b. Approval of resolution approving petition for suspension of taxes through the redemption process Action
c. Approval of resolution for Notice of Property Sale Parcel #194610 Action
d. Public hearing and sale of property Parcel #001995 (aka 613 W. 2nd St.) Action
4:35 p.m. (Set time)
4:37 p.m. (Set time) e. Public hearing and sale of property Parcel #034320 (aka 1010 - 12th St.) Action

- | | | |
|-----|---|--|
| 8. | Board of Supervisors – Jeremy Taylor
Good News Report: Secondary Roads and ESGR (Employer Support of the Guard and Reserve) | Information |
| 9. | Rural Economic Development – David Gleiser
a. Update on the Roger Brooks Community Assessment
b. Report on the 62 nd Annual Siouxland Washington Conference & Steak Reception | Information
Information |
| 10. | Human Resources – Ed Gilliland
a. Approval of Memorandum of Personnel Transaction
b. Authorize Chairman to sign Authorization to Initiate Hiring Process
c. Approval of retiree request to remain on County health & dental insurance plans
d. Nepotism Policy, discussion and action
f. Express Scripts audit | Action
Action
Action

Action
Information |
| 11. | County Auditor – Patrick Gill
a. Receive appointment of an Oto Township Trustee
b. Receive appointment of Woodbury Township Clerk
c. Receive County Recorder's report of fees collected
d. Receive Auditor's quarterly report | Action
Action
Action
Action |
| 12. | Emergency Services – Gary Brown
a. Approval to apply for the 2017 EMS System Development Grant
b. Approval to document Dawn Zahnley as Authorized Official and Jean Jessen as Fiscal Officer | Action
Action |
| 13. | Planning/Zoning – John Pylelo
Receive departmental recommendation regarding citizen inquiry to purchase county owned real estate | Information |
| 14. | Building Services – Kenny Schmitz
Courthouse-South East windows needing emergency repair | Information |
| 15. | County Auditor – Patrick Gill
Approval of a resolution declaring that a state of emergency exists in regards to windows in courtroom 203 of the Woodbury County Courthouse | Action |
| 16. | Board Administration – Dennis Butler
Discussion and action of resolution setting date for a public hearing on 2016 amendment to the Liberty Park Urban Renewal Area and Plan | Action |
| 17. | Secondary Roads – Mark Nahra
a. Consideration of Annual Weed Destruction Order
b. Consideration of permit for overhead or underground utilities in the highway right of way
c. Consideration of approval of contract for supply of corrugated metal pipe culverts for 2016
d. Consideration of permit to work in the highway right of way
e. Consideration of permit to work in the highway right of way
f. Consideration of permit to work in the highway right of way
g. Consideration of permit to work in the highway right of way | Action
Action
Action
Action
Action
Action
Action |

- | | |
|--|--------|
| h. Consider of award of bid for bridge Project BROS-CO97 (120)—5F-97 | Action |
| i. Consider of award of bid for bridge Project L-B(X14)—73-97 | Action |
| j. Consider of award of bid for bridge Project FEMA 11-73-97 | Action |

**Recess Board of Supervisors Meeting
Convene Wolf Creek Drainage District Trustees Meeting**

- | | |
|--|--------|
| 18. Consideration of proposals for bank repair on the Wolf Creek Drainage District | Action |
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**Adjourn Wolf Creek Drainage District Trustees Meeting
Continue Board of Supervisors Meeting**

- | | |
|---|-------------|
| 19. Board of Supervisors – Jeremy Taylor
Discussion and action on Centers Against Abuse & Sexual Assault - Denim Day on April 27, 2016 | Action |
| 20. Chairman's Report | Information |
| a. LEC Expansion Activities | |
| b. Rural Economic Development Committee, April 26 | |
| c. Correctionville Meeting, April 18 | |
| d. Emergency Courthouse Window Repair (see attached letter) | |
| e. Energy CAP Update: Read Access and Eventual Energy Goal: Energy Star, -15% | |
| f. Department Head Meeting Agenda Items | |
| 21. Reports on Committee Meetings | Information |
| 22. Citizen Concerns | Information |
| 23. Board Concerns and Comments | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, APRIL 18	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech
	7:00 p.m.	Board of Supervisors meeting with Correctionville City Council
WEDNESDAY, APRIL 20	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
	12:00 noon	Siouxland Economic Development Corporation Meeting, 617 Pierce St. Ste. 202, Sioux City, Iowa
THURSDAY, APRIL 21	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, APRIL 25	11:00 a.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
MONDAY, MAY 2	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, MAY 3	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, MAY 4	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, MAY 5	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
WEDNESDAY, MAY 11	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, MAY 12	7:00 p.m.	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa
MONDAY, MAY 16	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech
WEDNESDAY, MAY 18	12:00 noon	Siouxland Economic Development Corporation Meeting, 617 Pierce St.,
	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
THURSDAY, MAY 19	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa

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

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

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



APRIL 11, 2016 —SPECIAL MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Monday, April 11, 2016 at 9:00 a.m. Board members present were [redacted] and Clausen. Staff members present were Dennis Butler, Budget Tax Analyst, Ed Gilliland, Human Resources Manager, and Jean Jessen, Deputy Auditor/Clerk to the Board.

1. Motion by Monson second by Clausen to approve the claims totaling \$339,088.47. Carried 4-0. Copy filed.

Motion by Ung second by Monson to approve the minutes of the April 5, 2016 Board meeting. Carried 4-0. Copy filed.
2. Motion by Clausen second by Monson to approve the appointment of Craig Steig, Maintenance Technician, Building Services Dept., effective 4-19-16, \$17.50/hour. Job Vacancy Posted 3-16-16. Entry Level Salary: \$16.77-\$18.17/hour. Carried 4-0. Copy filed.
3. Steve Hofmeyer, Deputy Commissioner of Elections, announced there were no after-election ballots to add to the tally for the Westwood Community School District Special Election held on April 5, 2016. Official Canvass results were as follows:

Westwood
For the public measure
Proposition A

Shall the Board of Directors of the Westwood Community School District, in the Counties of Woodbury and Monona, State of Iowa, for the purpose of purchasing and improving grounds; constructing schoolhouses or buildings and opening roads to schoolhouses or buildings; purchasing of buildings; purchase, lease or lease-purchase of technology and equipment; paying debts contracted for the erection or construction of schoolhouses or buildings, not including interest on bonds; procuring or acquisition of libraries; repairing, remodeling, reconstructing, improving, or expanding the schoolhouses or buildings and additions to existing schoolhouses; expenditures for energy conservation; renting facilities under Chapter 28E; purchasing transportation equipment for transporting students; lease purchase option agreements for school buildings or equipment; purchasing equipment authorized by law; or for any purpose or purposes now or hereafter authorized by law, be authorized for a period of ten (10) years, to levy and impose a voter-approved physical plant and equipment tax of not exceeding One Dollar Thirty-Four Cents (\$1.34) per One Thousand Dollars (\$1,000) of assessed valuation of the taxable property within the school district, and be authorized annually, in combination, as determined by the board, to levy a physical plant and equipment property tax upon all the taxable property within the school district commencing with the levy of property taxes for collection in the fiscal year ending June 30, 2017, and to impose a physical plant and equipment income surtax not exceeding four percent (4%) upon the state individual income tax of each individual income taxpayer resident in the school district on December 31 for each calendar year commencing with calendar year 2016, or each year thereafter?

For the question, there were:	One hundred seventeen (117) votes
Against the question, there were:	Ninety-six (96) votes
GRAND TOTAL	Two hundred thirteen (213) votes

We therefore declare the public measure, Proposition A, to be adopted.

Motion by Monson second by Ung to approve and receive the Official Canvass results. Carried 4-0. Copy filed.

4. Steve Hofmeyer, Deputy Commissioner of Elections, announced there were three (3) after-election ballots which two (2) were added to the tally for the Sergeant Bluff-Luton Community School District Special Election held on April 5, 2016. Official Canvass results were as follows:

Sergeant Bluff
For the public measure
Proposition A

Shall the Board of Directors of the Sergeant Bluff-Luton Community School District in the County of Woodbury,

State of Iowa, be authorized to contract indebtedness and issue General Obligation Bonds in an amount not to exceed \$39,000,000 to provide funds to build, furnish and equip a new High School building and to improve the site; and to remodel, repair, improve, furnish and equip the existing Middle School building for a Primary Building?

For the question, there were: Eight hundred fifteen (815) votes
Against the question, there were: Nine hundred seventy-three (973) votes
GRAND TOTAL One thousand seven hundred eighty-eight (1788) votes

We therefore declare the public measure Proposition A not to be adopted.
For the public measure

Proposition B

Shall the Board of Directors of the Sergeant Bluff-Luton Community School District in the County of Woodbury, State of Iowa, be authorized to levy annually a tax exceeding Two Dollars and Seventy Cents (\$2.70) per Thousand Dollars (\$1,000), but not exceeding Three Dollars and Ninety Five Cents (\$3.95) per Thousand Dollars (\$1,000) of the assessed value of the taxable property within said school corporation to pay the principal of and interest on bonded indebtedness of said school corporation, it being understood that the approval of this proposition shall not limit the source of payment of the bonds and interest, but shall only operate to restrict the amount of bonds which may be issued?

For the question, there were: Seven hundred ninety (790) votes
Against the question, there were: Nine hundred ninety-five (995) votes
GRAND TOTAL One thousand seven hundred eighty-five (1785) votes

We therefore declare the public measure Proposition B not to be adopted.

Motion by Clausen second by Ung to approve and receive the Official Canvass results. Carried 4-0. Copy filed.

The Board adjourned the regular meeting until April 19, 2016.

Meeting sign in sheet. Copy filed.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

#7a

Date: April 14, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Approval of resolutions thanking and commending county employees for years of services

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Debra Kobold an employee from the County Treasurer's Office is retiring April 22, 2016, after 37 years of service. Eileen Whitehouse is also retiring from the County Treasurer's office after 19 years of service.

BACKGROUND:

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve resolutions thanking and commending county employees for years of service.

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Debra Kobold

FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Debra Kobold has capably served Woodbury County as an employee of the Woodbury County Treasurer's Office for 37 years from October 2, 1979 to April 22, 2016; and

WHEREAS, the service given by Debra Kobold as a Woodbury County employee, has been characterized by her 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 Debra Kobold for her 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, Debra Kobold.

BE IT SO RESOLVED this 19th day of April, 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

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Eileen Whitehouse

FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Eileen Whitehouse has capably served Woodbury County as an employee of the Woodbury County Treasurer's Office for 19 years from July 21, 1997 to May 6, 2016; and

WHEREAS, the service given by Eileen Whitehouse as a Woodbury County employee, has been characterized by her 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 Eileen Whitehouse for her 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, Eileen Whitehouse.

BE IT SO RESOLVED this 19th day of April, 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

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

#7C

Date: April 14th, 2016

Weekly Agenda Date: April 19th, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite, Public Bidder

WORDING FOR AGENDA ITEM: Approval of Notice of Property Sale Resolution for Parcel #194610

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

BACKGROUND: Minimum bid of \$37.00 has been set, due to interest in the property from adjoining property holder.

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Approve the resolution of Notice of Property Sale for parcel #194610 (322 Argonne Pl.) with the public hearing and auction to be set for May 3rd, 2016 at 4:35 p.m.

ACTION REQUIRED / PROPOSED MOTION: Approve the Notice of Property Sale Resolution

Approved by Board of Supervisors April 5, 2016.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #194610

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

**Lot Nine of Block Four in Hatfields Addition to City of Sioux City, Woodbury County, Iowa
(322 Argonne Pl.)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **3rd Day of May, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **3rd Day of May, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$37.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 19th Day of April, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Jana Sullivan Date: 8-18-15

Address: 31235 W. Loop Rd, S.C. JA 51108 Phone: 712-253-4672

Address or approximate address/location of property interested in:
322 Argonne Ave.

GIS PIN # 894716 103 012

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

Legal Description:
Lot 9 B1k 4 Hatfield Addition

Tax Sale #/Date: 136/1985 Parcel # 1941610

Tax Deeded to Woodbury County on: 8-19-87

Current Assessed Value: Land \$5,200 Building - Total \$5,200

Approximate Delinquent Real Estate Taxes: -

Approximate Delinquent Special Assessment Taxes: -

*Cost of Services: \$36.30

Inspection to: Mark Monson Date: 8-18-15

Minimum Bid Set by Supervisor: \$1⁰⁰ plus \$36 for cost of services (listed above) for a total of \$37

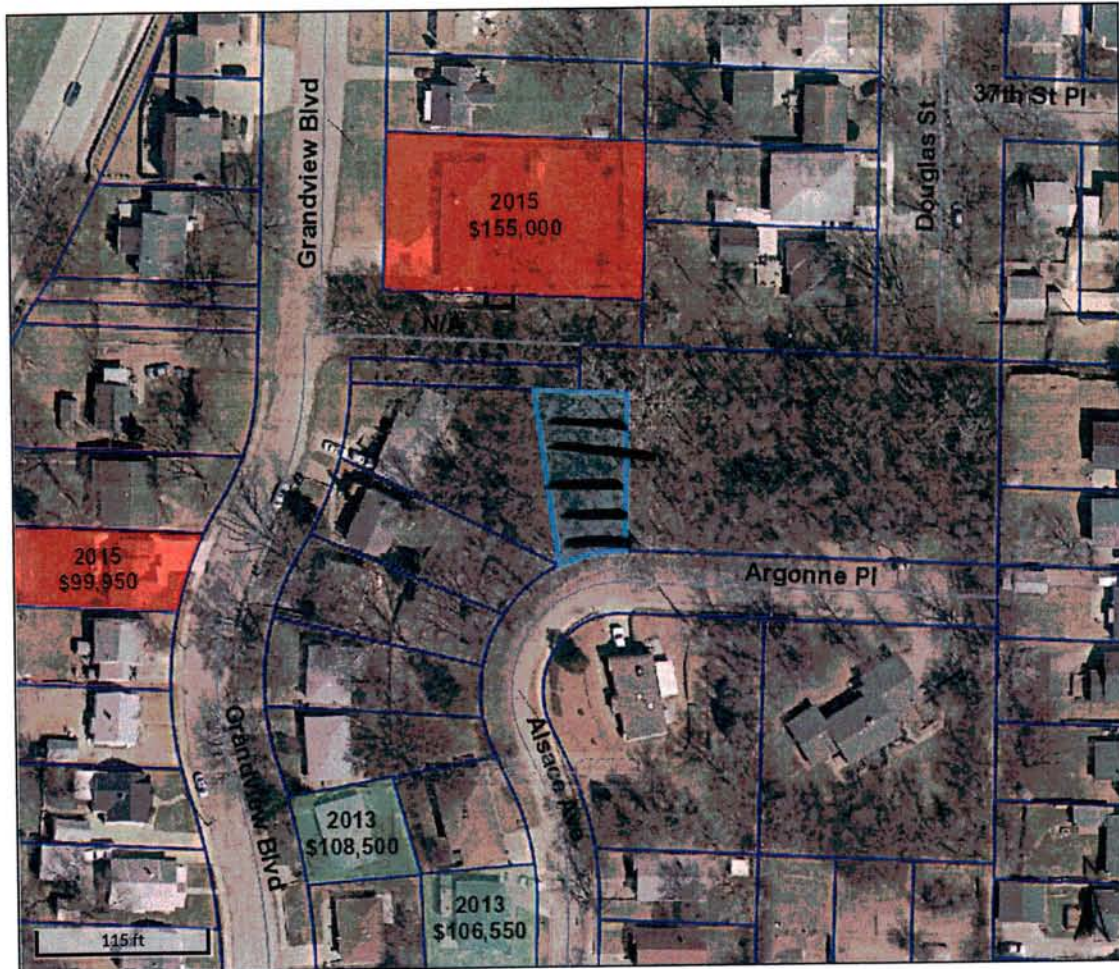
Date and Time Set for Auction: May 3rd 2016 @ 4:35pm.

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





Beacon™ Woodbury County, IA / Sioux City



Overview



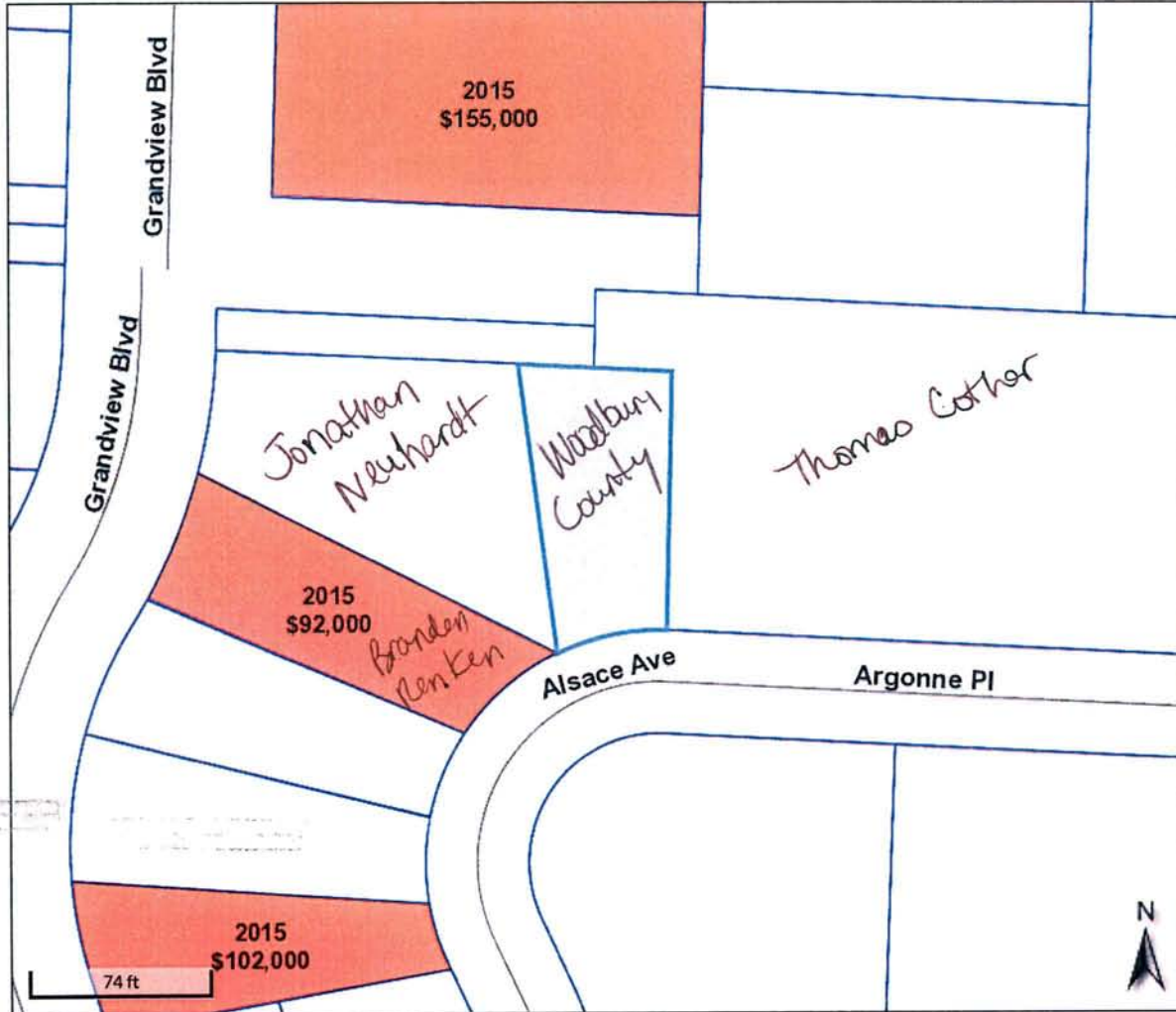
Legend

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

Parcel ID	894716103012	Alternate ID	194610	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		620 DOUGLAS ST
Property Address	322 ARGONNE PL	Acres	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	HATFIELDS				
	LOT 9 BLK 4				
	<i>(Note: Not to be used on legal documents)</i>				

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 Developed by
 The Schneider Corporation



Overview




Legend

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

Parcel ID	894716103012	Alternate ID	194610	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		Courthouse Rm 104
Property Address	322 ARGONNE PL	Acreage	n/a		620 Douglas St.
	SIOUX CITY				Sioux City, IA 51101-0000
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	HATFIELD				
	LOT 9 BLK 4				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 4/14/2016

Developed by
 The Schneider Corporation

#7d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RI

Date: April 14th, 2016

Weekly Agenda Date: April 19th, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite, Public Bidder

WORDING FOR AGENDA ITEM: Public hearing and sale of property parcel #001995 (aka 613 W. 2nd St.)

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY:

BACKGROUND: The board approved the notice of property sale resolution on April 5th, 2016.

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Approve the sale of property to the highest bidder, starting with a minimum bid of \$213.00

ACTION REQUIRED / PROPOSED MOTION: Approve the sale of property to the highest bidder.

Approved by Board of Supervisors April 5, 2016.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #001995

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

**The Easterly 55 feet of Lot 6 in Block 8, Sioux City Addition to Sioux City, in the County of Woodbury and State of Iowa
(613 W 2nd Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **19th Day of April, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **19th Day of April, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$213.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 5th Day of April, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Carlos Ayala Date: 7/31/15
Address: 205 Sparks St. Phone: 301-0008

Address or approximate address/location of property interested in:

613 W. 2nd St.

GIS# 894729401002

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

Legal Description:

East 55 ft of Lot 6, Block 8
Sioux City Addition, Sioux City, ~ Woodbury
County, Iowa.

Tax Sale #/Date: #1172 6/19/2006 Parcel # 001995

Tax Deeded to Woodbury County on: 2/13/2014

Current Assessed Value: Land \$100⁻ Building Ø Total \$100⁻

Approximate Delinquent Real Estate Taxes: \$1,075⁻

Approximate Delinquent Special Assessment Taxes: \$7,863⁻

*Cost of Services: \$113

Inspection to: Mark Monson Date: 7/31/15

Minimum Bid Set by Supervisor: \$100⁰⁰ plus cost of services of \$113 Total: \$213

Date and Time Set for Auction: April 19th @ 4:35

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



Overview

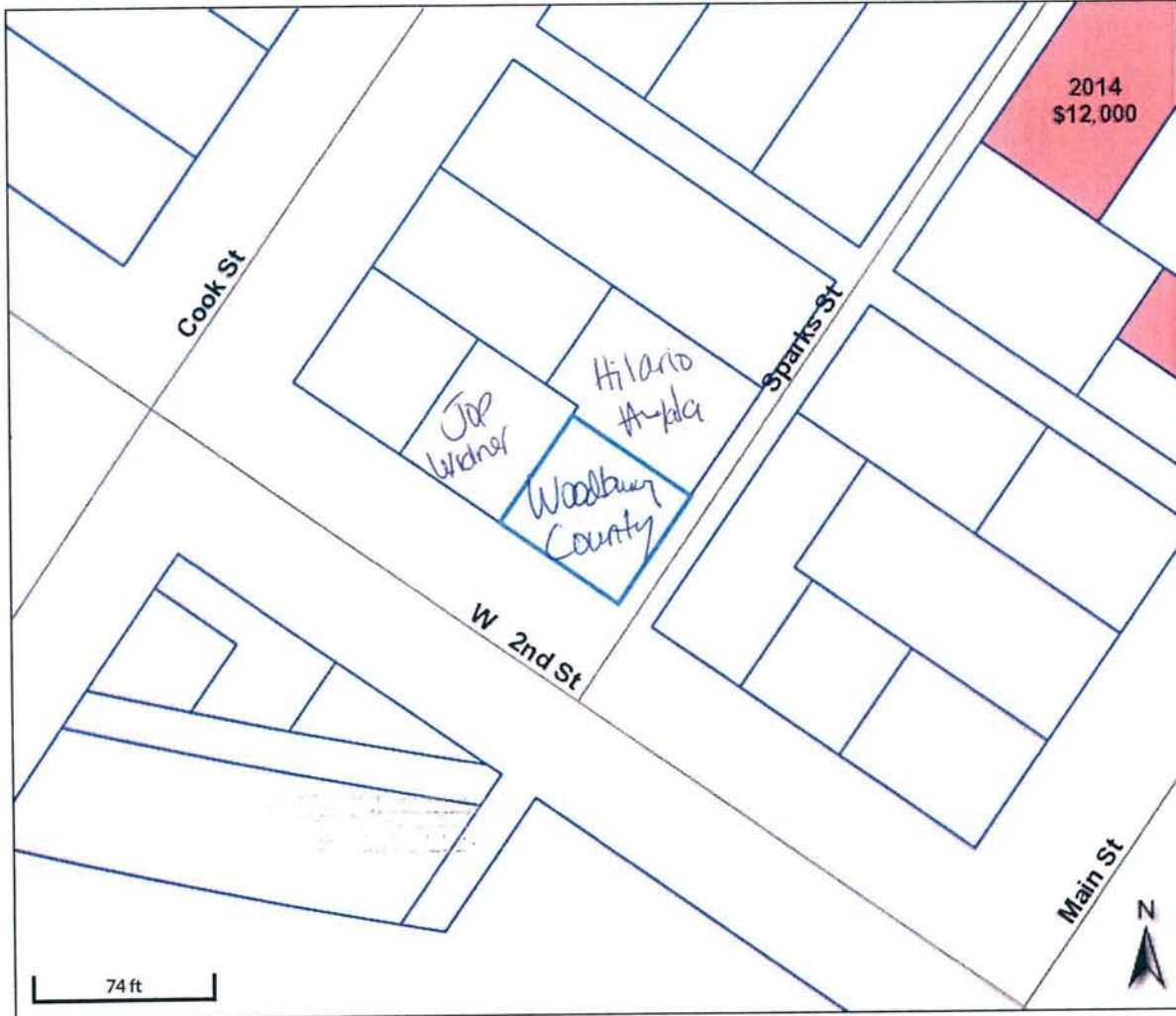


Legend

- Roads
- Corp Boundaries
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- Sections
- Residential Sales
 - 2013
 - 2014
 - 2015
- Parcels

Parcel ID	894729401002	Alternate ID	001995	Owner Address	MCGEE DEBRA
Sec/Twp/Rng	0-0-0	Class	R		613 W 2ND ST
Property Address	613 W 2ND ST	Acreeage	n/a		SIOUX CITY, IA 51103-0000
	SIOUX CITY				
District	S C CITY/S C SC H/PARKWAY ORIG LL				
Brief Tax Description	SIOUX CITY ADDN				
	E 55 FT LOT 6 BLK 8				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 7/31/2015
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Overview



Legend

- Roads
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- Sections
- Residential Sales
- 2013
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- 2015
- Parcels

Parcel ID	894729401002	Alternate ID	001995	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		WOODBURY COUNTY COURTHOUSE
Property Address	613 W 2ND ST	Acreage	n/a		613 W 2ND ST
	SIOUX CITY				SIOUX CITY, IA 51103-0000
District	S C CITY/S C SC H/PARKWAY ORIG LL				
Brief Tax Description	SIOUX CITY ADDN				
	E 55 FT LOT 6 BLK 8				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 3/31/2016

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#7e

Date: April 14th, 2016

Weekly Agenda Date: April 19th, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite, Public Bidder

WORDING FOR AGENDA ITEM: Public hearing and sale of property parcel #034320 (aka 1010 12th Street)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Public hearing and sale of property parcel #034320 (aka 1010 12th Street)

BACKGROUND: The board approved the notice of property sale resolution on April 5th, 2016

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Approve the sale of property to the highest bidder, starting with a minimum bid of \$246.00

ACTION REQUIRED / PROPOSED MOTION: Approve the sale of property to the highest bidder

Approved by Board of Supervisors April 5, 2016.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #034320

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

**East 38.5 ft West 110 ft of Lot 1 in Block 109 East 40 ft of Lot 1 in Block 109, Sioux City East Addition, City of Sioux City, Woodbury County, Iowa
(1010 12th Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **19th Day of April, 2016 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **19th Day of April, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$246.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 5th Day of April, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Robert Higgins Date: 9/30/15
Address: 4542 Manor Cir Phone: 899-4521

Address or approximate address/location of property interested in:
1010 12th St.

GIS PIN # 894728209004

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

Legal Description:

E. 38.5 ft W 110ft Lot A Block 109
E. 40ft Lot A Block 109 Sioux City
East Addition, City of Sioux City,
Woodbury County, Iowa

Tax Sale #/Date: #912 6/18/2012 Parcel # 034320

Tax Deeded to Woodbury County on: 3/24/2016

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

Approximate Delinquent Real Estate Taxes: \$ 3,928

Approximate Delinquent Special Assessment Taxes: \$ 48,912

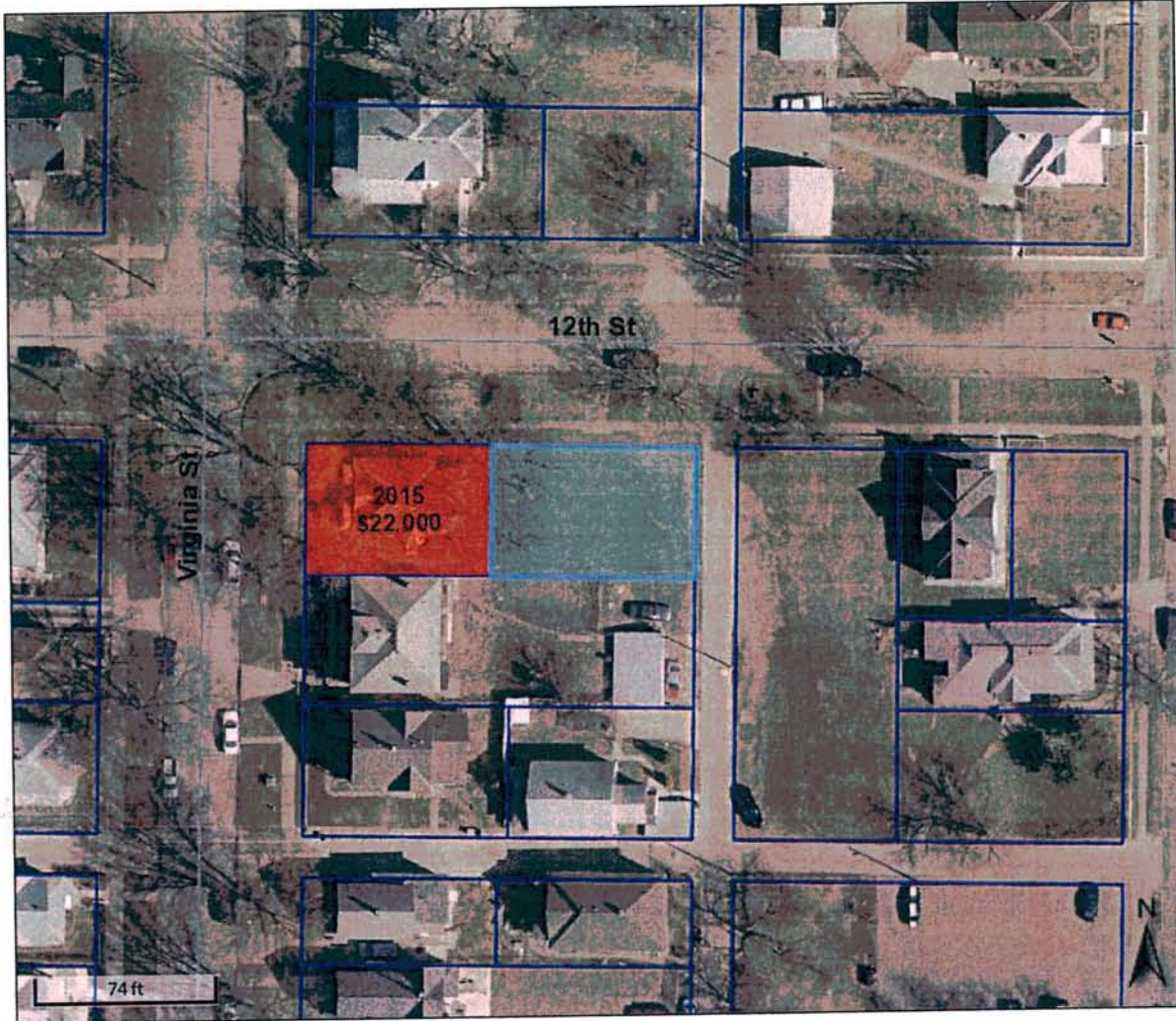
*Cost of Services: \$ 146

Inspection to: Mark Monson Date: 9/30/15

Minimum Bid Set by Supervisor: \$ 100 plus \$ 146 for cost of services Total: \$ 246

Date and Time Set for Auction: April 17th @ 4:37

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



Overview

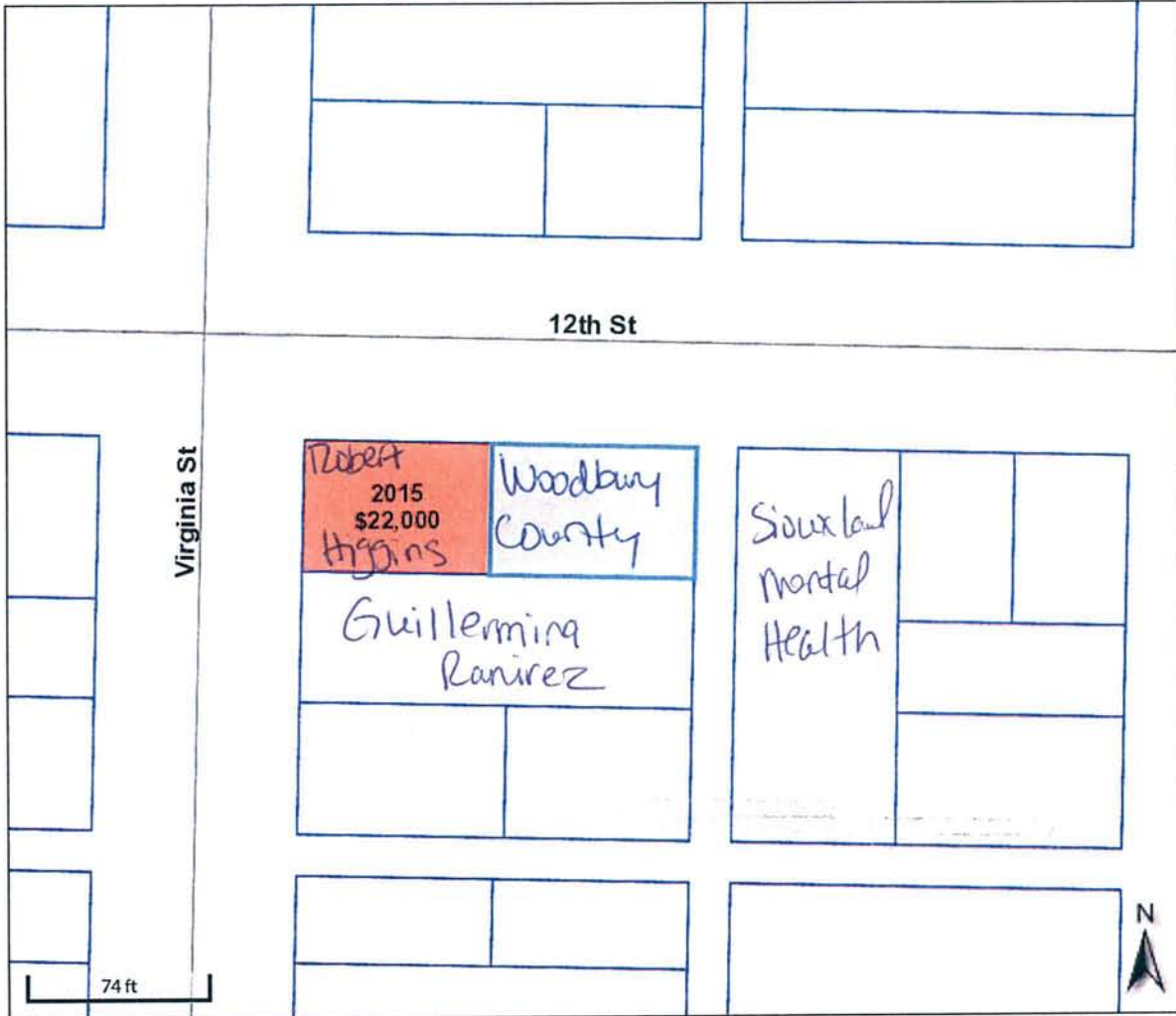


Legend

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

Parcel ID	894728209004	Alternate ID	034320	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		WOODBURY COUNTY COURTHOUSE
Property Address	1010 12TH ST	Acreage	n/a		7401 E 26TH AVE UNIT 221
	SIOUX CITY				DENVER, CO 80238-2630
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	SIOUX CITY EAST				
	E 38.5 FTW 110 FT L				
	OT 1 BLK 109 E 40 FT				
	LOT 1 BLK 109				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 3/31/2016



Overview



Legend

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

Parcel ID	894728209004	Alternate ID	034320	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		WOODBURY COUNTY COURTHOUSE
Property Address	1010 12TH ST	Acreage	n/a		7401 E 26TH AVE UNIT 221
	SIOUX CITY				DENVER, CO 80238-2630

District 087 SC LL SIOUX CITY COMM
 Brief Tax Description SIOUX CITY EAST
 E 38.5 FT W 110 FT L
 OT 1 BLK 109 E 40 FT
 LOT 1 BLK 109
 (Note: Not to be used on legal documents)

Date created: 3/31/2016



“It is the Soldier above all others who prays for peace, for it is the soldier who must suffer and bear the deepest wounds and scars of war.” General Douglas MacArthur



1. The Good News Story for this Week features Veterans Affairs Dept.
2. In other “Good News” ...

A Note from COL Scott Plambeck

Mark,

We really appreciate the support of Pete McDermott that you, Forest, and all others associated with the Woodbury County Engineer's have given him over the last few years. The National Guard can not do its mission without the Support of our members' employers. The National Guard is being used more since 9/11 than ever in our history, and we do not see an end in the near future.

Thanks again for being a part of the Iowa Employer Support of the Guard and Reserve (ESGR)



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#9a

Date: 4/14/16

Weekly Agenda Date: 4/19/16

DEPARTMENT HEAD / CITIZEN: Erika Newton, Executive Director – Tyson Events Center

SUBJECT: Roger Brooks Community Assessment

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Update on the Roger Brooks Community Assessment

EXECUTIVE SUMMARY: Roger Brooks is known as an expert on destination branding. He was in Sioux City the week of April 4th assessing Sioux City's assets and developed a number of recommendations on what Sioux City's "niche" should be in attracting more visitors to spend more dollars in our community. On April 8th, he presented his findings to the public at the Sioux City Convention Center. His discoveries included a review of 60 critical items that all determine whether our community is considered a place to invest in, move to, establish a business in, or visit for leisure purposes. The presentation was 2.5 hours long.

BACKGROUND: In August 2015, Erika Newton requested \$5,000 from Woodbury County to help pay for the Roger Brooks Community Assessment project. The total cost (\$25,000) was cost shared by the Siouxland Chamber/TSI, Downtown Partners, City of Sioux City, and Woodbury County.

FINANCIAL IMPACT: 0

RECOMMENDATION: Acknowledge the update.

ACTION REQUIRED: None

Approved by Board of Supervisors March 3, 2015.

Heather Satterwhite - Fwd: Here you go!

From: David Gleiser
To: Satterwhite, Heather
Date: 4/14/2016 10:24 AM
Subject: Fwd: Here you go!
Attachments: 4-19-16 ROger Brooks Assessment Update.docx

Please include the attachments in Erika's email as backup material for this agenda item. I'll also send you another email from her with more info.

>>> Erika Newton 04/12/16 8:47 AM >>>

I wanted to make sure all of our partners got the e-mail from Roger Brooks below. I will send you one more e-mail from him with a couple of additional attachments. Please let me know if everything does not come through the way it's supposed to.

Thanks to all of you for partnering with us to bring Roger to Sioux City. I hope you found his suggestions and findings useful. I think it's a great foundation to continue to build on - we've already got great things in the works! Feel free to distribute these files to your board members, committee members, etc.

Thank you!
Erika

>>> Roger Brooks <delivery@yousendit.com> 4/11/2016 9:02 PM >>>

HIGHTAIL

Files have been sent to you

from roger@rogerbrooksteam.com via [Hightail](#).

Hi Erika!

Thanks so much for having us secret shop Sioux City. It's an amazing city with great promise in this new age of downtowns. Please remember that the Assessment is a "conversation starter" and not meant to provide all the answers. If you decide to do a Branding program, we would go through the assessment suggestions, dig into each, and then determine which would be converted to recommendations complete with costs, instructions and far more detail.

Hopefully people saw it as constructive and not critical. The city does an amazing job with great additions like the convention center, art center, sports fields, Tyson Center and the list goes on.

Attached are several files including:

- The Assessment as a PDF with one slide per page (there are 485 slides so

you don't want to print this one out!)

- The assessment with two slides per page
- The assessment with four slides per page
- A folder with each slide saved as a JPG in case you want to insert them into the video for better viewing, or want to use any of them as examples for future projects.

The Findings & Suggestions Report will be coming your way within the next 90 days.

All the best!


Roger

4 files were sent to you.

 [Assessment slides.zip](#)

 [SiouxCityAssessment.pdf](#)

 [Assessment4SlidesPerPg.pdf](#)

 [Assessment2SlidesPerPg.pdf](#)

Download Files

Your files will expire on **April 25, 2016 19:02 PDT** unless you **Save to folders**, then you will have online access anytime.

[Save to Folders](#)

If you Save to Folders you can use the [Desktop App](#), [Mobile App](#) and [iPad App](#) to access your files from anywhere.



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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I

#96

Date: 4/14/16

Weekly Agenda Date: 4/19/16

DEPARTMENT HEAD / CITIZEN: David Gleiser, Rural Economic Development Director

SUBJECT: 62nd Annual Siouxland Washington Conference & Steak Reception

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Report on the 62nd Annual Siouxland Washington Conference & Steak Reception

EXECUTIVE SUMMARY: Woodbury County's delegation to the 62nd Annual Siouxland Washington Conference & Steak Reception brought forth 7 county-specific issues to D.C. The delegation, comprised of Supervisors Jeremy Taylor, Jaclyn Smith, and Matthew Ung, and Rural Economic Development Director, David Gleiser met with USDA officials, Congressman Steve King, and Senators Chuck Grassley and Joni Ernst to discuss the county issues. In addition to lobbying on the county issues, the Woodbury County delegation also participated in the lobbying of federal officials and members of the Tri-State Congressional delegation during the trip.

BACKGROUND: In February the Board of Supervisors formed the county delegation and tasked the Rural Economic Development Director to work with Department Directors to identify issues pertinent to Woodbury County so those issues could be discussed during the trip.

FINANCIAL IMPACT: 0

RECOMMENDATION: Acknowledge the report.

ACTION REQUIRED: None

Approved by Board of Supervisors March 3, 2015.

USDA Rural Economic Development Loan and Grant (REDLG) Program

ISSUE

For years, electric and telephone cooperatives have been partnering with rural communities and local economic developers to invest in community projects through the USDA Rural Economic Development Loan and Grant program, more commonly referred to as REDLG.

Through the REDLG program, electric and telephone cooperatives can secure zero-interest loans or receive grants to create revolving loan funds which allow cooperatives to make loans to businesses for projects that will create and retain employment in rural areas. In the past several years, the number of projects submitted to the program have exceeded the amount of funds made available through the normal appropriations process. In addition, the REDLG program is supported by a source of funding available through our cooperative lenders, called the Guaranteed Underwriter Program or GUPs funding. The GUP provides a reliable source of low-cost capital to help cooperative lenders maintain a balanced portfolio and strengthen the ability to raise additional funds in private capital markets. Most recently, there has been an increase in the demand on the GUP program, so an increase is warranted.

REQUEST

We respectfully request support of efforts to increase the amount of funding authorized by Congress for the REDLG program and associated GUPs funding.

BACKGROUND

The REDLG program is very important for rural Woodbury County, Iowa. In 2015, Woodbury County Rural Electric Cooperative (REC) applied for and won a REDLG grant (\$158,000) to establish a Community/Economic Development Revolving Loan Fund (RLF). The funds main purpose is to improve the quality of life in rural areas by contributing to long-term improvements in the local economy. With their initial award, Woodbury REC provided a local match of \$32,000 and loaned all of the funds to the City of Bronson to build a new City Hall and Community Center.

This RLF is a local funding source with a goal of providing low interest loans to assist with local economic and community development projects. Their priorities include job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents. Currently, Woodbury County REC has 2 REDLG applications for funding requests of \$1.3 Million to help support a \$4.3 Million expansion of the Char-Mac Assisted Living Facility in Lawton, Iowa.

On March 22nd, 2016, the Woodbury County Rural Economic Development Department submitted letters of support to Iowa Congressman Steve King, and Iowa Senators Chuck Grassley and Joni Ernst on behalf of this issue (see attached).

AUTHOR

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609



OFFICE OF
WOODBURY COUNTY RURAL ECONOMIC DEVELOPMENT

620 DOUGLAS STREET – SIOUX CITY, IA 51101

David Gleiser · Director · dgleiser@woodburycountyia.gov

Telephone (712) 279-6609

Fax (712) 279-6530

March 22nd, 2016

The Honorable Congressman Steve King
2210 Rayburn Office Building
Washington, DC 20515

Dear Congressman King:

I am writing to voice my support for increased funding levels for two very important programs at the USDA Rural Utilities Services—the Rural Economic Development Loan and Grant Program (REDLG) and the Guaranteed Underwriter Program (GUP).

Through the REDLG program, electric and telephone cooperatives can secure zero-interest loans or receive grants to create revolving loan funds which allow the cooperatives to make loans to businesses for projects that will create and retain employment in rural areas. This program fosters area economic growth, leverages substantial private investment and also augments the infrastructure of electric and telephone cooperatives.

The REDLG program is very important for rural Woodbury County, Iowa. Woodbury County Rural Electric Cooperative recently applied for and won a REDLG grant to establish a Community/Economic Development Revolving Loan Fund (RLF). The fund's main purpose is to improve the quality of life in rural areas by contributing to long-term improvements in the local economy.

This RLF is a local funding source with a goal of providing low interest loans to assist with local economic and community development projects. Their priorities include job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

Over the last several years, additional entities were authorized to utilize the REDLG program and demand for funds has significantly outpaced availability. Since recent funding levels for REDLG have been inadequate to meet the demand, I would like to request your support for REDLG program funding at the full amount of \$85 million recommended in this year's administration budget.

One very important source of funding for the REDLG program is the fees paid by cooperative lenders, through the GUP. The GUP provides a reliable source of low-cost capital to help cooperative lenders maintain a balanced portfolio to provide loans to rural cooperatives and strengthens the ability to raise additional funds in the private capital markets.

I am very appreciative of Congress setting a program level of \$750 million for GUP in the current year. Taking into account additional demands for the program, I respectfully request an increase in GUP to \$1 billion; this would require no additional funds be appropriated since this program is scored as a negative subsidy. An increased program level will ensure not only that cooperatives are able to continue investing in system improvements while keeping rates affordable in rural America, but also help sustain REDLG in the future.

I appreciate your consideration of these requests.

Sincerely,



OFFICE OF
WOODBURY COUNTY RURAL ECONOMIC DEVELOPMENT

620 DOUGLAS STREET – SIOUX CITY, IA 51101

David Gleiser • Director • dgleiser@woodburycountyia.gov

Telephone (712) 279-6609

Fax (712) 279-6530

March 22nd, 2016

The Honorable Senator Chuck Grassley
135 Hart Senate Office Building
Washington, DC 20510

Dear Senator Grassley:

I am writing to voice my support for increased funding levels for two very important programs at the USDA Rural Utilities Services—the Rural Economic Development Loan and Grant Program (REDLG) and the Guaranteed Underwriter Program (GUP).

Through the REDLG program, electric and telephone cooperatives can secure zero-interest loans or receive grants to create revolving loan funds which allow the cooperatives to make loans to businesses for projects that will create and retain employment in rural areas. This program fosters area economic growth, leverages substantial private investment and also augments the infrastructure of electric and telephone cooperatives.

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This RLF is a local funding source with a goal of providing low interest loans to assist with local economic and community development projects. Their priorities include job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

Over the last several years, additional entities were authorized to utilize the REDLG program and demand for funds has significantly outpaced availability. Since recent funding levels for REDLG have been inadequate to meet the demand, I would like to request your support for REDLG program funding at the full amount of \$85 million recommended in this year's administration budget.

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I appreciate your consideration of these requests.

Sincerely,

David Gleiser



OFFICE OF
WOODBURY COUNTY RURAL ECONOMIC DEVELOPMENT

620 DOUGLAS STREET – SIOUX CITY, IA 51101

David Gleiser • Director • dgleiser@woodburycountyia.gov

Telephone (712) 279-6609

Fax (712) 279-6530

March 22nd, 2016

The Honorable Senator Joni Ernst
111 Russell Senate Office Building
Washington, DC 20510

Dear Senator Ernst:

I am writing to voice my support for increased funding levels for two very important programs at the USDA Rural Utilities Services—the Rural Economic Development Loan and Grant Program (REDLG) and the Guaranteed Underwriter Program (GUP).

Through the REDLG program, electric and telephone cooperatives can secure zero-interest loans or receive grants to create revolving loan funds which allow the cooperatives to make loans to businesses for projects that will create and retain employment in rural areas. This program fosters area economic growth, leverages substantial private investment and also augments the infrastructure of electric and telephone cooperatives.

The REDLG program is very important for rural Woodbury County, Iowa. Woodbury County Rural Electric Cooperative recently applied for and won a REDLG grant to establish a Community/Economic Development Revolving Loan Fund (RLF). The fund's main purpose is to improve the quality of life in rural areas by contributing to long-term improvements in the local economy.

This RLF is a local funding source with a goal of providing low interest loans to assist with local economic and community development projects. Their priorities include job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

Over the last several years, additional entities were authorized to utilize the REDLG program and demand for funds has significantly outpaced availability. Since recent funding levels for REDLG have been inadequate to meet the demand, I would like to request your support for REDLG program funding at the full amount of \$85 million recommended in this year's administration budget.

One very important source of funding for the REDLG program is the fees paid by cooperative lenders, through the GUP. The GUP provides a reliable source of low-cost capital to help cooperative lenders maintain a balanced portfolio to provide loans to rural cooperatives and strengthens the ability to raise additional funds in the private capital markets.

I am very appreciative of Congress setting a program level of \$750 million for GUP in the current year. Taking into account additional demands for the program, I respectfully request an increase in GUP to \$1 billion; this would require no additional funds be appropriated since this program is scored as a negative subsidy. An increased program level will ensure not only that cooperatives are able to continue investing in system improvements while keeping rates affordable in rural America, but also help sustain REDLG in the future.

I appreciate your consideration of these requests.

Sincerely,

A handwritten signature in blue ink that reads "David Gleiser".

2016 USDA Rural Economic Development Loan and Grant (REDLG) Applications

ISSUE

Woodbury County Rural Electric Cooperative (REC) is submitting 2 applications for the 2016 USDA Rural Economic Development Loan and Grant (REDLG) funding opportunity. Both applications are for the expansion of the Char-Mac Assisted Living Facility in Lawton, Iowa, to provide services for our ever growing elderly population. This project proposes to build 31 memory care units and create 14.75 full-time equivalent jobs for the local community. The projected cost of this expansion project is approximately \$4.3 Million.

Woodbury County REC will submit 2 requests for funding from the REDLG program:

- \$300,000 request to enhance their local Community/Economic Development Revolving Loan Fund (RLF); and
- \$1 Million request for a "Pass-Through" loan.

REQUEST

We respectfully request the support of Woodbury County REC's REDLG applications (\$300,000 RLF, and \$1 Million Pass-Through Loan).

BACKGROUND

The REDLG program is very important for rural Woodbury County, Iowa. In 2015, Woodbury County REC applied for and won its first REDLG grant (\$158,000) to establish a local Community/Economic Development RLF. This RLF is a vital local funding source with a goal of providing low interest loans to assist with local economic and community development projects. Their priorities include job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

With their first REDLG grant of \$158,000 Woodbury County REC provided a local match of \$32,000 and loaned all of the funds to the City of Bronson to build a new City Hall and Community Center. Bronson is a small rural town in Woodbury County with 300 residents. Bronson's old City Hall was a former grain storage building the size of a single car garage and could only sit 6-8 people comfortably. The new facility can now hold meetings for up to 50 people and hold offices for the City, Township Boards, as well as Fire & Rescue organizations, and is fully equipped with new audio and video equipment.

With their current request of \$300,000 Woodbury REC will provide a local match of \$60,000 and loan all of the funds to Char-Mac through its local Community/Economic Development RLF, just as they did with Bronson. Their separate request for \$1 Million will be "passed through" Woodbury REC and loaned to Char-Mac for its \$4.3 Million expansion project.

AUTHOR

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

2016 USDA Rural Business Development Grant (RBDG) Application

ISSUE

Woodbury County is applying for the 2016 USDA Rural Business Development Grant. The application deadline for funding offered through USDA Rural Development's 2016 Rural Business Development Grant program to support targeted technical assistance and training to develop or expand small and emerging private businesses in rural communities or areas is Wednesday, June 1st. Last year six projects supporting rural Iowa received funding through this nationally competitive program. Entities and organizations including communities, state agencies, nonprofit corporations, rural cooperatives, higher learning institutions, rural cooperatives and federally recognized tribes are eligible to apply for program funding.

REQUEST

We respectfully request the support of our application for the Rural Business Development Grant.

BACKGROUND

Grant funds may be used for such activities as project planning, business counseling/training, technical assistance, market research, feasibility studies, professional and technical reports or product/service improvements. They may also be used to help acquire or develop land, construct or renovate buildings, establish revolving loans funds, community economic development planning, establish rural business incubators and leadership and entrepreneur training.

Applications will be evaluated on such criteria as evidence showing job creation to occur with local businesses, economic need in the area to be served, and consistency with local economic development priorities.

The project we're requesting funding for seeks to provide rural cities in Woodbury County with long-range comprehensive plans. Currently, 11 of our 14 rural cities do not have a comprehensive plan. These plans will create a framework for the development of future public policy, particularly in the area of future land use, infrastructure, and economic development. Cumulatively, these plans will serve as an asset map for Woodbury County which will be used for strategic planning as it relates to economic development opportunities.

AUTHOR

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

FEMA Flood Plain Map Revisions

ISSUE

Woodbury County's current flood mapping resulted from a FEMA sponsored study over 2008-2011 timeframe resulting in mapping enacted in Sept. 2011. During the study period and thereafter more current and detailed mapping elevation data has been gathered by the Iowa Dept. of Natural Resources (IDNR).

In late 2010 Woodbury County hired Snyder and Associates resulting in separate Approximate Flood Plain Studies for the Browns Lake and Farmers/Garretson Ditch areas of the county. Those studies used the better IDNR data. Unfortunately even though the Snyder studies were provided before mapping enactment, FEMA would not accept the studies citing the facts FEMA's contracts for the hydrology study of our county had already been let. FEMA held their ground even after reconsideration efforts were made by our federal elected officials.

REQUEST

That FEMA reevaluate Woodbury County's floodplain mapping and/or accept our existing studies to allow a Letter of Map Amendment (LOMR) request. Those areas in question include portions or all of 8 floodplain map panels. The re-study would be valuable toward potentially offering certain county property owners relief from the 100 year flood plain designation resulting in the aforementioned benefits.

BACKGROUND

In 2014 Woodbury County engaged FEMA, IDNR, and federal elected officials on the subject of reevaluating portions of the county's flood plain mapping, specifically for the Browns Lake and Farmers/Garretson Ditch areas of the county. The offices of Congressman Steve King, and Senators Tom Harkin and Chuck Grassley were presented with information specific to this issue during the Annual Siouxland Chamber of Commerce's Washington D.C. Conference. Upon returning home from this event, Bob Franke of DHS / FEMA Region VII / Risk Analysis Branch contacted Woodbury County and stated that based on the information presented in the report, the information does appear to be sufficient to support a Letter of Map Revision (LOMR) request (see attached email). This information was then forwarded to Bill Cappuccio of IDNR, who then provided Woodbury County with additional information about potential next steps and anticipated costs (see attached email). The most current developments of this issue include a recent conference call with Woodbury County Officials and IDNR to discuss the potential of FEMA reevaluating our flood plain mapping. During this call IDNR stated that FEMA has announced plans to reevaluate portions of Iowa's flood plain mapping, and that Woodbury County was identified as one of the jurisdictions they intend to work on.

AUTHORS

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

John Pylelo, Director
Office of Planning and Zoning
Woodbury County, Iowa
jpylelo@woodburycountyiowa.gov
(712) 279-6609

>>> "Franke, Bob" <Bob.Franke@fema.dhs.gov> 6/18/2014 4:13 PM >>>

Hi David,

I apologize for the tardiness of this response. I did want to let you know that I reviewed the reports for Farmer's/Garretson Ditch and Brown's Lake prepared by Snyder & Associates.

Based on the information presented in the report, the information does appear to be sufficient to support a Letter of Map Revision (LOMR) request. The data will need to be submitted to FEMA for technical review and determination. If the data meets the technical criteria for a map revision then the Flood Insurance Rate Map (FIRM) could be revised. The revision would be in one of two formats; a LOMR determination document with annotated map panels, or as a Physical Map Revision (PMR).

Because the study data applies to portions of 13 FIRM panels, I believe the request would need to be processed as a PMR. For a PMR FEMA would prepare revised FIRM panels, distribute for comment and appeal periods, and then adopted by the communities. The decision to process the revision request would be made once FEMA completes a technical review of the data.

To request a LOMR, the MT-2 application package should be completed. A local entity will need to bear the expense to have the forms completed and the data prepared for submittal. FEMA's reviewers may develop questions during the technical review, and these would need to be resolved before FEMA will issue a determination.

The MT-2 application forms and instructions for a LOMR may be obtained from FEMA's web page - <http://www.fema.gov/media-library/assets/documents/1343?id=1493>. There may be a fee involved with FEMA's review of the data, but this request may be exempt from fees. Information concerning fees is available from this web page - <http://www.fema.gov/forms-documents-and-software/flood-map-related-fees>.

I noted there may be 30-40 Letters of Map Amendment (LOMA) in the area. The data prepared by Snyder & Associates may be used to support additional LOMA request for individual structures. If this process is of interest let me know and I'll describe how the data may be used.

Please contact me if you have questions.

Bob Franke

DHS / FEMA Region VII / Risk Analysis Branch
Voice: 816.283.7073 Cell: 816.806.8403 e-mail: bob.franke@fema.dhs.gov

>>> "Cappuccio, Bill [DNR]" <Bill.Cappuccio@dnr.iowa.gov> 6/19/2014 6:25 PM >>>

David,

Well this is definitely great news and a big surprise! Believe it or not, we approached FEMA about doing a LOMR for this area when the Snyder study was originally completed and were told at that time that they couldn't do it because it involved too many panels and would require a physical map revision (PMR). So, I guess this is one more example that reinforces the adage "the only thing that is constant is change".

When we last spoke, we were trying to get FEMA to consider using the Snyder data as the "match" for a project to remap the area funded by FEMA's "cash match" program. But, we ran into a few problems. First, there are a number of levees within the area. And, at that time, FEMA hadn't published the final version of its procedures for dealing with de-accredited levees. So, the Region was concerned that any project it started for that area would be stalled waiting for that guidance to be published (it was finally published last July). But, even if that issue had been resolved, it turns out the Region didn't receive any funding for cash-match projects that year (nor any since).

The DNR does have money that it uses for floodplain mapping projects. However, that money was received as a supplemental CDBG grant from money that was available after the 2008 flood and can only be used in those 85 counties that were part of the 2008 declaration. Unfortunately, Woodbury County is one of the 14 Iowa counties that were not part of that declaration. Because of this, we cannot use that funding for floodplain mapping projects there.

Looking at Bob Franke's email, he referenced several items associated with a LOMR submittal that might result in expense to the community:

- Completion of the MT-2 forms needed to request the LOMR,
- Preparing the study data for submittal, and
- A FEMA review fee

I would assume that the cost for completing the first 2 items on that list would be small compared to the cost of doing the original study. As for the FEMA review fee, I believe that is typically ~\$5000. However, as Bob indicated, this particular project might be exempt.

If you think it would be helpful, we could schedule a conference call with Bob Franke to discuss some of the details of the process.

Let me know if you have additional questions,

BILL CAPPUCCIO



Iowa Department of Natural Resources
P 515.281.8942 | F 515.281.8895 | Bill.Cappuccio@dnr.iowa.gov
502 East 9th Street | Des Moines, IA 50319

WWW.IOWADNR.GOV   

Leading Iowans in Caring for Our Natural Resources.

>>> "Cappuccio, Bill [DNR]" <Bill.Cappuccio@dnr.iowa.gov> 3/15/2016 9:38 AM >>>

John,

I sent an email to Scott Ralston of our FP Mapping Program asking if he could give us a ballpark estimate of the cost for a Physical Map Revision (PMR) for the 11 FIRM panels affected by the Snyder data. Scott's going to be out most of the week. So, I may not have an answer for you until next week.

I'll let you know when I have more information.

BILL CAPPUCCIO
Iowa Department of Natural Resources
P 515.725-8342 | F 515.725-8202 | Bill.Cappuccio@dnr.iowa.gov
502 East 9th Street | Des Moines, IA 50319
www.IOWADNR.GOV
Leading Iowans in Caring for Our Natural Resources.

Medicaid for Incarcerated Individuals

ISSUE

Medicaid can help meet the unique needs of youth and adults involved in the juvenile justice and criminal justice systems. These individuals often have significant and sometimes costly health needs, in part because they are predominately a low-income population and may not have received regular or continuous medical care. Medicaid will not cover the cost of care for incarcerated individuals, except for care received as an inpatient in a hospital or other medical institution. This policy applies to both adults in jails or prisons as well as to youth involuntarily detained in a state or local juvenile facility. Federal regulations do not require states to terminate Medicaid enrollment of those who become inmates of a public institution; rather, states have the option to suspend eligibility. Given these broad federal rules, states have flexibility to make policy choices related to eligibility and enrollment of incarcerated individuals. In Iowa, Medicaid is suspended for incarcerated youth and adults. Additionally, Iowa's policies acknowledge that individuals who are incarcerated may receive Medicaid coverage for inpatient services, and outlines the process for accessing federal reimbursement for these services. In Woodbury County, Iowa, the majority of incarcerated individuals held in juvenile detention and jail are Medicaid-eligible. When these individuals are incarcerated most of their medical costs are absorbed by the county including the costs for prescriptions unless the individual has private insurance, which is rare.

REQUEST

We respectfully request equality in access and funding for health care and, therefore, recommend that Medicaid be allowed to cover all costs of care for incarcerated individuals. We support pre-release insurance application/enrollment and pre-release coordination to ensure post-release continuity of care.

BACKGROUND

Until 1984, federal regulations allowed correctional institutions to bill for health services provided to incarcerated individuals who were eligible for Medicaid for the month of their arrest and the month of their discharge. After 1984, the regulations disallowed any federal reimbursement for health services to incarcerated individuals. This action shifted the responsibility for financing needed health care entirely to local governments (e.g., states, counties, cities) and, due to a reduction in federal funding, often results in inequities in the quality of care available to these individuals. Medicaid is a tremendous resource for individuals involved with the juvenile justice and criminal justice systems, as these individuals are often times the most vulnerable people in society. Not paying for the medical care of Medicaid-eligible individuals while they are incarcerated due to the federal inmate exclusion policy is a punitive policy that burdens local governments and is counterproductive to the purpose of providing assistance to the population that the program was designed to support.

AUTHOR

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

Mark Olsen, Director
Juvenile Detention
Woodbury County, Iowa
molsen@woodburycountyiowa.gov
(712) 279-6622

Renewable Fuel Standard

ISSUE

Renewable fuel gives Americans choices: the choice to use a lower-cost, domestic and clean fuel, and the choice to escape the control that the oil industry has over our wallets. Renewable fuel is making a critical difference for our economy, for our environment, and for all Americans. In uncertain times, renewable fuel is a strong and reliable catalyst for growth, creating jobs while promoting a cleaner environment. However, in 2015 the EPA's final decision for RFS volume obligation levels failed to follow the renewable volume levels set by Congress. This process has negatively impacted Iowa families through reduced commodity prices, farm incomes, and farmland values. The EPA's decision only marginally improves volume levels in a step that will hurt Iowa families, businesses, and farmers.

REQUEST

We respectfully request the support of policy that includes:

- Increasing the use of renewable fuels;
- Achieving the highest renewable fuel standard possible; and
- Removing obstacles that prevent the increased usage of higher renewable fuels blends in the marketplace.

BACKGROUND

In 2015, the EPA's final decision failed to follow the renewable volume levels set by Congress. The decision shows the lack of interest in providing consumers choice at the pump, creating jobs and increasing incomes in Rural America, and reducing our dependence on foreign oil. This rule falls far too short of a robust RFS and short of the standards set by Congress. The State of Iowa has supported both the production and use of biofuels, including renewable fuel infrastructure development through the Fueling Our Future Program and the Renewable Fuels Infrastructure Program, to ensure that consumers have true choices at the pump.

AUTHOR

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

Potential Request for Federal Aid (New Interchange on Interstate-29)

ISSUE

Local officials have recognized a need for an additional interchange on Interstate-29 south of the Sioux City Airport. A proposed project to construct a new interchange on Interstate-29 between mile markers 135 and 140 has been listed in the Siouxland Interstate Metropolitan Planning Council (SIMPCO) Metropolitan Planning Organization (MPO) Long Range Transportation plan since 2005. The new interchange is needed to handle growing traffic near the Southbridge Business Park, which is south of the Sioux Gateway Airport, as well as the Port Neal Industrial area. Current estimates put the cost of a new interchange and connecting roads at \$20-25 million.

REQUEST

We have no formal request at this time other than to make you aware of the project and of the potential request for federal aid sometime in the near future (2-3 years).

BACKGROUND

Federal Highway Administration (FHWA) requires that an Interchange Justification Report (IJR) be prepared before consideration of a new interchange. Iowa DOT has entered into an agreement with the cities of Sioux City, Sergeant Bluff and Salix, Woodbury County, and the Siouxland Initiative to share cost of the IJR study. The in depth study will provide estimated traffic counts at the new interchange, will review the new interchange's impact on traffic at existing interchanges, will study existing and future land use, identify any environmental or historic issues, and develop preliminary designs for the location of highway connections to the existing road system. The interchange study is budgeted to cost approximately \$600,000

Assuming the IJR project to demonstrate the need for the new interchange and identifies the location for the project, future funding will be needed for construction of the interchange and roads to connect the interchange to the existing road system. It is anticipated that a combination of local, state, and federal funds will be required to complete the project.

Authors

David Gleiser, Director
Office of Rural Economic Development
Woodbury County, Iowa
dgleiser@woodburycountyiowa.gov
(712) 279-6609

Mark Nahra, County Engineer
Secondary Roads
Woodbury County, Iowa
mnahra@woodburycountyiowa.gov
(712) 873-3215

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: April 19, 2016

For the April 19, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Secondary Roads Temporary Equipment Operators (2), Separation.
- 2) County Treasurer Percentage Deputy, Retirement.
- 3) Secondary Roads District Foreman, Wage Plan Matrix Salary Increase.

A handwritten signature in black ink, appearing to read "Ed Gilliland". The signature is written in a cursive, flowing style.

Thank you

#106

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: 4-14-16

Weekly Agenda Date: 4-19-16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland/Gary Brown

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

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Woodbury County Emergency Services is requesting the Board of Supervisors authorization and approval to hire one full-time Operational Officer. Please see attached position description.

BACKGROUND:

FINANCIAL IMPACT: Already budgeted for in the FY 16/17 Budget Process.

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

Yes No

There is a job description to review.

RECOMMENDATION: Approve Authorization along with the job description.

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

Approved by Board of Supervisors April 5, 2016.

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: April 19, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Emergency Services	F/T Operations Officer	Wage Plan Matrix: \$13.90- \$15.83/hour FY 16/17 Wage		
	*Please see attached memo.			

Chairman, Board of Supervisors



121 Deer Run Trail/Climbing Hill, IA 51015/712-876-22126-2212

MEMO

Date: April 4th, 2016

To: Woodbury County Board of Supervisors

From: Gary Brown, Director

Subject: Requesting the Board of Supervisors Authorization & Approval to Hire One Full-Time Operational Officer

Woodbury County Emergency Services is requesting the Woodbury County Board of Supervisor's authorization and approval to coordinate with the Woodbury County Human Resources Department to hire one Full-time Operational Officer to fill the position of current Full-time Operational Officer effective July 1, 2016.

The new hire would need to have all the credentials to work within the State of Iowa as a Paramedic and successfully complete all of the hiring policies of Woodbury County.

**WOODBURY COUNTY
POSITION DESCRIPTION**

Name: _____ **Department:** County Emergency Services
Title: Full Time County Emergency Services Operational Officer **FLSA Designation:** Non-Exempt/Hourly
Effective Date: April 2016 **Reports to:** County Emergency Services Director

Purpose:

Primary work is of a nature requiring medical, fire, technical and administrative skills in the operations and oversight of the diverse landscape of emergency planning, emergency training, emergency response and emergency recovery programs for the County. Organizes, coordinates and maintains on-site equipment and preparedness duties of County Emergency Services and systems. Employee exercises independent judgment and discretion in decision making in providing emergency services to navigate through the planning, response, rescue and recovery phases of all systems under the direct authority of County Emergency Services Director.

Essential Functions and Responsibilities:

The following duties are typical for this position. These are not to be construed as exclusive or all inclusive.

Other duties may be required and assigned.

- Responds to emergencies as an emergency responder where there is or may be a medical emergency, emergency due to fire, an emergency incident or accident both man-made and natural, as well as environmental disaster events such as; severe weather related emergencies, flooding and others
- Responsible for maintaining operational Emergency Services facilities readiness 24 hours a day, seven days a week inclusive of equipment, grounds and communications
- Coordinates and performs daily operational services of the Emergency Services facility and systems
- Assist the Director in coordination of all phases of emergency response to major emergencies or disasters
- Plans and provides emergency services education for both the general public and private entities including groups and individuals
- Participates in meetings on emergency services matters by sharing information, job related experiences and responding to job related questions
- Assist in interpretation and implementation of policies and plans among local and state emergency departments and emergency responders
- Assist in the preparation of both long and short-range emergency plans of the County systems
- Assist in the development of volunteer resources in support of emergency services response and all emergency phases. Monitors weather conditions
- Completes all necessary and required paperwork and reports on emergency and/or disaster incidents
- Have the ability to exercise good judgment in evaluating situations and making decisions
- Responsible for supervising other assigned department personnel, paid and volunteer, including training, instruction, assigning and checking work, motivation, enforcing discipline and performance evaluation
- Responsible for catching and confining stray animals
- Acts as liaison and counsels with other departments, agencies and organizations
- Participates in disaster services and emergency planning workshops and conferences at local/ state/regional level
- Attendance is required

Non-Essential Functions and Responsibilities:

- Performs routine administrative and clerical work
- Performs a variety of other duties relative to the scope of designated responsibility under the direction of the County Emergency Services Director

Minimum Education and Experience Required to Perform Essential Functions:

Minimum Education and Experience Required Performing Essential Functions:

- Have and maintain an emergency medical license valid within Iowa; at a minimum level of skills no less than;
Emergency Medical Technician-Intermediate (EMT-I)
 - Advanced Emergency Medical Technician (AEMT)
 - Iowa Paramedic Specialist (PS)
 - Paramedic (P)
- Have and maintain all other required certifications and trainings that are required by the Emergency Services Department, the medical director and the Iowa Department of Public Health (IDPH) and continuously monitor these requirements and guidelines as they are subject to change.
- Have and maintain all other required certifications of Iowa Firefighters Association and/or Emergency Services Department
- Graduation from high school or GED equivalent

Minimum Education and Experience Required Performing Essential Functions: (cont.)

- Must have knowledge of the communication systems, frequency and equipment capabilities
- Ability to exercise tact, discretion, and confidentiality
- Ability to coordinate and work with multiple issues
- Must be able to work on a 24 hour 7 day a week work schedule
- Ability to express oneself clearly and concisely, both orally and in writing
- Ability to establish and maintain an effective working relationship with other employees, public officials, and the general public
- Ability to prepare accurate reports
- Ability to follow directions and assist in writing plans and direct the use of resources
- Assist in coordinating emergency services response under extraordinary circumstances
- Ability to exercise good judgment in evaluating situations and making decisions
- Ability to instruct and train other Emergency Services staff, volunteers and general public is helpful
- Ability to become familiar with state and federal laws concerning civil defense operations
- Physical ability to lift 50-85 pounds
- Possession of an appropriate valid driver's license and insurance
- Able to successfully pass: physical examination, back screen, vision, hearing screen/test, DOT drug screen and background check

Mental and Physical Competencies Required to Perform Essential Functions:**Language Ability**

Ability to read and interpret documents such as safety rules, operating, and maintenance instructions, and procedure manuals and/or Iowa or County systems. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the County in clearly spoken English. Ability to communicate Woodbury County policies to managerial and non-managerial groups in person and in writing. Ability to read and understand legal descriptions, policies, and procedures. Able by voice communications to express or exchange ideas by means of the spoken word in clearly spoken English

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw or interpret. Knowledge of basic bookkeeping principles. Knowledge of legislative requirements related to County systems. Knowledge of County principles and procedures.

Behavior Skills

Ability to begin work at the starting time without tardiness, absenteeism, or leaving work early without authorization or for good reason. Conduct or appearance in good keeping with a professional image and/or position of the County. Ability to read and understand the Work Rules of the County such as Bullying will not be tolerated, theft and dishonesty will not be tolerated, and disobedience, insubordination, or refusal to comply with reasonable instructions of authorized supervision will not be tolerated. Ability to cope with numerous time sensitive requests from County offices. Attendance is required

Reasoning Ability

Ability to apply common sense understanding to carry out simple one or two stage instructions. Ability to deal with standardized situations with only occasional or no variables. Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

Cognitive Demands

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Ability to set priorities regarding assignments and follow through to completion; ability to establish and maintain effective working relationships with associates and the general public by means of clearly spoken English.

Equipment Used

Possess knowledge of general office equipment and procedures, computer, typewriter, printers, calculator (10 key), copier, mail process machine and including ability to type rapidly and accurate proofreading. Possess knowledge of anything relating to County Conservation system and any knowledge of Law Enforcement. Physical ability to work with hands, to stand for extended periods, to perform routine heavy manual labor routine (50 to 85 pounds of dead lifting and to walk stairs carrying 50 pounds) and operation of motor vehicles and equipment

Physical Demands

Typical environment involving sitting, walking, occasional bending, lifting and carrying objects and negligible amount of force frequently or constantly to move objects up to 50-85 pounds. Horizontal and vertical reaching motion is required. Aptitudes required are those typically associated with operations related to County systems, numerical and Horizontal and vertical reaching motion is required. Aptitudes required are those typically associated with operations related to County Emergency Services systems, numerical and forms perceptions, clarity of vision 20" or less to view computer screens and for preparing and analyzing written data and to determining the accuracy and thoroughness of work and observing general surrounds and activities, legal documents and cards; eye/hand/foot coordination, hand and finger dexterity, motor coordination, grasping and repetitive motions, hearing to perceive information at normal spoken word levels and conversation skills for expressing or exchanging ideas by means of the spoken word in clearly spoken English. The worker is subject to inside and outside environmental conditions, atmospheric conditions, travel hazards or hazards encountered while conducting investigations.

Environmental Adaptability

Work is performed in all environments and has exposure to all environmental issues. The employee is subject to adverse environmental conditions.

Special Requirements

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. Possession of an appropriate valid driver's license and insurance. Must have Emergency Medical Technician-Advanced or Paramedic and CPR Certification are required. Candidate for hire must successfully pass: physical examination, back screen, vision, hearing screen/test, DOT drug screen and background check successfully pass a background check prior to employment. The use of clearly spoken English for the skills and purposes of this job. Attendance is required

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements, and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the performed duties as directed by the Employer and or Department Head. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I understand that my attendance is required. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

Employee's Signature

Date

Department Head

Date

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.

#10C

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 04-14-16

Weekly Agenda Date: 4-19-16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM: Approval of Retiree Request to Remain on County Health & Dental Insurance Plans

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY: Attached please find a letter from Debra Kobold with the Treasurer's Office. Ms. Kobold will be retiring effective 4-22-16. She is requesting Board Approval to have the Under 65 Retiree Health & Dental Insurance Plans for herself, at her own expense.

BACKGROUND:

FINANCIAL IMPACT: Retiree pays premiums.

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to Approve Retiree Request to Remain on County Health & Dental Insurance Plans.

Approved by Board of Supervisors April 5, 2016.

WOODBURY CO.
HUMAN RESOURCES DEPT.

DEBRA R. KOBOLD
33299 479TH AVE.
JEFFERSON, SD 57038

'16 APR -5 AIO :40

04-04-2016

DEBRA R. KOBOLD
DEPUTY, CASHIER
WOODBURY COUNTY TREASURER'S OFFICE
620 DOUGLAS ST
SIOUX CITY, IA 51101

DEAR MR. ED GILLILAND:

I AM WRITING TO ANNOUNCE MY RETIREMENT FROM WOODBURY COUNTY, EFFECTIVE APRIL 22, 2016.
I AM ALSO REQUESTING THAT I CAN STAY ON THE WOODBURY COUNTY'S HEALTH AND DENTAL
INSURANCE FOR MYSELF ONLY.



DEBRA R. KOBOLD

#10d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: 4-14-16

Weekly Agenda Date: 4-19-16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM: Nepotism Policy, Discussion and Action

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY: The Nepotism Policy was presented at the 4-5-16 board meeting and we are bringing this policy back to the board with one requested revision to add the following statement: "if neither one will resign, both shall be terminated". We are also requesting this Nepotism Policy replace the current policy in the Employee Handbook.

BACKGROUND:

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Please move to approve the Nepotism Policy.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve the Nepotism Policy.

Approved by Board of Supervisors April 5, 2016.

#16e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: <u>Ed Gilliland</u>		
WORDING FOR AGENDA ITEM: Express Scripts Audit, Informational		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input checked="" type="checkbox"/>	Attachments <input type="checkbox"/>

EXECUTIVE SUMMARY: Woodbury County contracted with Express Scripts and then with Express Scripts through the Gallagher Coalition.

One of the provisions enacted called for an audit of Rx Claims to ensure proper pricing was applied to all prescriptions. The audit turned up many prescriptions that were not discounted appropriately.

BACKGROUND: This type of financial audit is common, but is usually reserved for only the largest clients. This was negotiated into the Gallagher Public Body Coalition contract.

FINANCIAL IMPACT: \$19,200 refund of overpayment.

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

Yes No

RECOMMENDATION: Check has been deposited using the same code as we do for prescription rebates.

ACTION REQUIRED / PROPOSED MOTION: Information Only

NEPOTISM POLICY FOR WOODBURY COUNTY
THE FOLLOWING EMPLOYMENT RULES AND REGULATIONS SHALL APPLY

Approved by the Board of Supervisors 04/19/2016

Reviewed/ Revised by the Board of Supervisors 04/19/2017-when applicable

The County Board of Supervisors (Board) finds that a nepotism policy assures that employees are hired and/or promoted on the basis of their qualifications and fitness for the department and for the good of the public service.

Elected officials are required to follow State law, not restricted to the County nepotism policy.

No hiring authority may appoint or vote for the appointment as a regular, paid-on-call, temporary, or seasonal employee when any of the following conditions exist:

- When one member of the immediate family is already employed in the department to which another member of the immediate family is seeking employment; or
- When an employee seeking a promotion or transfer through in-house posting of job openings would result in a supervisory relationship between immediate family members; or
- When an applicant's immediate family member is employed by the County in a position that is classified as confidential.

Any such appointment may be voided by the Board if not done voluntarily by the hiring department.

If a family relationship is created by the marriage or cohabitation of County employees or in the event of an immediate family member becoming an elected official working in the same department, the two employees will be given the option of deciding who will transfer or be reassigned if possible. If it is not possible for one to transfer or to be reassigned the two employees may decide which one shall resign within 90 days of the occurrence or face immediate termination; if neither one will resign, both shall be terminated. If a family relationship is created by marriage between an employee and a non-employee, the employee who became married must transfer or take reassignment, if possible, or terminate employment within 90 days.

For the purpose of this policy the term "immediate family member" means any of the following: spouse (husband or wife), domestic partners, cohabitating couples, child and/or step-child (son or daughter), parent (mother or father), step-parent, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, grandparent, aunt, uncle, niece, nephew, cousin, and any permanent member of the immediate family.

- The policy is not applicable when an employee is to be paid wages or salary of less than six hundred dollars per year.
- This policy is not applicable to County Civil Service Employees.
- Any further exceptions to this would require prior Board approval.

Employees employed prior to the date of adoption of this policy amendment who are affected by this policy may continue their employment and shall have the right to seek transfers, promotions and, where applicable, change the status of their existing employment to full-time. This policy shall not restrict an employee's right to transfer or seek promotion within the County to the extent such actions does not further violate this policy.

Any County policies conflicting with the provisions of this policy are hereby repealed to the extent of such conflict.

Effective Date: _____ Board of Supervisors Chairperson: _____



Ed Gilliland
Director of Human Resources
Woodbury County
620 Douglas Street
Sioux City, IA 51101

Re: Gallagher Benefit Services Rx Coalition audit result 2013

Ed,

Participation in the GBS Rx Coalition includes an annual electronic audit of 100% of the claims processed by Express Scripts, Inc. (ESI). Truven Health Analytics Inc., the pharmacy consultant attached to the GBS Rx Coalition has completed the audit for 2013 (1/1/13-12/31/13).

This audit period resulted in a refund back to the Coalition of \$383,827.51, which is split between clients based proportionally on Rx spend during the period. Woodbury County audit refund check is in the amount of \$19,282.66.

Please let me know if you have any questions.

Regards,

Dutch Ross
Area Assistant Vice President
Gallagher Benefit Services

Cc: Erin Farmer, GBS Denver

Express Scripts Inc.
1 Express Way

Saint Louis 63121-1824 MO

269442 GREENWOOD VILLA CHECK NO.
800-332-5455 500027381

OUR REFERENCE #	YOUR INVOICE #	INVOICE DATE	DESCRIPTION	INVOICE AMOUNT	DISCOUNT TAKEN	NET CHECK AMOUNT
	030416	03.04.16		19282.66	0.00	19282.66

EPSFNCKU02 (09/04) 19282.66

WARNING: Original document has an artificial watermark on reverse side, microline printing on border, and a void pantograph. Please endorse check on back.

Express Scripts, Inc.
One Express Way
St Louis, MO 63121

BANK OF AMERICA
Hartford, CT


CHECK NO.
500027381

DATE
03.09.16

AMOUNT
\$ *****19,282.66

PAY NINETEEN THOUSAND TWO HUNDRED EIGHTY TWO DOLLARS AND
66 CENTS ONLY

TO THE ORDER OF WOODBURY COUNTY GOVT
GALLAGHER BENEFIT SERVICES
6399 SOUTH FIDDLER'S GREEN CIRCLE - STE 200
GREENWOOD VILLAGE CO US 80111


AUTHORIZED SIGNATURE

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I

#11a

Date: 04/04/2016

Weekly Agenda Date: 04/19/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Pat Gill, County Auditor/Recorder/Commissioner of Elections

WORDING FOR AGENDA ITEM: Receive appointment of an Oto Township Trustee

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Receive appointment of an Oto Township Trustee

Approved by Board of Supervisors April 5, 2016.

WOODBURY COUNTY
SIOUX CITY, IOWA 51101

Office of Commissioner of Elections

620 DOUGLAS ST., ROOM 103



Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
pgill@woodburycountyiowa.gov

Steve Hofmeyer
Deputy Commissioner
Phone 712-279-6465
Fax 712-279-6629
shofmeyer@woodburycountyiowa.gov

To: Board of Supervisors

From: Patrick F. Gill,  Auditor/Recorder & Commissioner of Elections

Date: April 1, 2016

Re: Oto Township Trustee Appointment

Please receive the appointment of Alan Weber, 3983 Danbury Black Top, Mapleton, Iowa, as Trustee for Oto Township, to fill the office previously held by James Pierick, until the next regular election. The appointment was made on March 22, 2016.

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: Oto Township School/City/Township/
Clerk Joseph L. O'Donnell Extension/Soil & Water
3-22-16 Secretary/Clerk
Date

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular/general election:

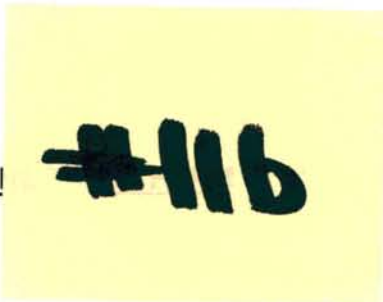
For the office of Trustee
Name Alan Weber
Address 3983 Danbury Blacktop
City/Zip Mapleton, Ia 51034

This appointment is to fill the office previously held by:

James Pierick
(Name of previous official)

PATRICK F. GILL
WOODBURY COUNTY
2016 MAR 31 AM 10 24
AUDITOR RECORDER
COM. OF ELECTIONS

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I



Date: 04/04/2016

Weekly Agenda Date: 04/19/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Pat Gill, County Auditor/Recorder/Commissioner of Elections

WORDING FOR AGENDA ITEM: Receive appointment of Woodbury Township Clerk

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"/>

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Receive appointment of Woodbury Township Clerk

Approved by Board of Supervisors April 5, 2016.

WOODBURY COUNTY
SIOUX CITY, IOWA 51101

Office of Commissioner of Elections


620 DOUGLAS ST., ROOM 103



Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
pgill@woodburycountyiowa.gov

Steve Hofmeyer
Deputy Commissioner
Phone 712-279-6465
Fax 712-279-6629
shofmeyer@woodburycountyiowa.gov

To: Board of Supervisors

From: Patrick F. Gill,  Auditor/Recorder & Commissioner of Elections

Date: April 6, 2016

Re: Woodbury Township Clerk Appointment

Please receive the appointment of Judy Monson, 300 3rd Street, Sergeant Bluff, Iowa, as Clerk for Woodbury Township, to fill the office previously held by Casey Lee, until the next regular election. The appointment was made on April 1, 2016.

NOTICE OF APPOINTMENT TO FILL A VACANCY

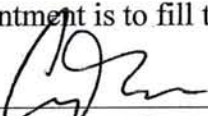
TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: Woodbury Township School/City/Township/
Casey Lee Extension/Soil & Water
1 Apr 2016 Secretary/Clerk
Date

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular/general election:

For the office of Woodbury Township Clerk
Name Judy Monson
Address 300 3rd
City/Zip Sgt. Bluff, Iowa 51054

This appointment is to fill the office previously held by:


(Name of previous official)

PATRICK F. GILL
WOODBURY COUNTY
2016 APR 6 PM 12 21
AUDITOR RECORDER
BOARD OF ELECTIONS

COUNTY RECORDER'S REPORT OF FEES COLLECTED
(See Chapter 342, Code)

#11c

State of IOWA) SS:
County of WOODBURY)

To the Board of Supervisors of WOODBURY County:

I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the above named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 1/01/2016 through 3/31/2016 and the same has been paid to the County Treasurer.

	Number of Documents	Fees Collected
R.E. Transfer Tax State-Monthly		28,086.67
County Share R.E. Transfer Tax		18,387.12
Auditor Transfer Fee	855	4,775.00
Records Management Fees	3,078	3,134.00
Lien	98	545.00
Deed	813	10,060.00
Mortgage	782	43,528.00
Contract	45	1,555.00
Release/Assignment	1,001	6,185.00
Miscellaneous	275	4,172.00
Claimants	40	340.00
Agreement	14	240.00
Elec Tran Fee to State Untransferred (Feb & Mar)		2,088.00
UCC 1 & Addendum	33	510.00
Copy Money-Quarterly		762.00
Vitals Stats State-Monthly		16,108.00
Vitals Stats County-Quarterly		10,047.00
Accts. Receivable Payment-Quarterly		1,686.00
Transfer to Checking Account		0
Previous Qtr. Acct. Receivable Balance		(2,894.00)
Bad Check Adjustment—Quarterly		0
Odd Size Documents	27	270.00
Overpayment Fee	31	132.40
Total	7,092	149,717.19

All of which is respectfully submitted.



DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 13 day of April, 2016.



PATRICK F. GILE County Auditor

#11d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 04/05/16

Weekly Agenda Date: 04/19/16

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 January 1, 2016 through March 31, 2016.

FINANCIAL IMPACT:

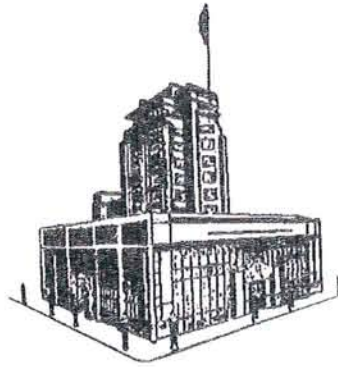
RECOMMENDATION: To approve Auditor's Quarterly Report.

ACTION REQUIRED: Motion to receive the Auditor's Quarterly Report for the 1st quarter ending 03/31/16

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

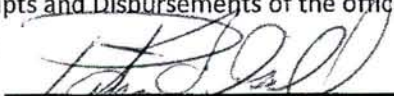
January 1, 2016 / March 31, 2016

Patrick F. Gill, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	January 1, 2016		
Payroll Taxes		253,351.48	
Other		41.57	
Total Beginning Balance			253,393.05
Receipts:			
Payroll Taxes		2,184,053.76	
Interest		156.66	
Other			
Total Receipts			2,184,210.42
Total Resources			2,437,603.47
Disbursements:			
Payroll Taxes		2,192,639.57	
Interest Paid to Treasurer		145.40	
Other			
Total Disbursements			2,192,784.97
Ending Cash Balance	March 31, 2016		
Payroll Taxes		244,765.67	
Other		52.83	
Total Ending Balance			244,818.50

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 3rd Quarter ending 03/31/16.



Patrick F. Gill, County Auditor/Recorder

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

#12

Date: April 11th, 2016

Weekly Agenda Date: April 19th, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Gary Brown, Director

WORDING FOR AGENDA ITEM: 2017 EMS System Development Grant

- a. Approval to Apply for the 2017 EMS System Development Grant
- b. Approval to document Dawn Zahnley as Authorized Official and Jean Jessen as Fiscal Officer

ACTION REQUIRED:

Approve Ordinance
 Give Direction

Approve Resolution
 Other: Informational

Approve Motion
 Attachments

EXECUTIVE SUMMARY: This grant award comes from the Iowa Department of Public Health. The funding amount for this year is \$7,713.00; this funding is used to reimburse Woodbury County Emergency Services and the rural EMS Squads in Woodbury County for initial training expenses and continuing education for the active EMS volunteers. This reimbursement includes tuition, books and fees associated with the EMS curriculum. The grant timeline is July 1, 2016 to July 1, 2017.

BACKGROUND: Woodbury County Emergency Services and the Woodbury County Board of Supervisors have participated and facilitated the EMS System Development grant for the Woodbury County EMS Association for over ten plus years. The EMS Squads participate at near 100% annually. The grant award amount does vary year to year dependent on the available funds initially. The range has been \$6K to \$11K for Woodbury County. However, historically when the award amount is optimum; there has not been a situation where there has been any funding remaining. The EMS squads pay for the expenses and submit them annually and Emergency Services presents that information to IDPH and they issue a payment as one check. Once that payment is received Emergency Services generates payments back to the individual EMS Squads. Jean Jessen from the Auditor's Office and Dawn Zahnley from Emergency Services work together to provide required reporting and documentation.

FINANCIAL IMPACT: This grant provides Emergency Services and the rural EMS Squads a bit of financial relief from the expenses of training new volunteers with initial training; which cost at a minimum \$1,200.00 per EMT student. Higher advance in EMS Certifications increase the tuition costs. The required Continuing Education annually for all EMS volunteers is approximately \$200.00 to \$500.00 per squad member to maintain their EMS license.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?
 Yes No

RECOMMENDATION: Our recommendations is for the Woodbury County Board of Supervisors approves the application for the 2017 EMS System Development Grant for the amount of \$7,713.00; and approve and sign the memo (see attached) for Dawn Zahnley from Emergency Services to be the Authorized Official and Jean Jessen from the Auditor's Office to be the Fiscal Officers for the purpose of administering this grant.

ACTION REQUIRED / PROPOSED MOTION: Motion to have the Woodbury County Board of Supervisors approve the application for the 2017 EMS System Development Grant for the amount of \$7,713.00; and sign to approve Dawn Zahnley from Emergency Services to be the Authorized Official and Jean Jessen from the Auditor's Office to be the Fiscal Officers for the purpose of administering this grant.

Approved by Board of Supervisors April 5, 2016.



121 Deer Run Trail/Climbing Hill, IA 51015/712-876-2212

MEMO

To: Woodbury County Board of Supervisors

From: Gary Brown, Director

Date: April 11th, 2016

Subject: 2017 EMS System Development Grant

Woodbury County Emergency Services is requesting the board's approval to apply for the 2017 EMS System Development Grant.

The grant award is from the Iowa Department of Public Health, the funding amount is \$7,713.00. These funds will be used to reimburse rural EMS Services in Woodbury County for initial training expenses, tuition and books, continuing education. The grant timeline is July 1, 2016 to June 30, 2017.

In addition, Emergency Services would like to ask for the board's approval to have Dawn Zahnley listed as the Authorized Official for this grant and Jean Jessen listed as the Fiscal Officer.

Woodbury County Board of Supervisors
Jeremy Taylor, Chairman

Date

#13

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: April 11 2016

Weekly Agenda Date: Tuesday April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: John Pylelo, Director
Office of Planning and Zoning

WORDING FOR AGENDA ITEM: Receive Departmental Recommendation Re:
citizen inquiry to purchase county owned real estate.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Woodbury County owns four (4) congruent parcels totaling 222+ acres approximately ½ mile southeast of Sioux City. One of the parcels includes the site of the Prairie Hills facility which was originally constructed in 1917 for use as the county home. Historically the county farm composed the balance of the 222 acre complex. Through the years the tillable ground has been cash rented under various agreements. The county currently cash rents 203.5 tillable acres at the site under an existing 2016-2018 lease with Mr. Brian Peterson for \$73,690 annually or \$362@ acre.

Recently the county was contacted by a citizen inquiring if a portion of one of the parcels was available for sale. Mr. Kyle Mullenix wishes to purchase a portion of the most northern 74.5 acre parcel for the construction of a single family dwelling for his family. Mullenix prefers to purchase a portion, or all, of the southern-most (triangular) 15 acre portion of the parcel. Find mapping and aerial photo attached.

At Chairman Taylor's request Mark Nahra, David Gleiser, Joshua Widman and John Pylelo were tasked to evaluate the Mullenix purchase inquiry and make recommendation.

BACKGROUND: The current Prairie Hill Jail Annex was conceived in 1999 when Woodbury County was experiencing high inmate populations at the main jail in the Law Enforcement Center. The "Old County Home", was opened as a minimum security facility with a portion of the old building renovated to accommodate forty (40) additional inmates.

Over the years, additions occurred to the annex to provide support services for training, food preparation, staff fitness, and asset storage. In 2001 an NRA approved firing range was constructed. Federal, State, County, and local law enforcement agencies utilize the range for training.

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

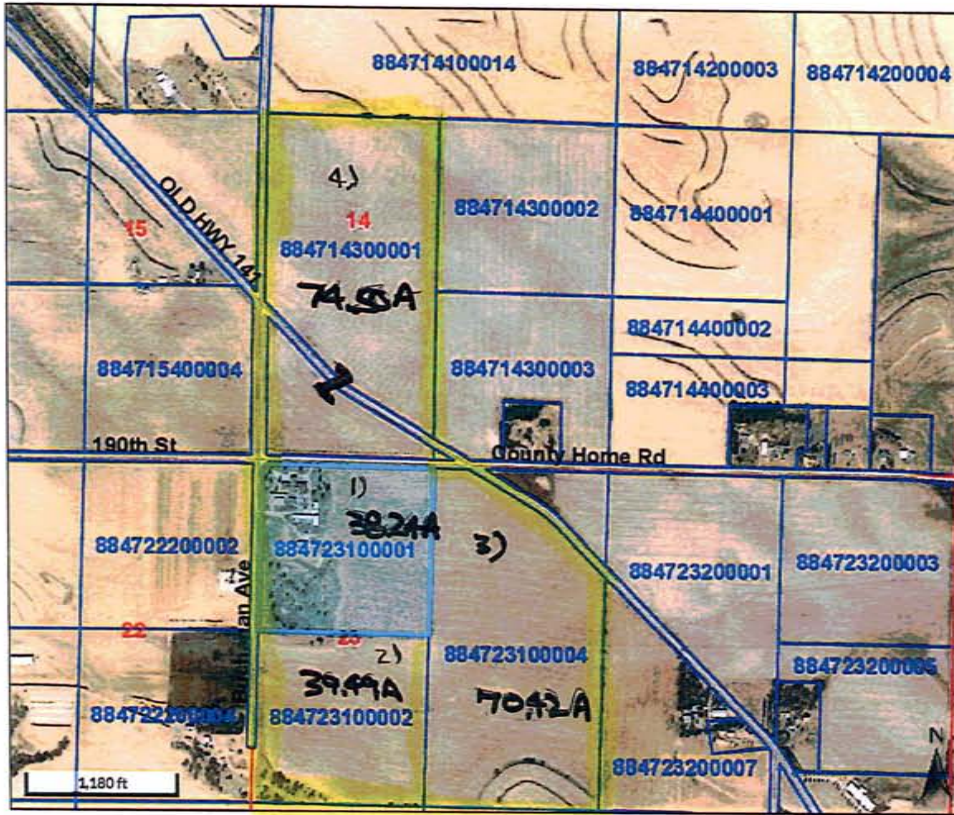
Yes No

RECOMMENDATION: The property's review process included the following:

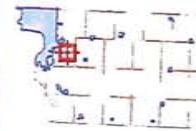
1. Review of the 2016-2018 farm lease;
2. Analysis of the highest and best use potential of the parcels;
3. An assessment of the potential commercial or industrial development of the site;
4. Discussion of available utilities;
5. Financial analysis of the sale vs lease cash flows;
6. The timing of the expiration of the current farm lease with Brian Peterson on 12/31/2018.
7. The impact of sale of a central portion of the site upon the remaining property's best use and highest value;
8. Discussion of why rural residential development does not pay for required level of service costs.

The overall analysis confirmed the current highest and best use of the tillable acre portion of the site is agricultural row crop production. Further that the property continue to be used as leased real estate. No changes in use are recommended for the 203.5 tillable acres. Should your Board wish to further explore the Mullenix inquiry we recommend Dennis Butler complete his independent financial analysis and the Sheriff's Office be asked to provide comment. This recommendation does not include an assessment of the Prairie Hills facility component of the site or its uses.

ACTION REQUIRED / PROPOSED MOTION: Informational Only. Provide direction on conveying the Board's position to Mr. Mullenix.



Overview



Legend

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

Parcel ID	884723100001	Alternate ID	00000000826425	Owner Address	WOODBURY COUNTY COUNTY HOME
Sec/Twp/Rng	23-88-47	Class	A		620 DOUGLAS ST
Property Address	1600 COUNTY HOMER RD	Acreage	38.24		SIOUX CITY, IA 51101-0000
	WOODBURY				
District	039 WOODBURY.SGT BLUFF LUTON COMM				
Brief Tax Description	WOODBURY TOWNSHIP NW NW 23-88-47				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 4/6/2016

Developed by
The Schneider Corporation

COUNTY OWNED

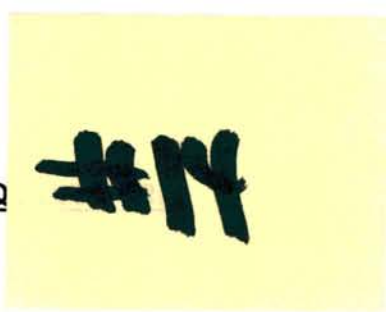
ADP 211

Kyle Mullenix Proposed Purchase Offer



04/08/2014

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ



Date: 4/13/2016

Weekly Agenda Date: 4/19/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz Building Services Director

WORDING FOR AGENDA ITEM: Courthouse- South East Windows Needing Emergency Repair

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: CMBA Architects in conjunction with FEH Architects has performed an examination of the Courthouse Windows & in summary has provided a letter to the Board of Supervisors (attached) dated April 8th. CMBA to present findings and recommendation.

BACKGROUND: The Courthouse 2nd Floor South Courtroom had a piece of marble fall from the interior soffit area at the exterior window location. On observing the anomaly it was discovered that the exterior windows located in the center room area had shifted considerably outward. Other Courtroom areas were inspected & found to have some movement but to a much lesser degree. CMBA Architects was approved to conduct a study of all Courtroom areas to determine what is taking place & report findings.

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION: CMBA- should draft contracts & return to Board April 26th

ACTION REQUIRED / PROPOSED MOTION:

Approved by Board of Supervisors April 5, 2016.



CANNON MOSS BRYGGER ARCHITECTS

302 JONES STREET, SUITE 200 • SIOUX CITY, IA 51101 • (P) 712.274.2933

April 8, 2016

Mr. Jeremy Taylor, Chairperson
Woodbury County Board of Supervisors
620 Douglas St.
Sioux City, IA 51101

RE: Woodbury County Courthouse Courtroom Windows, Emergency Action

Dear Mr. Taylor:

As you are aware, a piece of marble let loose from the head of the windows in the southeast courtroom of the Woodbury County Courthouse. This occurrence, while not injuring anyone, brought to light two issues with the windows of great significance:

1. The lower clear glass windows are bowing out of plumb and currently are approximately 2" out of place. Noticeable change has been documented in the course of two weeks time and appears to be accelerating. This condition, if left unchecked, could quickly result in the entire section of clear glass windows tipping completely out of their opening and falling to the ground 20' below.
2. The tall art glass windows above the clear glass windows have sagged over time and are also bulging outward. It appears that the sun has warmed and softened the lead came strips allowing the weight of the glass to push downward. This is causing the glass to bulge outward in numerous locations. This condition also, if left unchecked, will result in the glass falling to the ground and could happen at any time without any warning.

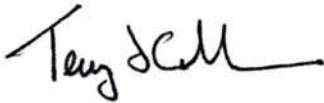
The purpose of this letter is to describe the seriousness of these conditions and the need for emergency action. If either or both sets of glass windows were to suddenly let go and fall to the ground, anyone in their path would be seriously injured or killed. Any property in their path would be severely damaged. Finally, the glass itself would be lost. The art glass being 98 years old is irreplaceable and therefore priceless. It simply cannot be replicated and the historic landmark nature of the building would be compromised.

I am recommending that emergency repairs begin immediately to avoid injury to persons, property and historic significance to this local treasure. In my opinion, the window failure could occur at any time. To delay taking action by going through the usual design, construction documents and bidding process, poses an unacceptable risk

to life and property. This recommendation applies to the windows in the southeast courtroom only. The windows in the other three courtrooms have been reviewed but don't appear to be in as urgent of a condition as the southeast courtroom.

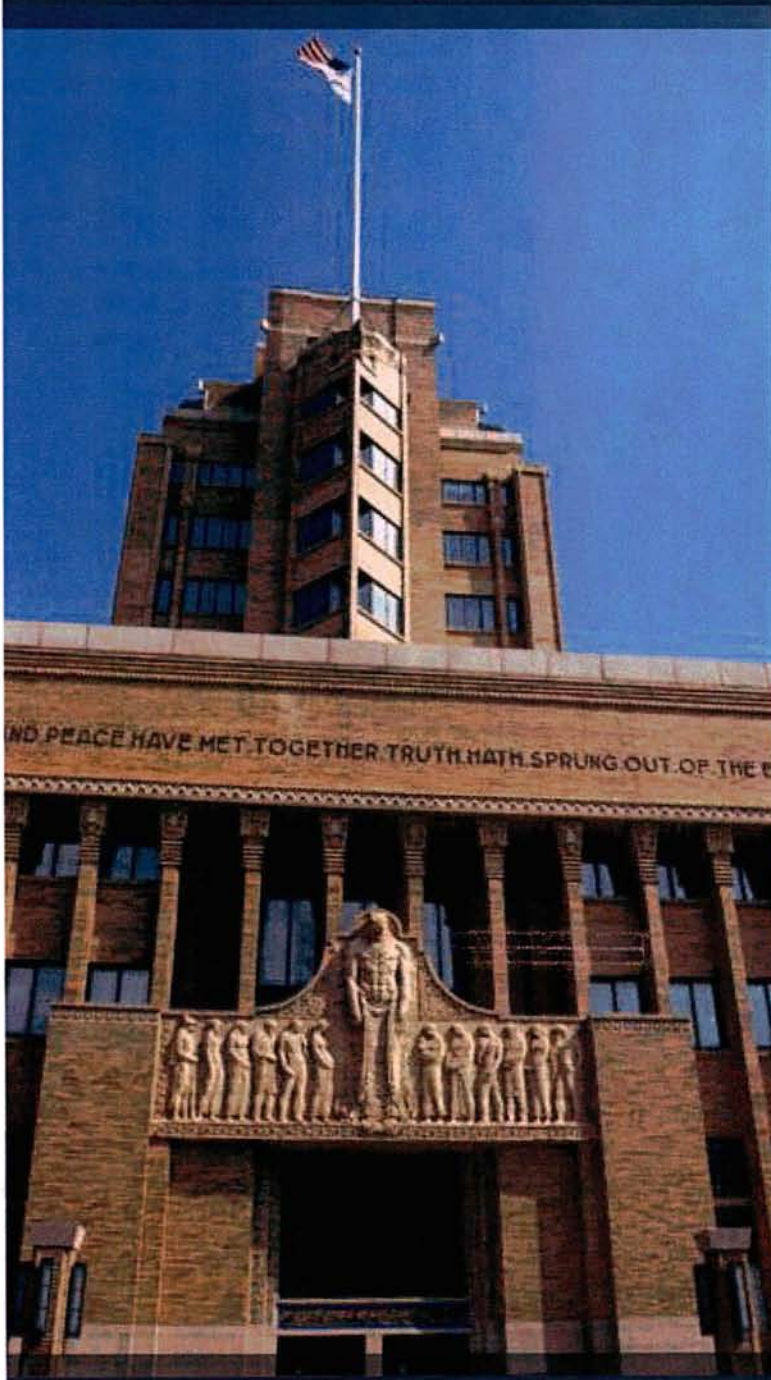
Please call me if you have any questions or concerns about the statements in this letter.

Respectfully,
Cannon Moss Brygger Architects



Terry Glade, AIA, LEED AP

Cc: Kenny Schmitz - Woodbury County Building Superintendent
Ed Storm, AIA - FEH Design
Shane Albrecht - Baker Group



WOODBURY
COUNTY
SIOUX CITY, IOWA



WINDOW STUDY

SOUTHEAST COURTROOM 203
WOODBURY COUNTY COURTHOUSE / SIOUX CITY, IOWA

PREPARED MARCH 2016 BY:



IN CONJUNCTION WITH:



March 30, 2016

Mr. Kenny Schmitz
Woodbury County Building Services
401 8th Street
Sioux City, IA 51101

RE: **Window Study – Southeast Courtroom 203**
Woodbury County Courthouse – Sioux City, Iowa

Dear Kenny,

Attached find the Study for the Window Assembly at the Southeast Courtroom at the Courthouse.

The displaced marble soffit within the Courtroom served to generate the need for this Study; the historical significance of the Courthouse establishes the care with which the recommendations were composed.

The study provides the following;

1. An architectural evaluation of the interior and exterior of the window assembly.
2. Photographic and dimensional documentation of the current conditions.
3. Recommended steps to address the current failure(s) to mitigate further damage.

We appreciate the opportunity to serve Woodbury County with this Study.

Please contact either one of us with any questions or concerns.

Sincerely,

FEH DESIGN



Edward W. Storm, AIA, Principal

FEH DESIGN

701 Pierce Street, Suite 100
Sioux City, Iowa 51101
712 252 3889 / eds@fehdesign.com

CMBA



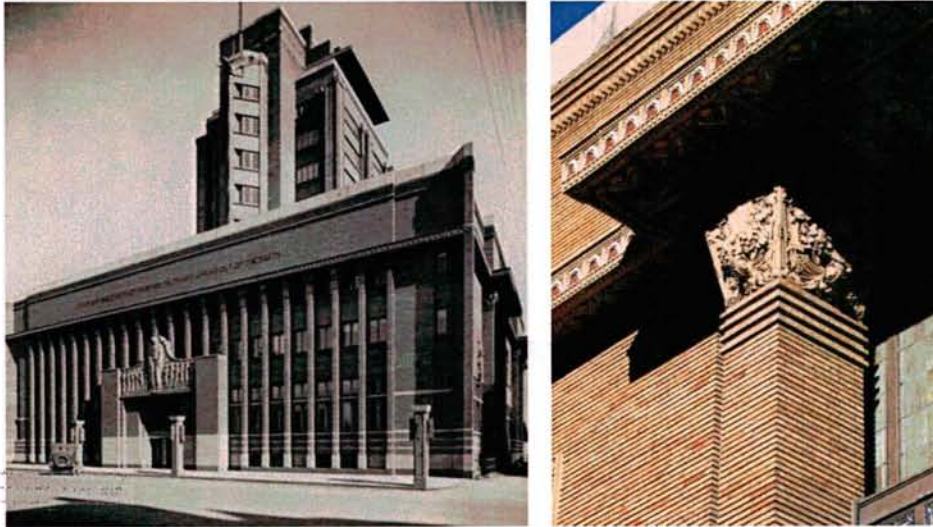
Terry Glade, AIA, LEED AP, Principal

Cannon Moss Brygger Architects

302 Jones Street, Suite 200
Sioux City, Iowa 51101
712 274 2933 / glade.t@cmbaarchitects.com

Window Study – Southeast Courtroom 203 at the Woodbury County Courthouse – Sioux City, Iowa

In 1914, the county determined that the courthouse was too small for the city and they decided to build a new one. The old courthouse was sold and the new one, located at the southeast corner of Douglas and Seventh Streets, designed by the Minneapolis architect George Grant Elmslie in collaboration with the Sioux City architect William L. Steele and Elmslie's partner, William Gray Purcell, was constructed from July 10, 1916 to March 1, 1918 at a cost of \$850,000. It is a nearly square four story structure, with a 157-foot, eight-story tower, built out of Roman brick, with granite and terra cotta trim elements.



The concept of the building, that of a public boxlike volume on the street level coupled with an office skyscraper, was an approach influenced by the 1914 City Hall in Oakland, California. The largest and certainly the widest known variation on this concept is the Nebraska State Capitol building at Lincoln (1920–1932). The Woodbury County Courthouse was the largest public building realized by any of the Midwest Prairie architects, and without question it is one of the most successful.

In 1973, the building was added to the National Register of Historic Places; it was declared a National Historic Landmark in 1996.

Courtroom Windows Study Considered – Fall of 2015

In October 2015, Dean VanRoekel, (Structural Engineer, FEH Design), performed a visual examination of the clear glazed window assemblies at the exterior walls of each of the four (4) courtrooms within the Courthouse. The timing of his visit was important, as a piece of marble had loosened at the head of the southeast window area. The other three (3) courtroom window assemblies were examined at that time as well, to determine if similar movement had occurred; Dean found that two (2) of the other three (3) window assemblies showed a similar condition, although not as severe as the first. This examination was performed primarily from the inside of the building, due to the exterior height above the ground of the window systems.

The FEH Design recommendation was to perform a closer and more detailed examination of the interior and exterior of these window systems, with the purpose of making recommendations for their restoration.

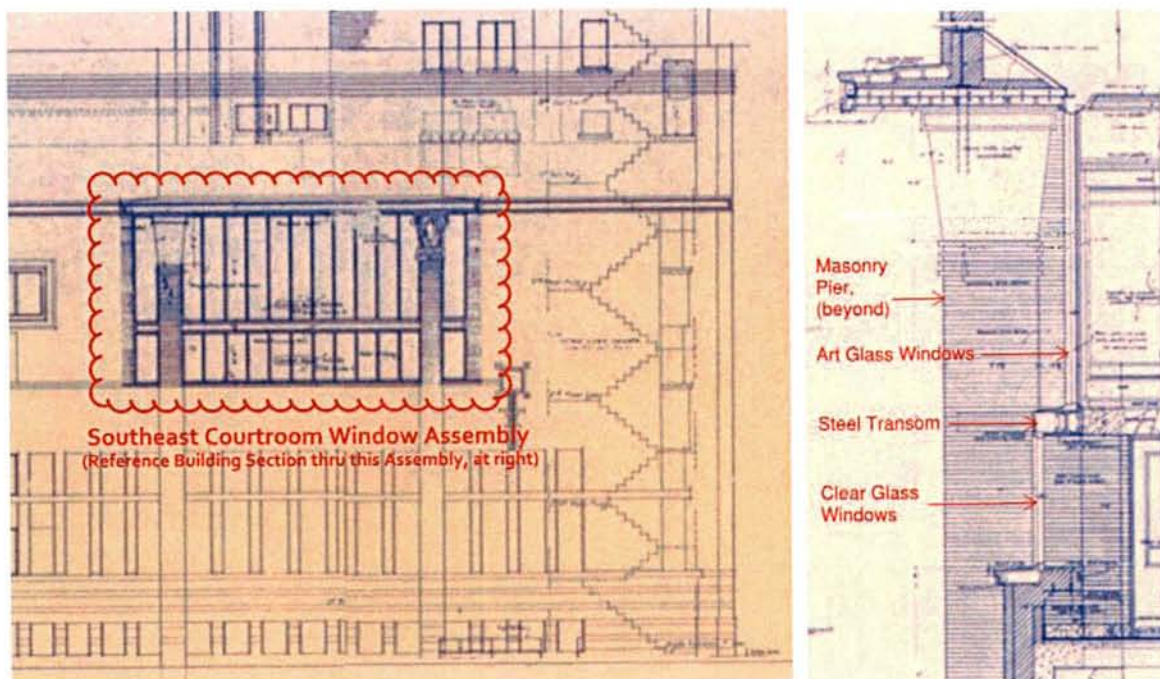
At that time, the County had braced the remaining marble soffit pieces at the southeast courtroom, and caulked all visible openings at the exterior of the four window assemblies, in the interim.

Study of Southeast Courtroom Window Assembly as Authorized – Spring 2016

Parameters of the Southeast Courtroom Window Study:

- An architectural evaluation of the interior and exterior of the southeast window assembly; (structural evaluation is not part of this survey).
- Photographic and dimensional documentation of current conditions, (as they apply to the southeast window assembly).
- Recommended steps to address current failures to mitigate further damage.

Southeast Courtroom Window Assembly



General Evaluation Notes

In general, the exterior/interior of the southeast Courthouse window assembly is in serviceable condition. Basic exterior maintenance is currently required: general cleaning of existing surfaces, repainting steel surfaces, and replacement of aged sealants at caulked joints.

Specific items that require more than basic maintenance, (reference expanded description under Exterior Conditions & Interior Conditions Sections, below). These items all relate to movement of the steel transom cover at the juncture between the sills of the art glass windows and the heads of the clear

glass windows, at the window assembly; (reference the Steel Transom Evaluation Notes, within the Exterior Conditions below).

Standards for Historic Building Treatments

The *Secretary of the Interior's Standards for Treatment of Historic Properties* provides pertinent direction for building treatments. The guidelines for rehabilitating historic buildings found within those standards are used as a basis for remedial work suggested in this Report. Begin at the following website:

www.nps.gov/history/local-law/arch_stnds_8_2.htm

The National Park Service publishes a series of useful Preservation Briefs & Technical Notes that provide detailed discussion of appropriate treatments for historic buildings and materials. Recommendations of the Preservations Briefs/Technical Notes may be used as a basis for formulating strategies and approaches to implementing remedial work of this project. Begin at the following websites:

www.nps.gov/tps/how-to-preserve/briefs.htm www.nps.gov/tps/how-to-preserve/tech-notes.htm

General Recommendations for Contracting Historic Building Treatments

Many firms have worked on historic buildings, from planning overall strategies to performing highly technical individual efforts; do not hesitate to educate yourself by probing deeper into their experience. However, please be aware that those claiming to have extensive experience with historic building projects may not be familiar with the Secretary of the Interior's Standards or do not adequately understand them. Extensive experience does not necessarily equate to an understanding of appropriate treatments.

In addition, the Historic Preservation Office of each state does not necessarily require the same interpretation of overall historic guidelines, particularly as they pertain to restoration techniques. Become familiar with the procedures and guidelines of the Iowa State Historic Preservation Office. Begin at the following website:

www.iowaculture.gov/history/preservation/preservation-planning/local-preservation-planning

Preference should be given to repairing deteriorated historic fabric over replacement whenever that is feasible. Workmen should be cautioned to protect significant historic features and held responsible to provide satisfactory repair if damage occurs.

EXTERIOR CONDITIONS

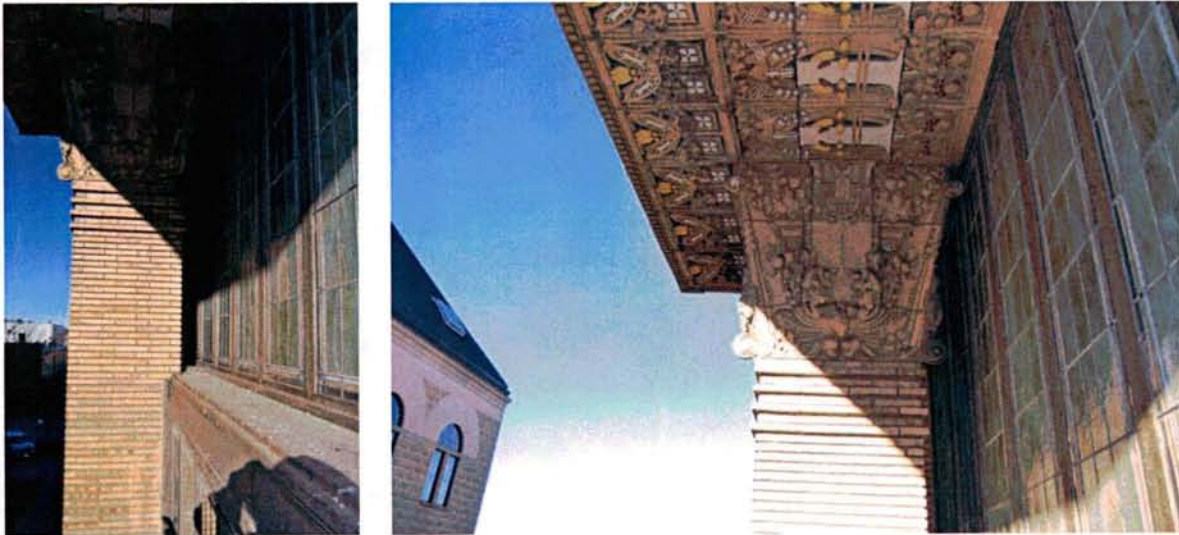
Upper Windows – Steel Sash:

Condition: The photos below indicate the general condition of the Steel Sash containing the Art Glass at the Window Assembly. The portion of the paint system, exposed to the exterior, protecting the steel material, has generally deteriorated, exposing the steel, which exhibits surface rust. Sealants are missing, hardened or cracked in various locations.

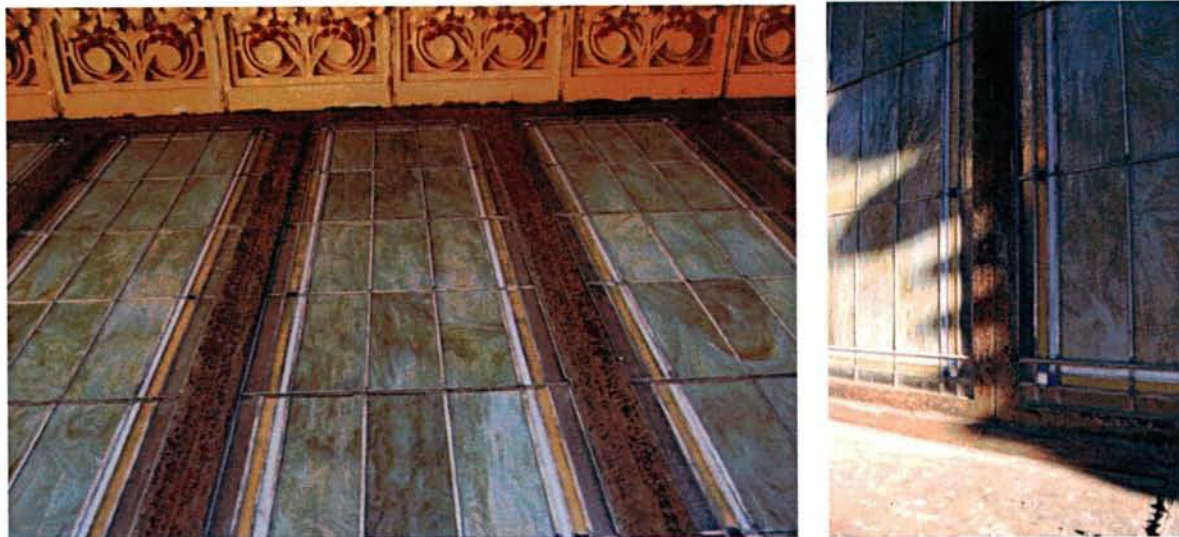
Recommendation: that the remnants of the exterior paint system be removed; the surface rust be removed or otherwise neutralized; a new paint system be installed. Provide an entirely new sealant system.

During this procedure, the steel sash pieces shall be closely examined for deterioration, beyond 'surface' rust condition, and appropriate repairs be made at that time. It is not expected that removal of the existing steel sash will be required.

Coordinate this activity with required Art Glass repairs.



Art Glass Windows – looking West

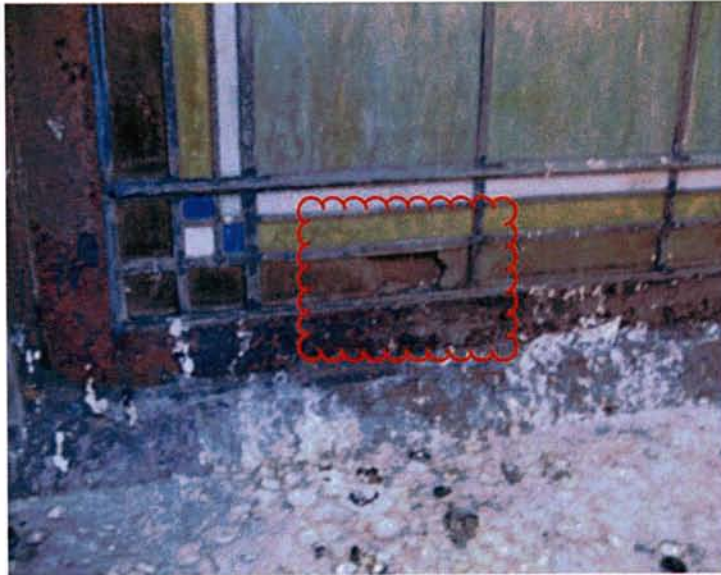


Steel Sash at Art Glass Windows – Views of Deteriorated Paint System & Surface Rust

Upper Windows – Art Glass/Lower Windows – Clear Glass:

Condition: information given during on-Site interviews is that a company that specializes in stained glass repair & construction will be consulted for required repairs, where necessary. As such, no recommendations are offered.

For information purposes, the photos below show two (2) areas where glass is broken or missing and one (1) area where the glass has shifted and deformed:



Missing Pieces of Art Glass, (shown within 'clouds')



Deformed Area at Bottom of Art Glass Panel

Steel Transom – General Condition

General Condition: The photos below indicate the general condition of the Steel Transom. The paint system, protecting the steel material, has generally deteriorated, exposing the steel, which exhibits surface rust. The top surface of the Transom is covered with grime and bird droppings. Sealants are missing, hardened or cracked in various locations. There are various maintenance repairs that have been made over time that require attention.

Recommendation: that the existing paint system be removed, along with the grime and bird droppings; the surface rust be removed or otherwise neutralized; a new paint system be installed. Provide an entirely new sealant system.

Reference 'Miscellaneous Items', (below), for recommendations concerning the 'various maintenance repairs'.



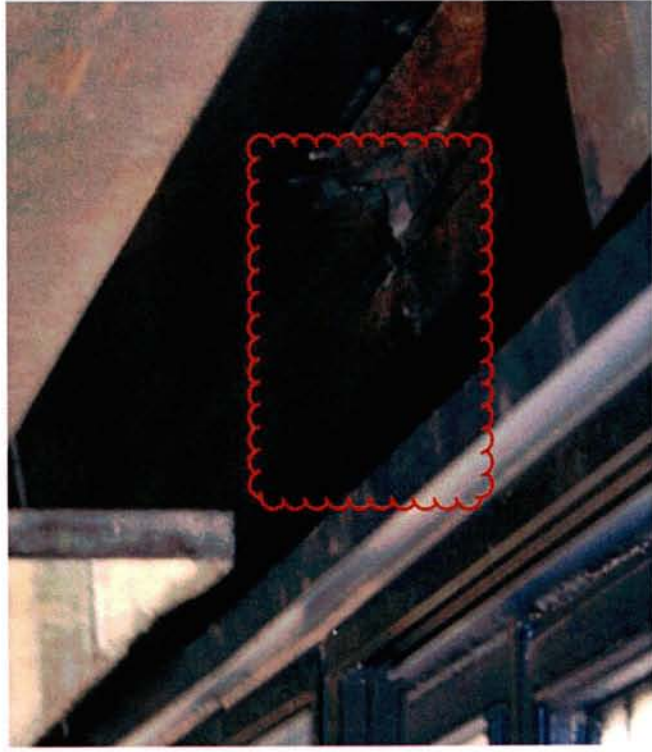
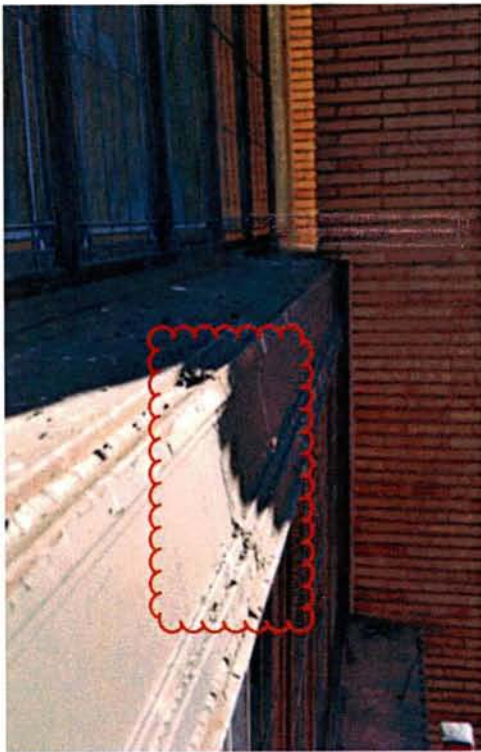
*View along top of Steel Transom – Looking West
(Note bird droppings and various areas of surface rust)*



Exterior View - top of Steel Transom – Caulked Splice Cover

Interior View - top of Steel Transom – Steel Slip

(Note that one such joint exists, located at the center of the steel transom, and that prior to re-caulking this joint in the Fall of 2015, light could be viewed from the interior & rain leaked at this area.)



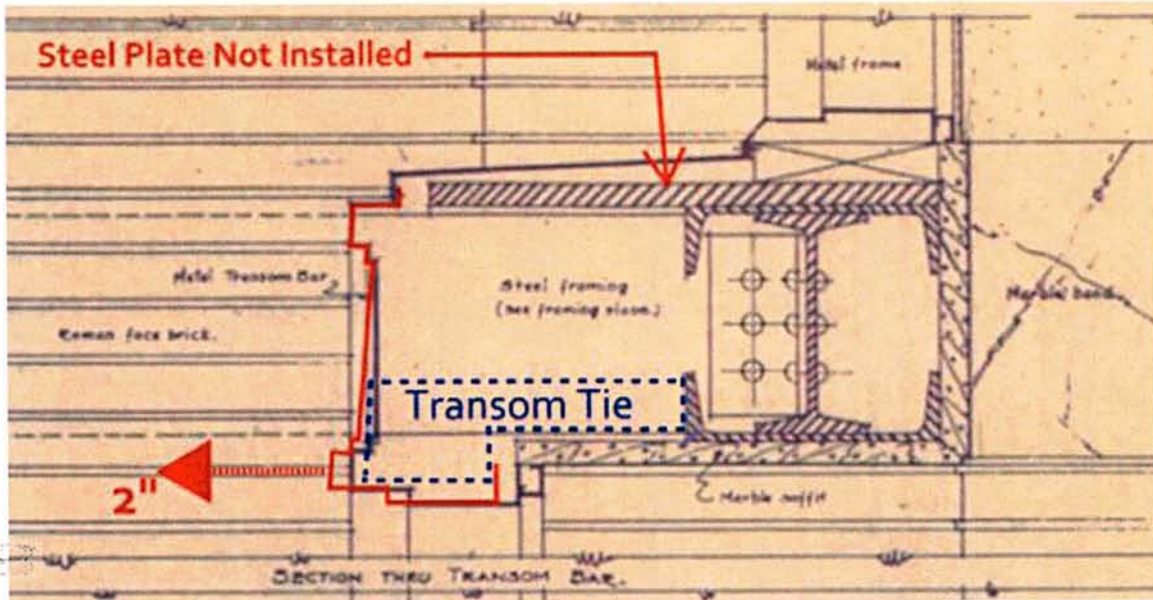
Exterior View at face of Steel Transom – Caulked Splice

Interior View at face of Steel Transom – Steel Slip Cover

(Note that one such joint exists, located four feet east of the center of the steel transom, and that prior to re-caulking this joint in the Fall of 2015, light could be viewed from the interior & rain leaked at this area.)

Steel Transom – Bowed Shape

Condition at Bowed Shape: the position of the east and west ends of the steel transom, (in relation to the masonry piers at either side of the central portion of the window assembly), seems to be the same as when constructed in 1916-18; however, the center of the steel transom has bowed out, away from the interior of the building, by 2 inches, (see diagram, below).



This movement has caused a gap between the steel transom metal, (which has moved), and the marble soffit material, (which has not moved).

For comparison purposes, the following are the 'bow out' dimensions at the center of the Courtroom Window Assemblies:

1. Southeast Window Assembly: 2 inches.
2. Southwest Window Assembly: ½ inch.
3. Northwest Window Assembly: ¼ inch.
4. Northeast Window Assembly: ¼ inch.

As the movement is most severe at the window (southeast) that has received the most sun over the years, it is conjectured that the beam & transom elongate with the heat and bow outward. When conditions cool, the beam straightens out, but the transom, which is tied to the windows below, stops slightly short of straight. During the 100 years life of the building, this slightly less than straight recovery has permanently warped the shape of the transom.

This heat buildup may also have been exacerbated by the addition of glass panels at the interior of the lower windows, increasing the air temperature at the bottom side of the transom area.

Recommendations: rather than dis-assemble the entire window assembly and replace the transom material with new, straight material, our opinion is that tying the vertical face of the transom in place, to contain the transom and prevent additional bowing, seems the logical alternative.

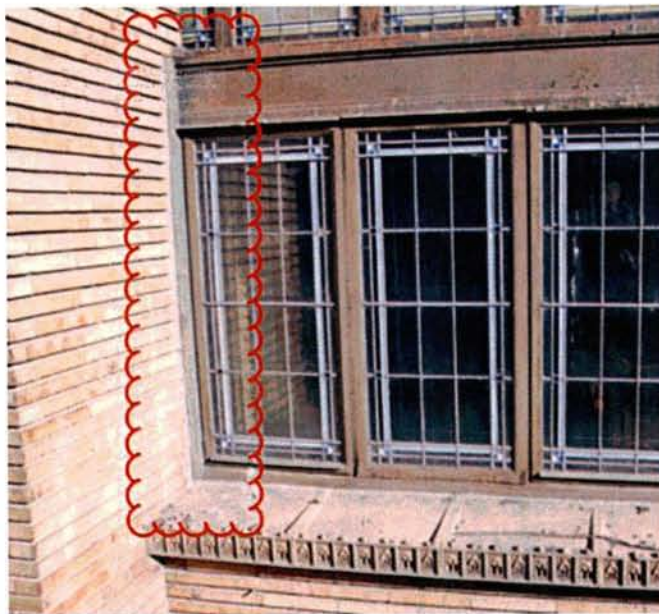
Adding a horizontal tie within the transom, between the exterior face of the structural steel and the inner edge of the transom, just above the windows, (see diagram above), would allow the transom to move with heat buildup, but keep it in a parallel relationship to the structural steel, which would bring it back to its original position when conditions cooled. (Note: a structural engineer's opinion would be required for configuring this design.)

Steel Transom – Miscellaneous Items:

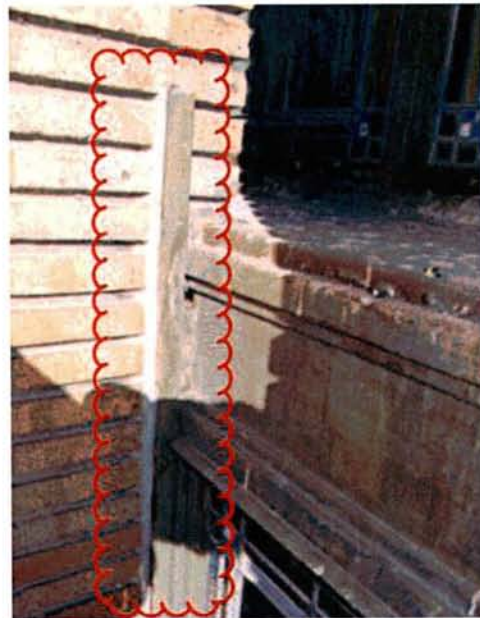
General Condition – ‘Extra’ Steel Channels: The photos below indicate vertical steel channels that have been installed at locations where the lower (clear glass) windows meet masonry walls; this occurs only at the Southeast Courtroom Windows. The vertical edges of the channels are caulked against the masonry and the window sash; the open, upper and lower ends of the channels have been filled with sealant; some of which is missing.

It is assumed that gaps between the masonry and window sash developed that were too wide to effectively receive (and hold) sealants; and that the channels were applied to cover the gaps.

Recommendation: that the channels be removed and a less obvious means be developed to extend the metal window sash. Provide an entirely new sealant system.



Steel Channel at Lower Window Jamb & Steel Transom – West End of Center Windows



Steel Channel at Lower Window Jamb & Steel Transom - East Side of East Masonry Pier



*Top of Steel Channel above Steel Transom –
East Side of East Masonry Pier – Sealant Missing*



*Top of Steel Channel at Steel Transom
– East End of Lower Window
Assembly - Filled with Sealant*

General Condition – Wood Fill Piece: The photos below indicate a gap that developed between the top of the Steel Transom and the north side of the West Masonry Pier; (this condition does not occur at the East Masonry Pier). It appears that the east end of the gap has been filled with sealant, but when the gap became too large to caulk, a wood board was inserted as a filler.

It is assumed that this area has allowed rain and cold to enter the building.

Recommendation: that the wood filler be removed and a bent sheet metal piece be installed to fill the gap. Shape the sheet metal filler to receive sealant; pop-rivet the filler to the transom. Provide an entirely new sealant system.



View from Southwest – Showing Wood Filler above Transom at North Side of West Masonry Pier



View from West – Showing Wood Filler and Gap Between Transom and North Face of West Masonry Pier

Lower Windows - Steel Sash – General Notes:

Condition: The photos below indicate the general condition of the Lower Steel Window Sash, (both 'Operating' and 'Fixed'), containing the Clear Glass at the Window Assembly. The portion of the paint system, exposed to the exterior, protecting the steel material, has generally deteriorated, exposing the steel, which exhibits surface rust. Portions of the steel sash at the 'fixed' windows are severely deteriorated. Sealants are missing, hardened or cracked in various locations.

Recommendation: that the remnants of the existing exterior paint system be removed; the surface rust be removed or otherwise neutralized; a new paint system be installed. Provide an entirely new sealant system.

During this procedure, all steel sash pieces shall be closely examined for deterioration, beyond 'surface' rust condition, and appropriate repairs be made at that time. It is not expected that removal of the existing steel sash will be required, except as noted in the paragraph below.

Reference 'Lower Windows – Steel Sash (Fixed)', below, for recommendations at the 'fixed' steel sash pieces, portions of which are severely deteriorated. It is expected that removal of certain existing steel sash may be required to effect repairs.

The glass within these windows, although designated 'Clear' for the purposes of this Study, comes under the portion of the Study termed 'Upper Windows – Art Glass/Lower Windows – Clear Glass'; (reference this portion of the Study, above, for additional information).



View of West Portion of Center Windows



View of East Portion of Center Windows

(Note that every other window is operable, indicated by the small drip metal piece applied to the bottom of the sash; and that each operable window has a fixed sash adjacent.)

(Note: the single windows at the east and west ends of the window assembly, 'outside' the masonry piers, are operating sash.)

Lower Windows - Steel Sash (Operating):

Condition: The portion of the paint system, exposed to the exterior, (including the interior portion of the operating sash, protecting the steel material, has generally deteriorated (exterior portion of window, exposing the steel, which exhibits surface rust), and is in a somewhat worn condition (interior portion of operating sash). Sealants are missing, hardened or cracked in various locations.

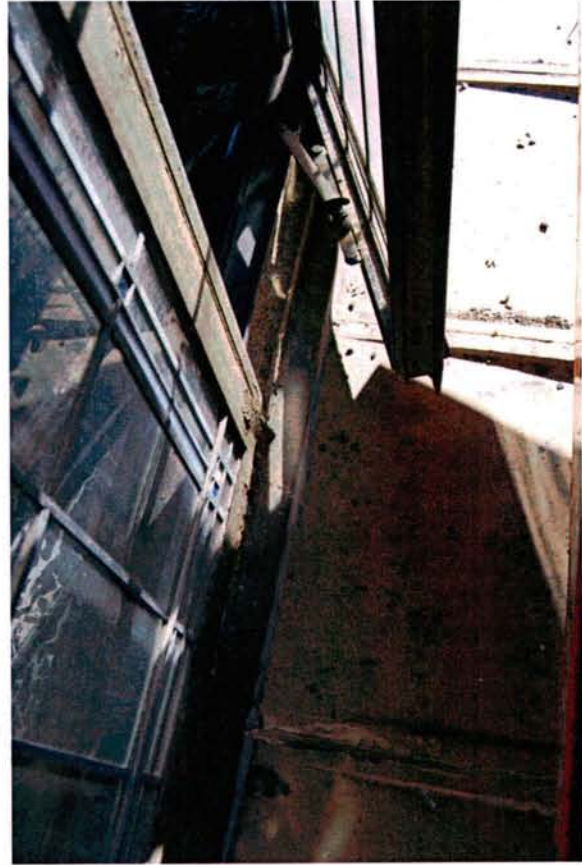
Reference 'Lower Windows – Steel Sash – General Notes', (above), for additional requirements.

The photos below indicate an operating sash in the 'open' position.

It is not expected that repair will be required for the operating hardware at these windows.

Recommendation – Exterior Surfaces: that the remnants of the existing exterior paint system be removed; the surface rust be removed or otherwise neutralized; a new paint system be installed. Provide an entirely new sealant system.

Recommendation – Interior Surface of Operating Sash: that the existing interior paint system, at the operating portion of the window, receive an additional coat of paint.



View of Upper Portion of Operating Sash

View of Lower Portion of Operating Sash

Lower Windows - Steel Sash (Fixed in Place):

Condition: The portion of the paint system, exposed to the exterior, protecting the steel material, has generally deteriorated, exposing the steel, which exhibits surface rust at most locations. Sealants are missing, hardened or cracked in various locations.

In addition, at the lower corners of the some of the fixed windows, the steel is deteriorated to the extent that it is flaking in layers from long-term rusting.

Reference 'Lower Windows – Steel Sash – General Notes', (above), for additional requirements.

Recommendation: that the remnants of the existing exterior paint system be removed; the surface rust be removed or otherwise neutralized; a new paint system be installed. Provide an entirely new sealant system.

During this procedure, all steel sash pieces shall be closely examined for deterioration, beyond 'surface' rust condition, and appropriate repairs be made at that time.

At the bottom portions (sills) of these windows, methods shall be investigated to make repairs 'in place', if at all possible; however, it is a possibility that removal of the existing steel sash will be required to affect repairs.



View of Fixed & Operating Sash - Note the deteriorated portions of the Fixed Window Sills



Closeup Views of Fixed & Operating Sash - Note the deteriorated portions of the Fixed Window Sills

Terra Cotta Sill:

Condition: The photos below indicate the general condition of the Terra Cotta Sill, below the Window Assembly. The top surface of the Terra Cotta is covered with grime and bird droppings. Mortar joints seem solid and intact.

Recommendation: that the grime and bird droppings are removed; and the terra cotta cleaned.

During this procedure, the perimeter sealants shall be closely examined for deterioration, and repairs be made at that time.



View of Terra Cotta Sill – East End of Center Window



View of Terra Cotta Sill – East of East Masonry Pier

INTERIOR CONDITIONS



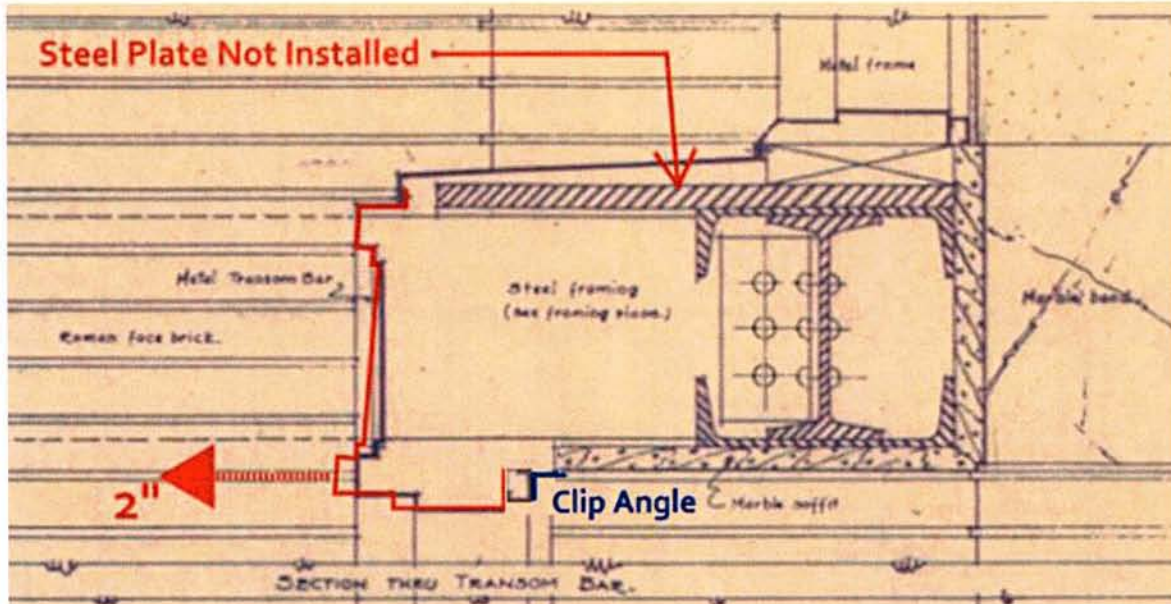
Interior View of Courtroom Window Assembly, (northeast Courtroom pictured), showing fifteen (15) Art Glass Windows above the Transom above (13) Clear Glass Windows, (separated by masonry piers into a 1 + 11 + 1 arrangement)

Upper Windows – Art Glass/Lower Windows – Clear Glass: reference the Exterior Conditions portion of this Study for information concerning Window Glass.

Painting: reference 'Lower Windows - Steel Sash (Operating)' for interior painting recommendations.

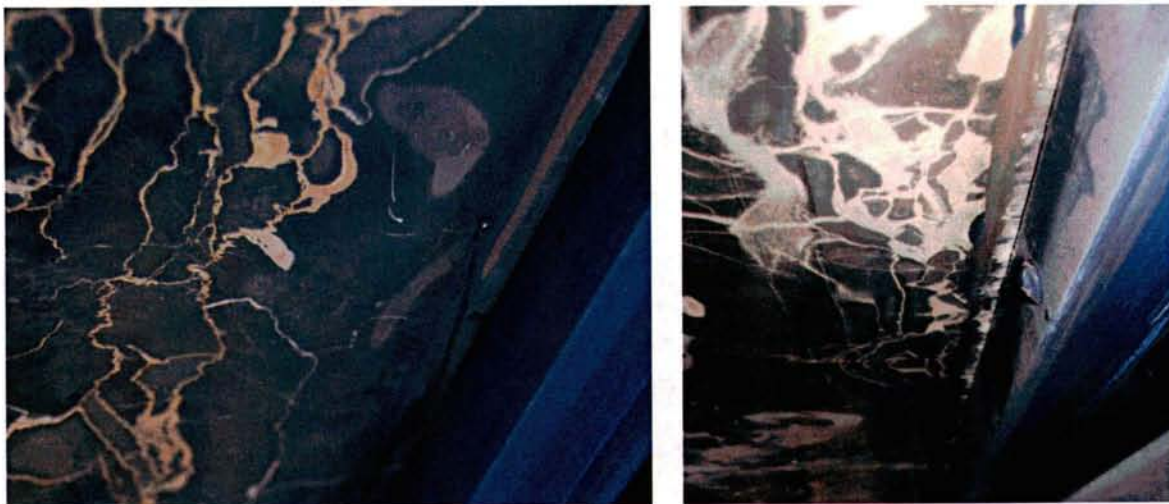
Steel Transom: reference 'Steel Transom – Bowed Shape' for opinion concerning deformation of steel transom.

The cross-section of the Transom, repeated from the 'Steel Transom – Bowed Shape' portion of the Study, is shown below.



Note: the terminology for the marble lining the structural steel is 'Marble Banding' (for the vertical marble) and 'Marble Soffit' (for the horizontal marble).

Deformation of the Steel Transom has exposed the exterior (away from the Courtroom) edge of the marble at various locations. The photos below indicate the movement of the Transom in lesser amounts.



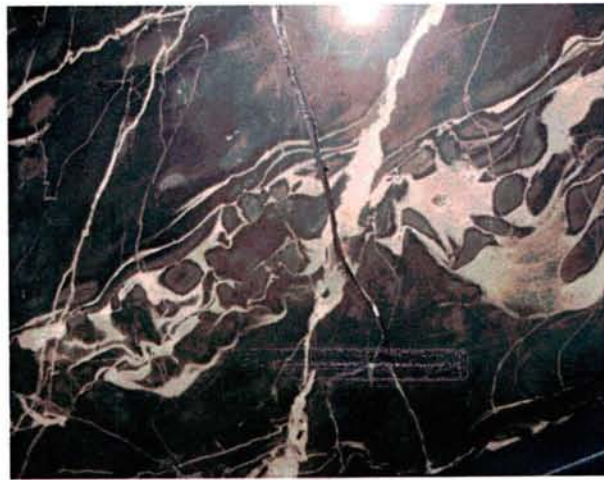
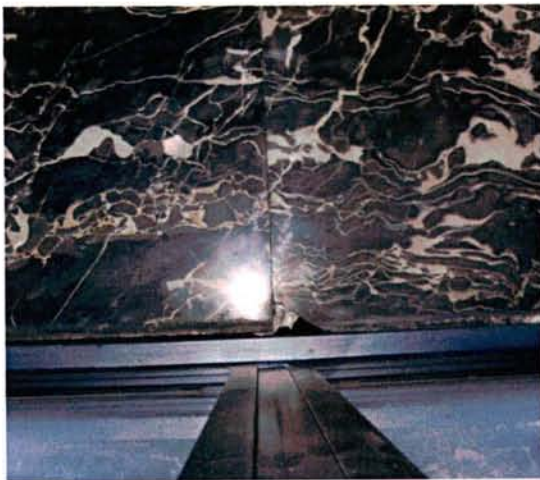
Views of the Marble Soffit where it meets the (blue) metal trim at the top of the Lower Windows.

An earlier location of the face of the window trim is thought to be the 'brown' paint line, on the surface of the marble in both photos, (above), caused by an earlier painting of the windows. The current gap is approximately ½ to ¾ inch in the photos.

Clip Angle Suggestion: a Clip Angle, such as the one shown on the diagram on the previous page, could be screw attached to the trim channel at the window head, (or replace the trim channel), to cover the gaps at windows having that condition. Paint to match window color.

Joints in the Marble Banding & Soffits: were placed at approximately 4 foot intervals during construction of the Courthouse, except for the marble at the center of the window assembly, which is approximately 6 feet wide; (it is this 6 foot portion of marble soffit that is missing).

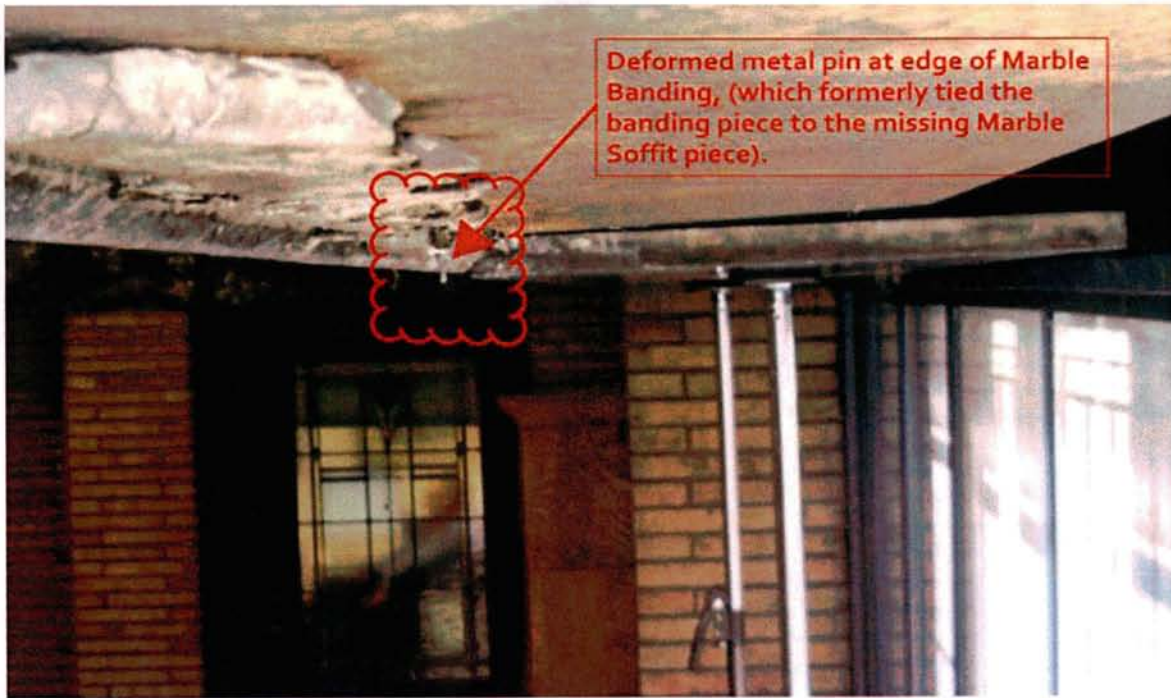
The marble banding and soffits have also developed random (unplanned) cracks in various places, over the life of the building, as well. This Courtroom has developed four (4) cracks in the marble banding and one (1) crack in the marble soffit.



View of a construction joint in the Marble Soffit View of a random crack in the Marble Soffit

Supports for the Marble Soffits: were placed to mechanically attach the marble pieces to the structural steel within the Transom, (using bent wire supports) and to each other, (using metal pins); reference photos, below.

These supports failed at the missing piece of marble soffit, allowing it to fall from its place.



View of Underside of Transom, looking East, at area where Marble Soffit is missing.



View of Underside of Transom, looking at Marble Soffit west of missing Soffit piece ; showing wire tie from connection to Marble Soffit vertically to where it clips over the steel support channel, above.



View of Underside of Transom, looking West, toward missing Soffit piece.

Transom – General Condition at Marble Banding & Soffit

General Condition: The marblework covering the interior portion of the Transom appears to be in sound condition. The marble pieces on either side of construction joints, including the mitered joints between the Marble Banding and Soffit pieces, and at the random cracking locations, are flush with one another and have not moved out of alignment with each other.

There is no certain means to determine what, if any, damage has occurred to the existing support wiring at the remaining soffit pieces; this is an unknown. To determine the actual condition, 'destructive' testing, (i.e. removing the marble pieces to determine the condition of the support wires and the integrity of the marble at the wire support points), would be necessary. And, as removal of the marble, under these conditions, would demolish it, the result effectively becomes entire removal and replacement of the marblework.

On the other hand, regular monitoring of the existing materials, to become aware of any shifting between the various marble pieces could forewarn of an impending failure.

The question becomes 'what level of risk are you, as the Owner, willing to assume'?

Recommendation: provide a matching replacement for the marble soffit piece that is missing. Design a means to secure it in place that is seamless with adjacent work.

Install a continuous clip angle, (as noted at Clip Angle Suggestion, above), to provide additional support for the window edge of the marble soffit pieces

Regularly monitor the various marble pieces at transoms to discern movement.

**Window Study – Southeast Courtroom 203
at the
Woodbury County Courthouse – Sioux City, Iowa**

Summary – Materials Examination

This Study began when a 1" thick x 72" long x 16" deep marble soffit piece detached from its place within the window assembly at the southeast courtroom within the Woodbury County Courthouse.

Prior to beginning this Window Study, our speculation was that the exterior of the transom bar, (the 14" high x 22" wide metal & marble covered structure between the lower portion of the art glass windows and the upper portion of the clear glass windows within the window assembly), was constructed of heavy sheet copper which had deteriorated to the point that the copper would require replacement.

Comments by Building staff and the personal experience gleaned by a visit to the courtroom by our structural engineer informed us that daylight could be seen through the transom, strengthened our speculation that water was the issue. Its deterioration of the protective exterior copper, we felt, had opened up the exterior skin, allowing water to deteriorate whatever devices, (metal clips or wires), securing the marble soffit in place.

At this time, winter intervened, and Building staff temporarily sealed any apparent openings in the transom bar with sealant.

Our recent, close examination of the exterior of the transom bar area, and measurements of the interior of the marble soffit with the courtroom, has modified our view, as follows:

1. The exterior metal at the transom bar is a heavy pressed steel (not copper) sheet, constructed in two (2) pieces – a horizontal top/cover piece and a vertical front/face piece, overlapped and tightly joined together.
2. The two pieces of the transom bar each have one slice which do not align, (the top piece is spliced at its center point; the front piece is spliced east of its center point), and are each backed by a steel plate, which acts to fill the gap between the top/front pieces when they move.
3. Over time, the juncture between the top and front pieces has moved outward, (away from the interior of the building), twisting the vertical, transom bar front piece into a bow shape along its length.
4. The lower courtroom windows are attached to the transom bar front piece, so the movement of the transom bar has moved tops of the lower windows outward as well.
5. The movement of the lower transom bar metal and windows has exposed the exterior edge of the marble soffitwork.
6. The examination of the opening caused by the detachment of the center marble soffit piece revealed that the marble is being held in place by heavy gauge wire, set into the sides of the marble and wrapped over the top of the steel structure within the transom bar.
7. The paint at the exterior sheet, (and the adjoining steel windows), has deteriorated, exposing some of the steel; surface rust has developed where the steel is exposed.

Summary – Materials Condition & Recommendations

General Maintenance: most of the exterior issues that we discovered can be addressed through general maintenance: remove the old paint system and residual rust from all steel surfaces and repaint; re-caulk all joints and openings with new sealant. This recommendation will eliminate further deterioration of the steel surfaces, and can be applied to all four (4) of the courtroom window assemblies at the second floor of the Courthouse, as they all exhibit similar conditions.

Glass: there are specific issues with the art glass and 'clear' glass at the windows, which are addressed more fully within the body of the Study.

Transom Bar: concerning the cause of the movement within the transom bar, our opinion that the water penetration is symptomatic of the real reason, and not the cause. Our observations of the window assemblies within the other three (3) courtrooms indicate similar movement, but not anywhere near that occurring in the southeast courtroom. Our opinion is that the southeast window has had more exposure to the sun than those at the remaining courtrooms, and that each cycle of summer heat/sun has expanded the transom bar (and its steel support structure), slightly warping it outward; then, when the structure within the transom bar straightened as the weather cooled, the steel sheet portion did not quite return to its original shape. 100 years of this movement has warped the transom bar nearly 2 inches at its center.

Our transom bar recommendations considered two scenarios:

a) in order to restore the transom bar to its original shape, removal of all of the windows, including all interior marble pieces, as they all attach to the transom bar steel sheet, would be required; removal of the steel sheet pieces, would be required as well, and replacement with new, as the steel sheet is 'stretched' into its current shape, precluding pressuring it back to its original form.

b) allow the transom bar to remain in its current configuration, but develop a clip piece to tie the front (vertical) sheet back to the steel structure within the transom bar. The purpose of this clip would be to keep the front sheet parallel with the structural steel, so that the current condition would not get any worse.

As the first scenario replaces all of the historic materials at the transom bar and incurs the expense of entirely removing and replacing the windows; and the second scenario stabilizes the existing conditions, resisting future deterioration, while retaining the existing building materials, our opinion is that the second scenario is as effective as the first, without the additional cost and inconvenience.

Marble Soffit: the wire ties at the marble soffit pieces, adjoining the one that displaced, were examined and found to be sound, exhibiting no rust and otherwise not deteriorated. It could not be determined if the wire ties at the soffit piece that displaced had a) deteriorated, allowing it to fall; or b) the marble itself had broken at the wire tie location, allowing it to fall.

The condition of the marble that remains in place at this courtroom and at the remaining courtrooms, and the wire supporting ties, cannot be determined without a more invasive examination; either by removing the marble, (which effectively destroys it), or by optic camera examination (which would require localized removal of portions of the marble).

The available range of options, between regular monitoring, (of the condition the various marble pieces and their position relative to one another and adjoining materials), and invasive examination, (as noted above), should be a topic of discussion by the Board of Supervisors. The authors of this Study would be available such a discussion.

Historic Building Fabric: due to the status of the Woodbury County Courthouse as a Landmark Historic Structure, all activities shall be performed in strict adherence to the Secretary of the Interior's Standards for Historic Preservation.

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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F

#15

Date: 4-14-16

Weekly Agenda Date: 4-19-16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Pat Gil

SUBJECT: Emergency Resolution

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM:

approval of a resolution declaring that a state of emergency exists in regards to windows in

EXECUTIVE SUMMARY:

Countdown 203 of the Woodbury County Courthouse. This resolution is required in order for the Board to act.

BACKGROUND:

Damage to windows was detected and a report was commissioned.

FINANCIAL IMPACT:

undetermined but substantial

RECOMMENDATION:

approve the submitted resolution.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the emergency resolution

RESOLUTION NO. _____

A RESOLUTION DECLARING A STATE OF EMERGENCY EXISTS PERTAINING TO WINDOWS LOCATED IN COURTROOM 203 OF THE WOODBURY COUNTY COURTHOUSE

WHEREAS, the Woodbury County Building Services was notified of damage relating to windows located in Courtroom 203 of the Woodbury County Courthouse and

WHEREAS, Woodbury County engaged Cannon Moss Brygger Architects to inspect the windows in question and

WHEREAS, Cannon Moss Brygger Architects has completed a report and written a letter to the Chairperson of the Woodbury County Supervisors notifying them that in their professional opinion that a state of emergency exists where action is needed immediately to protect from further property damage and prevent serious injury or possible death and

WHEREAS, the Woodbury County Supervisors are convinced the windows in Courtroom 203 of the Woodbury County Courthouse are in need of emergency repair,

BE IT THEREFORE RESOLVED by the Board of Supervisors, Woodbury County, Iowa, hereby declares that a state of emergency exists in regards to the windows in Courtroom 203 of the Woodbury County Courthouse and that immediate action is needed to protect the County from further property damage and to prevent serious injury or possible death.

BE IT FURTHER RESOLVED that the Woodbury County Supervisors intend to take any reasonable action allowable under Iowa Law to protect the County from further property damage and prevent serious injury or possible death.

SO RESOLVED this 19th day of April, 2016

Board Chair: _____

Attestation: _____

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

16

Date: April 14, 2016

Weekly Agenda Date: April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler, Finance/Operations
Controller

WORDING FOR AGENDA ITEM: Discussion and Action For Resolution NO-. _____ Setting Date for a Public Hearing on Amendment to the Liberty Park Urban Renewal Area and Plan.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: This resolution is necessary to expand the Liberty Park Urban Renewal Area and Plan. The expansion will include 143 acres in the City of Sergeant Bluff and 184 acres of industrial property located between the Missouri River and Port Neal Road. Legal descriptions of the property are attached to the Amendment on file in the office of the County Auditor.

BACKGROUND: To proceed with the action of proceeding with an Urban Renewal supported bond, the Urban Renewal Area has to be expanded to include the property mentioned in the executive summary. The County did agree with the City of Sergeant Bluff in a Development Agreement to provide a loan to them in the amount of \$801,000 to be paid back thru TIF revenues generated by the Dogwood Trail properties.

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Approve the resolution setting the date of the public hearing so that the County can proceed with the Urban Renewal Expansion.

ACTION REQUIRED / PROPOSED MOTION: Motion by _____, second by _____ to approve the Resolution setting the date for the public hearing on 2016 Amendment to the Liberty Park Urban Renewal Area and Plan to be held on May 17, 2016 at 4:45 p.m.

Approved by Board of Supervisors April 5, 2016.

SET DATE FOR HEARING ON 2016
AMENDMENT TO URBAN RENEWAL
PLAN

424093-15

Sioux City, Iowa

April 19, 2016

The Board of Supervisors of Woodbury County, Iowa, met on April 19, 2016, at _____ o'clock, __.m., at the Woodbury County Courthouse, Sioux City, Iowa, for the purpose of setting a date for a public hearing on amending an urban renewal area and plan. The Chairperson presided and the roll being called, the following members of the Board were present and absent:

Present: _____

Absent: _____.

The Chairperson announced that an amendment to the County's plan for the Liberty Park Urban Renewal Area had been prepared, related to changing the name of the Urban Renewal Area and adding new property and a project with the city of Sergeant Bluff, and that it was necessary to set a date for a public hearing on that amendment. Accordingly, Supervisor _____ moved the adoption of the following resolution entitled "Resolution setting date for a public hearing on 2016 Amendment to the Liberty Park Urban Renewal Area and plan and the motion was seconded by Supervisor _____.

Following due consideration, the Chairperson put the question on the motion and the roll being called, the following named Supervisors voted:

Ayes: _____

Nays: _____.

Whereupon, the Chairperson declared the resolution duly adopted, as follows:

RESOLUTION NO. _____

Setting date for a public hearing on 2016 Amendment to the Liberty Park Urban Renewal Area and Plan

WHEREAS, the Board of Supervisors of Woodbury County, Iowa (the "County") has created the Liberty Park Urban Renewal Area (the "Urban Renewal Area") and has approved an urban renewal plan for the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires that, before a county approves any new urban renewal project, a county must amend the existing urban renewal plan to describe and include that new project; and

WHEREAS, an amendment to the urban renewal plan for the Urban Renewal Area has been prepared which proposes to change the name of the Urban Renewal Area to Grow Woodbury County Urban Renewal Area, and to add new property and a project with the city of Sergeant Bluff, and

WHEREAS, it is necessary that a date be set for a public hearing on this proposal;

NOW, THEREFORE, Be It Resolved by the Board of Supervisors of Woodbury County, Iowa, as follows:

Section 1. This Board will meet at the Woodbury County Courthouse, Sioux City, Iowa, on the 17th day of May, 2016, at _____ o'clock a.m., at which time and place it will hold a public hearing on the proposed 2016 amendment to the Urban Renewal Area and plan

Section 2. Notice of the hearing shall be published, the same being in the form attached to this resolution, which publication shall be made in a newspaper of general circulation in Woodbury County, which publication shall be not less than four (4) nor more than twenty (20) days before the date set for the hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, Dennis Butler is hereby designated as the County's representative in connection with the consultation process which is required under that section of the urban renewal law.

Passed and approved April 19, 2016.

Chairperson, Board of Supervisors

Attest:

County Auditor

NOTICE OF A PUBLIC HEARING ON 2016 AMENDMENT TO THE
LIBERTY PARK URBAN RENEWAL AREA AND PLAN

Notice Is Hereby Given: That at _____ o'clock a.m., at the Woodbury County Courthouse, Sioux City, Iowa, on the 17th day of May, 2016, the Board of Supervisors of Woodbury County will hold a public hearing on the question of amending the Liberty Park Urban Renewal Area (the "Urban Renewal Area") and the urban renewal plan for the Urban Renewal Area, pursuant to Chapter 403 of the Code of Iowa, to change the name of the Urban Renewal Area to Grow Woodbury County Urban Renewal Area, and to add new property and a project with the city of Sergeant Bluff.

The new project is related to an agreement between the County and the City of Sergeant Bluff pursuant to which the County will provide financing to the City for the construction of the City's Dogwood Trail street improvement project, and the County will be reimbursed from incremental property tax revenues that will be generated from property that abuts the project.

The property that is being added to the Urban Renewal Area includes 143 acres located in the City of Sergeant Bluff and 184 acres of industrial property located between the Missouri River and Port Neal Road. Legal descriptions of the property are attached to the Amendment on file in the office of the County Auditor.

At the hearing any interested person may file written objections or comments and may be heard with respect to the subject matter of the hearing.

Pat Gill
County Auditor

• • • • •

On motion and vote the meeting adjourned.

Chairperson, Board of Supervisors

Attest:

County Auditor

STATE OF IOWA
WOODBURY COUNTY

SS:

I, the undersigned, Auditor of Woodbury County, Iowa, do hereby certify that as such I have in my possession or have access to the complete records of the County and of its officers; and that I have carefully compared the transcript hereto attached with those records and that the attached is a true, correct and complete copy of the records relating to the action taken by the Board of Supervisors preliminary to and in connection with setting a date for a public hearing on the 2016 Amendment to the Liberty Park Urban Renewal Area and plan.

WITNESS my hand this ____ day of _____, 2016.

County Auditor

STATE OF IOWA
WOODBURY COUNTY

SS:

I, the undersigned, Auditor of Woodbury County, Iowa do hereby certify that pursuant to the resolution of its Board of Supervisors fixing the date of a public hearing on the 2016 Amendment to the Liberty Park Urban Renewal Area and plan, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the County.

WITNESS my hand this ____ day of _____, 2016.

County Auditor

(Attach here publisher's affidavit of publication of notice.)

April 14, 2016

Dennis Butler
Woodbury County Courthouse
620 Douglas
Sioux City, Iowa 51101

Re: Urban Renewal Area/2016 Amendment

Our File No. 424093-15

Dear Dennis:

I have prepared materials which will enable your Board of Supervisors to act on April 19 to set May 17 as the date for a public hearing on the 2016 amendment to the urban renewal plan for the Liberty Park Urban Renewal Area.

The notice which is included in the enclosed resolution must be published once, not less than four (4) nor more than twenty (20) days prior to the date selected for the hearing, in a newspaper of general circulation in the County. You may also publish in the other official County newspapers, if you wish. Please email or fax a copy of the published notice to our office at (515) 283-1060.

Please send us one fully executed set of the proceedings once all the actions have been taken. Please contact me if you have any questions.

Very truly yours,

Robert E. Josten

#17a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jered Jepson, Woodbury Co. Weed Commissioner

WORDING FOR AGENDA ITEM: Consideration of Annual Weed Destruction Order

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: The board of supervisors of each county may each year, upon recommendation of the county weed commissioner by resolution prescribe and order a program of weed control for purposes of complying with all sections of chapter 317 of the Code of Iowa. The program for weed control ordered or adopted by the county board of supervisors shall provide that spraying for control of weeds shall be limited to those circumstances when it is not practical to mow or otherwise control the weeds.

BACKGROUND: Resolution is passed annually by the Board of Supervisors.

FINANCIAL IMPACT: Weed eradication and county weed commissioner services are budgeted items

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

Yes No

RECOMMENDATION: Recommend approval of the weed destruction order.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve the annual weed destruction order.

Approved by Board of Supervisors April 5, 2016.

WOODBURY COUNTY, IOWA
RESOLUTION NO. _____
WEED DESTRUCTION ORDER

WHEREAS, it is the responsibility of each of Iowa County's Board of Supervisors to enforce the provisions of Chapter 317 of the Code of Iowa as amended with regard to the destruction of weeds, and

WHEREAS, under Chapter 317 of the Code of Iowa as amended each county Board of Supervisors must prescribe and order a program of weed destruction to be followed by landowners, tenants, and other persons in possession or control of land, and

WHEREAS, it has been determined by the Woodbury County Board of Supervisors that a program of weed destruction for the year 2016 is necessary,

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa that each landowner, tenant or other person in possession or control of private land shall on or before the dates stated below, destroy the below-listed noxious weeds on their land by spraying them with a suitable herbicide in a strength sufficient to kill such weeds.

1. May 16, 2016 - for musk, thistle, sow thistle, bull thistle, leafy spurge, perennial pepper grass, sour dock perennial, smooth dock perennial, and sheep sorrel perennial.
2. June 6, 2016 - for Canada thistle, Russian knapweed, buckhorn perennial, wild mustard annual, horse nettle, and teasel biennial.
3. June 13, 2016 - for field bindweed, wild carrot biennial, and quack grass.
4. June 20, 2016 - for butterprint annual, puncture vine annual, and cocklebur annual.
5. July 4, 2016 - for wild sunflower annual and poison hemlock.
6. October 3, 2016 - all thistles in the rosette stage.

BE IT FURTHER RESOLVED AND ORDERED that any person using county road Right-of-Way for haying or grazing are responsible for following the labeled restrictions listed on the following products used by Woodbury County Weed Commissioner: Grazon P&D, Streamline, and Perspective.

BE IT FURTHER RESOLVED AND ORDERED that all weeds on county trunk and local roads and between the fence lines of such roads, whether they be noxious weeds or other weeds, shall be cut or otherwise destroyed, to prevent seed production, by the owner of the land adjoining the road on or before June 17, 2016.

BE IT FURTHER RESOLVED that weeds that are not destroyed in compliance with the above order may be destroyed by the Weed Commissioner, and the costs of destruction by the Weed Commissioner, including the cost of serving notice, plus a penalty of twenty-five percent of total costs shall be assessed against the property upon which the weeds were destroyed, in the case of private lands, or against the adjoining land, in the case of weeds on county roads. Landowners are to contact Weed Commissioner and notify him if there are areas that should not be sprayed with herbicides.

#176

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consideration of permit for overhead or underground utilities in the Highway Right of Way.

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"/>

EXECUTIVE SUMMARY: Oak Hill Consulting, on behalf of the Western Iowa Telephone Association of Lawton is proposing to install a 48 line fiber optic cable connecting Bronson to the Long Lines/Sergeant Bluff exchange.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: No impact to county budget.

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

Yes No

RECOMMENDATION: Recommend approval of the permit for overhead or underground utilities in the Highway Right of Way.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve a permit for overhead or underground utilities in the Highway Right of Way for Oak Hill Consulting.

Approved by Board of Supervisors April 5, 2016.

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

REQUEST BY APPLICANT:

Name Western Iowa Telephone Association Highway 210th Street & Old Hwy 141
Address 202 Cedar Street, PO Box 38 Lawton, IA 51030 Township Woodbury
City of _____

Office Phone 712-944-5711 Local Phone _____ Section: $\frac{1}{4}$ of $\frac{1}{4}$ Sec
Type of Utility Installation Buried Fiber Optic Cable T 88 N, R 46.47W
Plans Prepared By Laurence Butler, Oak Hill Consulting, Inc. Copy Enclosed Yes _____ No
Map Showing Location Enclosed Yes _____ No
Utility Location is cross right-of-way parallel to right-of-way
 overhead underground

Proposed Method of Installation

_____ tunnel _____ suspend on poles _____ cased
_____ jack & bore _____ suspend on towers _____ trench
_____ open cut plow & Directional Bore

Estimated Starting Date June 1, 2016 Estimated Restoration Date August 31, 2016

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

By Laurence Butler Title Engineer
(Signature of Authorized Utility Representative) Date April 11, 2016

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

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

Date _____

By _____ Title _____
(Signature of Woodbury County Engineer)

Date _____

Other Special Provisions:

Contractor to bore under or around all county structures and bridges. No lines shall be installed above county structures or attached to county bridges.

Permit Provisions and Conditions of Issuance

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

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

Approved 1/19/99

#17c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consideration of approval of contract for supply of corrugated metal pipe culverts for 2016

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: The secondary road department accepted quotations for corrugated metal pipe culverts for stock and special projects for 2016. Quotes were received on March 22, 2016 and awarded to Metal Culverts of Jefferson City, Missouri on March 29, 2016. The contract has been returned for Board of Supervisors approval.

BACKGROUND: The road department annually takes quotes for pipe culverts for use within county rights of way.

FINANCIAL IMPACT: Culverts are paid for as an annual budget item from secondary road funds.

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

Yes No

RECOMMENDATION: Recommend approval of the material supply contract for corrugated metal pipes for 2016.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve the contract for corrugated metal pipe culverts for 2016 with Metal Culverts Inc.

Approved by Board of Supervisors April 5, 2016.

Project No. CP-2016
County Woodbury

MATERIAL CONTRACT

THIS AGREEMENT made and entered into by and between Woodbury County, by its Board of Supervisors, consisting of the following members: Jeremy Taylor, Mark Monson, Larry D. Clausen, Jaclyn Smith., and Matthew Ung

party of the first part, and Metal Culverts Inc.
of Jefferson City, MO, party of the second part.

WITNESSETH: That the party of the second part, for and in consideration of -----
Ninety Nine Thousand Five Hundred Seventy Two Dollars and 33/100 Dollars
(\$99,572.33) payable as set forth in the specifications constituting a part of this contract, hereby agrees to furnish f.o.b. the locations as designated in the Instruction to Bidders, and within the time specified therein the various items of material listed below as follows: Complete delivery of all materials on or before the 1st day of June 2016 (Corrugated metal culvert pipe per letting date March 22, 2016).

Item No.	Description	Quantities Total Lin. Ft.	Unit Price Dollars	Dollar Amount
1.	24" Culvert Pipe	2,334 L.F.	\$15.06 Per Lin. Ft.	\$ 35,150.04
2.	30" Culvert Pipe	254 L.F.	\$18.49 Per Lin Ft.	\$ 4,696.46
3.	36" Culvert Pipe	468 L. F.	\$22.06 Per Lin Ft.	\$ 10,324.08
4.	24" Bands	125 Each	\$30.12 Each	\$ 3,765.00
5.	30" Bands	15 Each	\$36.98 Each	\$ 554.70
6.	36" Bands	25 Each	\$44.12 Each	\$ 1,103.00
7.	Special Pipe 2016-2	1 L. S.	\$9,979.45	\$ 9,979.45
8.	Special Pipe 2016-3	1 L. S.	\$33,999.60	\$ 33,999.60
			TOTAL	\$ 99,572.33

NOTE: Fabricated lengths and delivery sites will be per LETTING NOTICE Sheet 5,6,7 and 8

That at the option of the Party of the First Part, the amounts of materials may be increased or decrease within thirty (30) days from date thereof, not to exceed ten (10) per cent, without invalidating this contract. Department of Transportation

That the Proposal, Instructions to Bidders, specific Contract and the Specifications of the Iowa Department of Transportation date of Series, 2011 covering the various kinds or classes of material herein specified, are and constitute the contract between the parties hereto, and that all material furnished shall comply with requirements thereof.

That the dates of delivery specified in the Proposal are of the essence of this contract and a failure to make delivery by the specified date of delivery shall constitute a breach of this contract, and the Party of the First Part may thereafter purchase such material at its option, and the difference in cost, if any, between the amounts so paid for the material and the contract price for the same shall constitute the measure of damage to be paid by the Party of the Second Part to the Party of the First Part for such breach.

That in consideration of the foregoing, the Party of the First Part agrees to inspect all material promptly upon delivery and to pay to the Party of the Second Part the sums as set forth in the contract promptly after the inspection and acceptance of the material.

In WITNESS WHEREOF, the parties hereto have set their hands for the purpose herein expressed, to this and three other instruments of like tenor, this _____ day of _____, 2016.

Woodbury County, Iowa
Party of the First Part

By _____
Jeremy Taylor, Chairman
Metal Culverts Inc.

By Emily Spenser

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

#17d

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consideration of permit to work in the Highway Right of Way.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Soil Solutions has requested a permit to work in the right of way to allow them to clean Lateral E of the Farmer's drainage ditch adjacent to 250th Street. County staff will check elevations to assure that the ditch is sloped to drain.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: No impact to county budget.

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

Yes No

RECOMMENDATION: Recommend approval of the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve a permit to work in the right of way for Soil Solutions.

Approved by Board of Supervisors April 5, 2016.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Soil Solutions Phone No.: 712-490-3079

Mailing Address: 2120 Pearl Street Onawa IA 51040

Township: Grange & Liberty Section: 18 Grange & 13 Liberty

Woodbury County, State of Iowa, and Kevin Heck (Soil Solutions) (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Clean out of Lateral E (Farmers) in Contract with The Farmers District. See Attached

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

L. Woodbury County agrees to provide the following contribution toward completion of this project:
Survey & Stakes for cuts not to exceed. Soil Solutions
will contact Woodbury County 24 hours prior to starting cleanup.

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the _____ day of _____, 2011.

Entered into this _____ day of _____, 2011.



Signature of Property Owner or Authorized Representative

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors



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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: <u>Mark J. Nahra, Woodbury County Engineer</u>		
WORDING FOR AGENDA ITEM: <u>Consideration of permit to work in the Highway Right of Way.</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"/>

EXECUTIVE SUMMARY: Cardis Manufacturing has requested a permit to work in the right of way to allow them to cut a driveway opening in the curb of Grandy Avenue off of Hwy 20. The secondary road department has approved a driveway at the location for this curb cut. Cardis plans to move its business to this site near the storage buildings off of Highway 20.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: No impact to county budget.

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

Yes No

RECOMMENDATION: Recommend approval of the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve a permit to work in the right of way for Cardis Manufacturing.

Approved by Board of Supervisors April 5, 2016.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Cardis Mfg. % Chris Miller Phone No.: 712-389-2640

Mailing Address: 1530 Tri View Ave Sioux City, IA 51103

Township: Woodbury Section: 3

Woodbury County, State of Iowa, and Cardis Mfg. (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Permittee to grind curb for a driveway entrance off Grandy Ave. for new business entrance. Permit for entrance/curb grinding allows permittee to grind curb 200' south of Hwy 20 ROW to create 40' wide entrance

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

- A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.
- B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.
- C. In placing any drainage structure, no natural drainage course will be altered or blocked.
- D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.
- E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

L. Woodbury County agrees to provide the following contribution toward completion of this project:

_____ *none - call for final inspection when done.* _____

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 30th day of June, 2016

Entered into this 11th day of April, 2016

for Cardis Mfg. [Signature]

Signature of Property Owner or Authorized Representative

Mark J. Mahon

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

WOODBURY COUNTY HIGHWAY DEPARTMENT

COUNTY ENGINEER'S OFFICE

(Permit application for entrance to County Secondary Road)

Permit Number _____

Applicant Cardis Mfg. (Owner or Owners of Record)

Address 1530 Tri View Ave. Sioux City, IA 51103 Date April 11, 2016

A permit is hereby requested for a Driveway entrance
(Field or Driveway)

access into Woodbury County Secondary Road right-of-way.

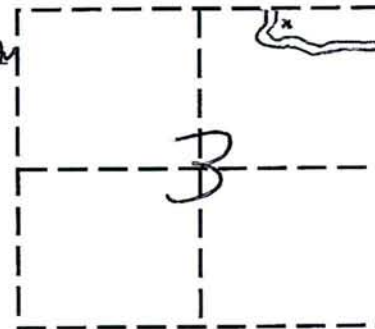
Proposed entrance is located between Hwy 20 and Buchanan Av
(Road Name) (Road Name)

on Grandly Ave., on the _____ line of Sec. 3 T 88 N,
(Road Name)

R 46 W, Civil Township Woodbury

More specifically described as follows:

Curb grinding up to 40' approx 200' south of Hwy 20 ROW line.



(Mark location by X)

The applicant agrees that if granted a permit for the above-described entrance, the following stipulations shall govern.

1. If in the opinion of the Woodbury County Engineer a culvert pipe is needed in said entrance for proper drainage, the applicant will pay Woodbury County for furnishing said culvert pipe. Woodbury County will install said culvert pipe and build drive or entrance at no further cost to the applicant. If in the opinion of the County Engineer a Culvert Pipe is not necessary, Woodbury County will build drive or entrance at no cost to the applicant.
2. Non-compliance with any of the terms of the Highway Department policy, permit, or agreement, may be considered cause for revocation of the permit. The cost of any work caused to be performed by the County in removal of non-complying construction will be assessed against the applicant.
3. Stipulations and requirements contained herein are not intended to waive greater requirements of any local zoning ordinance.

Applicant's Cost:

Signed Cardis Mfg. - see permit to work in ROW Telephone 712-389-2640
Applicant (Owner or Owners of Record)

Address new address to be determined by Emergency Services.

Recommended for approval by Mark J. Nelson
Engineering Department

Recommended for approval by _____
Zoning Administrator

#17f

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consideration of permit to work in the Highway Right of Way.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Greg Trucke has requested a permit to work in the right of way to allow the shaping of the backslope within the right of way adjacent to his property at 1947 Old Highway 141. I have reviewed the proposed project and recommend approval of the project.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: No impact to county budget.

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

Yes No

RECOMMENDATION: Recommend approval of the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve a permit to work in the right of way for Greg Trucke.

Approved by Board of Supervisors April 5, 2016.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Greg Trucke Phone No.: 712-251-3737

Mailing Address: 1953 Old Hwy 141, Branson, IA 51007

Township: Floyd Section: 32

Woodbury County, State of Iowa, and Greg Trucke (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

May shape backslope from driveway to 1941 Old Hwy 141 to 1953 Old Hwy 141. May shape ditch bottom at high spots between drives. Permittee will reseed ditch and backslope when done.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA. This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

L. Woodbury County agrees to provide the following contribution toward completion of this project:

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 31st day of August, 2016.

Entered into this 11th day of April, 2016.



Signature of Property Owner or Authorized Representative



Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#179

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consideration of permit to work in the Highway Right of Way.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Bret Johnston has requested a permit to work in the right of way to allow the replacement of a private cross road drainage culvert under 230th Street east of Carroll Avenue.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: No impact to county budget.

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

Yes No

RECOMMENDATION: Recommend approval of the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve a permit to work in the right of way for Brett Johnston.

Approved by Board of Supervisors April 5, 2016.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

2-2006

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Brett Johnston Phone No.: 712 490 8241

Mailing Address: 232 MAPE ST WHITING IA

Township: LIBERTY Section: 12 NW

Woodbury County, State of Iowa, and LEO JOCHUM (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

From intersection of Carroll Ave and 230th st go east
about 2700 ft to white flags. Needing to replace tube
under the road.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

L. Woodbury County agrees to provide the following contribution toward completion of this project:

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 2nd day of May, 2016.

Entered into this 3rd day of April, 2016.



Signature of Property Owner or Authorized Representative



Woodbury County Engineer

Chair, Woodbury County Board of Supervisors



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consider of award of bid for Bridge Project BROS-CO97(120)—5F-97

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY: The Board of Supervisors received bids through the Iowa DOT letting in Ames for county bridge replacement project BROS-CO97(120)—5F-97 on March 15, 2016. Iowa DOT has returned an award recommendation for the Board's consideration.

BACKGROUND: Bridge U-17-3 is on 280th Street north of Hornick, about 0.50 miles west of the Old Highway 141. This bridge was scheduled for replacement in FY 2016 and has a 10 ton load posting, which restricted farm travel in the area. This bridge has been in the five year construction program for replacement in FY 2016. The county engineering department has completed design work and received required permits to allow construction. Temporary construction easements and permanent easements have been secured from the neighboring landowner.

FINANCIAL IMPACT: This project is paid for by 80% federal aid bridge funds and 20% county farm to market road funds.

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

Yes No

RECOMMENDATION: Award the bridge project to the low bidder, Graves Construction.

ACTION REQUIRED / PROPOSED MOTION: Motion to award Project BROS-CO97(120)—5F-97 to Graves Construction for \$904,806.92.

Approved by Board of Supervisors April 5, 2016.



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consider of award of bid for Bridge Project L-B(X14)—73-97

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: The Board of Supervisors received bids for county bridge replacement project L-B(X14)—73-97 on April 5, 2016. Two contractors submitted bids as shown on the attached bid tabulation.

BACKGROUND: Bridge X14 is on 280th Street north of Danbury, about 0.20 miles west of the Danbury Blacktop. This bridge was scheduled for replacement in FY 2016, but had to be closed in early 2015 due to failure of one of the wing walls on the existing bridge. The existing bridge, prior to the structural failure, had a 10 ton load posting, which restricted farm travel in the area. Area agricultural operators have been confined by restrictions on this structure and a load restricted greenwood structure on Pocahontas Avenue. This bridge has been in the five year construction program for replacement in FY 2016. The county engineering department has completed design work and received required permits to allow construction. Temporary construction easements have been secured from the neighboring landowner.

FINANCIAL IMPACT: This project is paid for by local secondary road funds.

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

Yes No

RECOMMENDATION: Award the bridge project to the low bidder, Graves Construction.

ACTION REQUIRED / PROPOSED MOTION: Motion to award Project L-B(X14)—73-97 to Graves Construction for \$490,806.48.

Approved by Board of Supervisors April 5, 2016.

TABULATION OF BIDS

PROJECT NO. L-B(X14)-73-97
 LETTING: TUESDAY, April 05, 2016
 BRIDGE REPLACEMENT CONCRETE SLAB
 IN SECTION 5 T86N, R42W

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

		** Engineer's Estimate		* Dixon Construction * 409 Driftwood St. * Correctionville, Iowa 51016		* Graves Construction * 1810 340th Street * Spencer, Iowa 51301					
ITEM NO	ITEM	QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
											* SUMMARY OF BIDS
1	Clearing and Grubbing	0.70 Acres	\$ 10,000.00	\$ 7,000.00	\$ 7,000.00	\$ 4,900.00	\$ 5,000.00	\$ 3,500.00	\$ -	\$ -	1) Graves \$490,806.48
2	Excavation Class 10 Roadway	510 Cu.Yds.	\$ 20.00	\$ 10,200.00	\$ 15.00	\$ 7,650.00	\$ 8.00	\$ 4,080.00	\$ -	\$ -	2) Dixon \$499,745.90
3	Excavation Class 10 Channel	1,691 Cu.Yds.	\$ 8.00	\$ 13,528.00	\$ 5.00	\$ 8,455.00	\$ 5.00	\$ 8,455.00	\$ -	\$ -	Engineer's Est. \$604,248.40
4	Removal of Existing Bridge	1 L.S.	\$ 40,000.00	\$ 40,000.00	\$ 28,000.00	\$ 28,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	
5	Excavation Class 20	116 Cu. Yds.	\$ 35.00	\$ 4,060.00	\$ 30.00	\$ 3,480.00	\$ 40.00	\$ 4,640.00	\$ -	\$ -	
6	Structural Concrete (Bridge)	217.3 Cu. Yds.	\$ 620.00	\$ 134,726.00	\$ 525.00	\$ 114,082.50	\$ 540.00	\$ 117,342.00	\$ -	\$ -	
7	Reinforcing Steel	4,056 Lbs.	\$ 1.40	\$ 5,678.40	\$ 1.00	\$ 4,056.00	\$ 4.00	\$ 16,224.00	\$ -	\$ -	
8	Reinforcing Steel Epoxy Coated	50,576 Lbs.	\$ 1.50	\$ 75,864.00	\$ 1.00	\$ 50,576.00	\$ 0.98	\$ 49,564.48	\$ -	\$ -	
9	Concrete Open Railing, TL-4	204.5 L.F.	\$ 90.00	\$ 18,405.00	\$ 75.00	\$ 15,337.50	\$ 72.00	\$ 14,724.00	\$ -	\$ -	
10	Piles, Steel HP 10 x 42	700 L.F.	\$ 49.00	\$ 34,300.00	\$ 35.00	\$ 24,500.00	\$ 34.00	\$ 23,800.00	\$ -	\$ -	
11	Piles, Steel HP 12 x 53	960 L.F.	\$ 59.00	\$ 56,640.00	\$ 40.00	\$ 38,400.00	\$ 38.00	\$ 36,480.00	\$ -	\$ -	
12	Concrete Encasement of Steel H Pile 12X53	320 L.F.	\$ 160.00	\$ 51,200.00	\$ 175.00	\$ 56,000.00	\$ 200.00	\$ 64,000.00	\$ -	\$ -	
13	Steel Beam Guardrail Transition Section	4 Each	\$ 2,000.00	\$ 8,000.00	\$ 1,900.00	\$ 7,600.00	\$ 1,960.00	\$ 7,840.00	\$ -	\$ -	
14	Steel Beam Guardrail End Anchor, Bolted	4 Each	\$ 350.00	\$ 1,400.00	\$ 190.00	\$ 760.00	\$ 400.00	\$ 1,600.00	\$ -	\$ -	
15	Steel Beam Guardrail End Anchor, Terminal	4 Each	\$ 2,000.00	\$ 8,000.00	\$ 1,900.00	\$ 7,600.00	\$ 2,430.00	\$ 9,720.00	\$ -	\$ -	
16	Engineering Fabric	582 S.Y.	\$ 3.00	\$ 1,746.00	\$ 2.70	\$ 1,571.40	\$ 3.00	\$ 1,746.00	\$ -	\$ -	
17	Revetment, Class E	688 Ton	\$ 55.00	\$ 37,840.00	\$ 52.00	\$ 35,776.00	\$ 50.00	\$ 34,400.00	\$ -	\$ -	
18	Safety Closure	2 Each	\$ 200.00	\$ 400.00	\$ 150.00	\$ 300.00	\$ 150.00	\$ 300.00	\$ -	\$ -	
19	Traffic Control	1 L.S.	\$ 6,000.00	\$ 6,000.00	\$ 5,700.00	\$ 5,700.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	
20	Mobilization	1 L.S.	\$ 80,000.00	\$ 80,000.00	\$ 75,000.00	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	
21	Modified Class C Gravel	44 Ton	\$ 35.00	\$ 1,540.00	\$ 28.00	\$ 1,232.00	\$ 20.00	\$ 880.00	\$ -	\$ -	
22	Mulching	0.7 Acre	\$ 2,000.00	\$ 1,400.00	\$ 1,000.00	\$ 700.00	\$ 1,200.00	\$ 840.00	\$ -	\$ -	
23	Seeding and Fertilizing (Rural)	0.7 Acre	\$ 2,000.00	\$ 1,400.00	\$ 5,000.00	\$ 3,500.00	\$ 2,500.00	\$ 1,750.00	\$ -	\$ -	
24	Silt Fence	1,406 L.F.	\$ 3.50	\$ 4,921.00	\$ 3.25	\$ 4,569.50	\$ 3.50	\$ 4,921.00	\$ -	\$ -	
TOTAL				\$ 604,248.40		\$ 499,745.90		\$ 490,806.48	\$ -	\$ -	

#17j

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: Consider of award of bid for Bridge Project FEMA11-73-97

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY: The Secondary Road Department received bids for a repair project designated FEMA Site 11--73-97 on April 12, 2016. The project involves repair to a Hungry Canyons stream protection weir that was damaged during the June 2014 flood event.

BACKGROUND: The weir was damaged during the flood event. In addition to repairing the weir, Hungry Canyons funding will allow the county to update the weir to meet current best design practices. FEMA funding is used to repair the weir to pre-flood condition. The Hungry Canyons funding will allow the county to enhance the resiliency of the weir to resist future floods.

FINANCIAL IMPACT: This project is paid for by a combination of FEMA, Hungry Canyon, and local secondary road funds.

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

Yes No

RECOMMENDATION: Award the bridge project to the low bidder, Niewohner Construction.

ACTION REQUIRED / PROPOSED MOTION: Motion to award Project FEMA Site 11--73-97 to Niewohner Construction for \$161,796.40.

Approved by Board of Supervisors April 5, 2016.

TABULATION OF BIDS

PROJECT NO. FEMA Site 11--73-97
 LETTING: TUESDAY, APRIL 12, 2016
 Weir Repair Section 36-88-45

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

		**		**		*		*		*		*				
		** Engineer's Estimate		* L.A. Carlson Contracting		* Niewohner Construction Inc.		* Nelson & Rock Contracting								
				* 20984 C-43		* 309 East Iowa Ave.		* 23565 Hwy K45								
				* Merrill, Iowa 51038-8674		* Onawa, Iowa 51040		* Onawa, Iowa 51040								
ITEM NO	ITEM	QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	SUMMARY OF BIDS					
1	Clearing and Grubbing	0.50	Acre	\$ 4,000.00	\$ 2,000.00	\$ 10,000.00	\$ 5,000.00	\$ 1,000.00	\$ 500.00	\$ 10,000.00	\$ 5,000.00					
2	Excavation Class 12, Boulders Rock Frag	467	C.Y.	\$ 20.00	\$ 9,340.00	\$ 6.00	\$ 2,802.00	\$ 10.00	\$ 4,670.00	\$ 5.00	\$ 2,335.00	1) Niewohner Const. \$ 161,796.40				
3	Excavation Class 10 Channel	460	C.Y.	\$ 15.00	\$ 6,900.00	\$ 6.00	\$ 2,760.00	\$ 8.00	\$ 3,680.00	\$ 20.00	\$ 9,200.00	2) Nelson & Rock \$ 203,096.80				
4	Temporary Stream Diversion	1	Each	\$ 3,000.00	\$ 3,000.00	\$ 15,000.00	\$ 15,000.00	\$ 3,000.00	\$ 3,000.00	\$ 13,000.00	\$ 13,000.00	3) L.A. Carlson \$ 204,254.00				
5	Engineering Fabric	700	S.Y.	\$ 5.00	\$ 3,500.00	\$ 3.00	\$ 2,100.00	\$ 3.00	\$ 2,100.00	\$ 4.00	\$ 2,800.00	Engineer's Est. \$ 229,906.00				
6	Concrete Grout for Revetment or gabion	80	C.Y.	\$ 400.00	\$ 32,000.00	\$ 350.00	\$ 28,000.00	\$ 250.00	\$ 20,000.00	\$ 350.00	\$ 28,000.00					
7	Revetment Class B	1,750	Ton	\$ 54.00	\$ 94,500.00	\$ 48.00	\$ 84,000.00	\$ 41.60	\$ 72,800.00	\$ 46.20	\$ 80,850.00					
8	Revetment Class E	1,179	Ton	\$ 54.00	\$ 63,666.00	\$ 48.00	\$ 56,592.00	\$ 41.60	\$ 49,046.40	\$ 44.20	\$ 52,111.80					
9	Mobilization	1	L.S.	\$ 15,000.00	\$ 15,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00	\$ 9,800.00	\$ 9,800.00					
				TOTAL	\$ 229,906.00		\$ 204,254.00		\$ 161,796.40		\$ 203,096.80					

#18

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

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

WORDING FOR AGENDA ITEM: **Wolf Creek Drainage District Trustees Meeting: Consideration of proposals for bank repair on the Wolf Creek Drainage District**

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

EXECUTIVE SUMMARY: The Board of Supervisors, serving as drainage district trustees, is responsible for the maintenance and repair of the Wolf Creek Drainage District. The Board directed the county engineer arrange bank repairs in response to a complaint by Millard Hair. On April 13, I met with three contractors to view the repairs. In addition to the site that had prompted the initial complaint, four additional sites were identified. The cost of the repair will be in excess of the original estimate discussed with the Board.

BACKGROUND: Work in drainage districts is subject to the approval of the Board of Supervisors acting as trustees for the drainage district.

FINANCIAL IMPACT: Repair costs will be levied against properties within the Wolf Creek Drainage district.

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

Yes No

RECOMMENDATION: Details and quotations for the work are due Tuesday, April 19, 2016 at noon. They will be shared with the Trustees during the board session.

ACTION REQUIRED / PROPOSED MOTION: Motion will be based on board discussion.

Approved by Board of Supervisors April 5, 2016.

**WOODBURY COUNTY ENGINEER
DRAINAGE DISTRICT WORK REQUEST FORM**

Return form to:

WOODBURY COUNTY BOARD OF SUPERVISORS
620 DOUGLAS STREET, ROOM 125
SIOUX CITY, IA 51101

REQUEST NO. 1

Drainage District of Complaint: <i>Wolf Creek Drainage District</i>		
Requested by: <i>Millard Hair</i>	Date: <i>11/16/2015</i>	Phone Number: <i>712-874-008777 3362</i>
Address: <i>2988 Humboldt Ave</i>		Cell Phone Number: <i>712-870-0379</i>
City, State, Zip Code: <i>Hornick, IA 51020</i>		<input checked="" type="radio"/> Landowner <input type="radio"/> Tenant (Circle one)
Location of Property (Township, Section, Range and Quarter Section): <i>11-86-45 Willow Township</i> <i>South of 290th Street on right bank of Wolf Creek</i>		

Nature of Complaint: *Dike is holed in several places by summer storm event. Dike was overtopped by flooding. Much of length requires repair and strengthening.*

Received By: <i>Mark J. Nolan</i>	Date: <i>11/16/2015</i>	Landowner or tenant signature: <i>Millard Hair</i>
--------------------------------------	----------------------------	---

Disposal of complaint: *Discussed board mtg. of 11/24/2015 - Assigned to county engineer to arrange joint meet w/ landowner and contractors to view & provide quotes for damage repair. MJA*

#19

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: April 15, 2016

Weekly Agenda Date: April 19, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisors Jeremy Taylor

WORDING FOR AGENDA ITEM: Discussion and action on Centers Against Abuse & Sexual Assault - Denim Day on April 27, 2016

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY: Chris Garthright from the Sheriff's Office requested that the County participate in this campaign.

BACKGROUND: The County has participated in other campaigns in the past.

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Approve making April 27th Denim Day



P.O. Box 1565
Sioux City, IA 51105
24hr Crisis Line 1-877-362-4612
712-277-0131(Office)
Maria@caasaonline.org
Margarita@caasaonline.org

DENIM DAY April 27th 2016

Denim Day is a campaign to prevent Sexual abuse through education and public awareness. April is Sexual Violence Awareness Month, and Denim Day is a call to action for all people to come together by wearing denim as a visible sign of protest against sexual violence. By participating in Denim Day this April 27, 2016 you can play a role in the prevention of sexual assault. This year we ask community members, elected officials, businesses and students to make a social statement with their fashion on April 27, 2016 to wear jeans as a visual sign of your support for survivors of sexual violence, and participants will also receive a sticker letting everyone know why they're wearing jeans. We can stand together to support survivors and show that we will not accept sexual violence in our community.

Why denim? Denim Day has been internationally celebrated since 1999 in protest of an Italian Supreme Court ruling that overturned a rape conviction because the victim was wearing jeans. In 1992, an 18-year-old girl in Italy was raped by her driving instructor during a driving lesson. He was convicted, but in 1999, the Court overturned the verdict on the premise that "because the victim wore very, very tight jeans, she had to help him remove them, and by removing the jeans it was no longer rape but consensual sex."

Women of the Italian Legislature protested the decision by wearing jeans to work. As news of the decision spread, so did the protest. In April 1999, a social service agency in Los Angeles established the first Denim Day in the United States.

Centers Against Abuse and Sexual Assault (CAASA), carries on this tradition. We wear denim to dispel harmful myths about sexual violence and survivors.

CAASA is a non-profit agency that provides services to victims of sexual abuse. CAASA served 650 new survivors this past year. It is happening here and it takes local awareness, protest, and your help to end sexual violence.

We invite your workplace or school to join us! Raise awareness and funds to help survivors of sexual assault by inviting employees to donate \$5 to CAASA for the chance to wear jeans for a day or contact us for Denim Day stickers that you can wear any time. All donations raised will fund CAASA to offer resources to survivors of sexual abuse.

If you are interested please contact Maria at Maria@caasaonline.org or Margarita at Margarita@caasaonline.org (712-277-0131) for Denim Day packets that include posters and stickers representing Denim Day and a return envelope for donations. Thank you for your commitment to services for survivors of sexual abuse!

DENIM DAY

April, 27th 2016

April is Sexual Assault Awareness Month!

Help us and show your support to survivors by taking part in Denim Day 2016.

Donate \$5.00 to Centers Against Abuse and Sexual Assault (CAASA) to wear jeans to work on **April 27th 2016**

Thank you for your support!



24/7 HOPE line- 1-877-362-4612

Margarita@caasaonline.org or Maria@caasaonline.org

www.caasaonline.org



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE



Date: April 13, 2016

Weekly Agenda Date: April 19, 2016

DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
SUBJECT: Chairman's Report		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input checked="" type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: Chairman's Report

EXECUTIVE SUMMARY: In order to keep the Board as fully informed as possible on the weekly happenings, this will act as a summation of day-to-day operational decisions in a public forum.

BACKGROUND: The Board will be kept apprised of the following:

- | | |
|--|--------------------|
| <ul style="list-style-type: none">14. Chairman's Reporta. LEC Expansion Activitiesb. Rural Economic Development Committee, April 26c. Correctionville Meeting, April 18d. Emergency Courthouse Window Repair (see attached letter)e. Energy CAP Update: Read Access and Eventual Energy Goal: Energy Star, -15%f. Department Head Meeting Agenda Items | Information |
|--|--------------------|

a. LEC Expansion Activities. Kenny Schmitz, Building Services Director, and Shane Albrecht will give us an overview of next steps for the committee including the plans for CMBA to move forward with project design.

b. Rural Economic Development Committee. I am calling a meeting of the Rural Economic Development Committee for April 26 from 1-2 pm. (see attached e-mail from David Gleiser to committee concerning topics of interest).

c. Correctionville April 18 from 7:00-8:30 p.m. We will present an overview of some things that are "happening" in the County, e.g. CF and AGP expansion; Highway 20; Budget and Taxes; and a couple of potential issues of study—Rural Econ Development and LEC Expansion—in addition to road plans. This

will also be an opportunity to explain some core functions along with an overview of services and provide a listening post for rural residents.

d. Emergency Courthouse Window Repair. Please see attached letter from CMBA regarding the emergency status of courthouse window repairs.

e. Energy CAP. Energy CAP continues to work with Building Services, e.g. see responses from ECAP administration lead. If it is desired that any other supervisor wants “Read Only Access” that could be granted. Furthermore, it would be great to in the future explore energy conservation measures so as to set goals, e.g. reduction of 10-15% in cost avoidance, once we have building automation systems in place. Also, Energy Star benchmarking could catapult this area into being a leader nationally.

f. Department Head Meeting Agenda Items. Please see the attached agenda.

FINANCIAL IMPACT: None

ACTION REQUIRED: None.

Rural Woodbury County Development Committee Meeting

Woodbury County Courthouse, 8th Floor

Friday, 4/26/16, 1-2 PM

Lunch Provided

#20b

AGENDA

- Approval of 3/4/15 Minutes
- Updates
 - Local Option Sales Tax Balance/Budget
 - Comprehensive Planning Project
 - Long-Range Planning Assistance (Merville, Salix, Sgt. Bluff)
 - CDC Assistance
 - SIMPCO Dues Offer
 - Rural Economic Development Needs Assessment Survey Results
 - Request for Financial Assistance (Ag Expo & Learning Center – Sioux City)
- Next Steps
- New Business
- Adjourn

Heather Satterwhite - Fwd: Emergency notice

#204

From: Jeremy Taylor
To: kjames@woodburycountyiowa.gov
Date: 4/13/2016 10:59 PM
Subject: Fwd: Emergency notice
CC: hsatterwhite@woodburycountyiowa.gov
Attachments: 16.04.08CMBA Emergency Notice.pdf

>>> Terry Glade <glade.t@cmbaarchitects.com> 04/11/16 9:14 AM >>>

Please see attached my letter to the Supervisors regarding the emergency situation of the south courtroom windows. This is per the Iowa Code 384.103 regarding emergency repairs. Please forward to Jeremy Taylor and the Board for consideration.

Thank you,

TERRY J. GLADE AIA, LEED AP
PRINCIPAL ARCHITECT

CANNON MOSS BRYGGER ARCHITECTS
302 Jones Street, Suite 200
Sioux City, IA 51101
(P) 712.274.2933 ext 1106

WWW.CMBAARCHITECTS.COM



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CANNON MOSS BRYGGER ARCHITECTS

302 JONES STREET, SUITE 200 • SIOUX CITY, IA 51101 • (P) 712.274.2933

April 8, 2016

Mr. Jeremy Taylor, Chairperson
Woodbury County Board of Supervisors
620 Douglas St.
Sioux City, IA 51101

RE: Woodbury County Courthouse Courtroom Windows, Emergency Action

Dear Mr. Taylor:

As you are aware, a piece of marble let loose from the head of the windows in the southeast courtroom of the Woodbury County Courthouse. This occurrence, while not injuring anyone, brought to light two issues with the windows of great significance:

1. The lower clear glass windows are bowing out of plumb and currently are approximately 2" out of place. Noticeable change has been documented in the course of two weeks time and appears to be accelerating. This condition, if left unchecked, could quickly result in the entire section of clear glass windows tipping completely out of their opening and falling to the ground 20' below.
2. The tall art glass windows above the clear glass windows have sagged over time and are also bulging outward. It appears that the sun has warmed and softened the lead came strips allowing the weight of the glass to push downward. This is causing the glass to bulge outward in numerous locations. This condition also, if left unchecked, will result in the glass falling to the ground and could happen at any time without any warning.

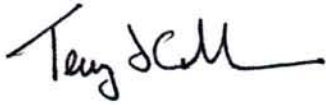
The purpose of this letter is to describe the seriousness of these conditions and the need for emergency action. If either or both sets of glass windows were to suddenly let go and fall to the ground, anyone in their path would be seriously injured or killed. Any property in their path would be severely damaged. Finally, the glass itself would be lost. The art glass being 98 years old is irreplaceable and therefore priceless. It simply cannot be replicated and the historic landmark nature of the building would be compromised.

I am recommending that emergency repairs begin immediately to avoid injury to persons, property and historic significance to this local treasure. In my opinion, the window failure could occur at any time. To delay taking action by going through the usual design, construction documents and bidding process, poses an unacceptable risk

to life and property. This recommendation applies to the windows in the southeast courtroom only. The windows in the other three courtrooms have been reviewed but don't appear to be in as urgent of a condition as the southeast courtroom.

Please call me if you have any questions or concerns about the statements in this letter.

Respectfully,
Cannon Moss Brygger Architects



Terry Glade, AIA, LEED AP

Cc: Kenny Schmitz - Woodbury County Building Superintendent
Ed Storm, AIA - FEH Design
Shane Albrecht - Baker Group



From: Jeremy Taylor
To: kjames@woodburycountyiowa.gov
Date: 4/13/2016 10:53 PM
Subject: Fwd: RE: Energy CAP Meeting
CC: hsatterwhite@woodburycountyiowa.gov

>>> Dan Behringer <dan.behringer@energycap.com> 04/08/16 4:42 PM >>>
Hi Jeremy,

Thanks for capturing and sending along the notes from your status meeting with Kenny and Rene. Please see responses below to specific questions that you asked.

Best Regards,
Dan

From: Jeremy Taylor [JTaylor@woodburycountyiowa.gov]
Sent: Thursday, April 7, 2016 4:26 PM
To: Dan Behringer <dan.behringer@energycap.com>
Cc: Kenny Schmitz <KSCHMITZ@woodburycountyiowa.gov>; Matthew Ung <MATTHEWUNG@woodburycountyiowa.gov>
Subject: Energy CAP Meeting

Dan,
As Chairman of the Board of Supervisors and with a fellow supervisor, Vice-Chair Matthew Ung, we scheduled a meeting to discern progress and how things were going with the implementation of Energy CAP here in Woodbury County. While not being part-and-parcel of the intermittent meetings along the way, we are pleased with the efforts of our personnel and that they report that implementation has gone relatively quickly. Here are some notes of our meeting that I wanted to pass along.

1. **Internal Operating Procedures.** Internally, we will work on procedures to ensure that our Building Services personnel are getting the information needed. I understand that Rene is getting (or has already gotten in all cases) online access to Mid-American. I will ask that she contacts anyone and that they share passwords reciprocally so that everyone is "on the same page." We will lend upper level administrative support if she is unable to get bills timely. I explained to one other department head the rationale two days ago.

2. **Historical Data.** I understand that there is data in some buildings, especially where our largest utility--Mid-American--operates for electricity and natural gas in our buildings where we could go back three years. In order to establish a baseline, I know that this not necessary. However, I do think that the "more data, the better," and agree that the baseline establishment is priority. However, is there a way that through Excel spreadsheets or .csv files, we may be able to import historical data earlier than what is necessary for the baseline? As an energy specialist, nothing is more helpful than knowing if the one anomaly is just this May compared to the baseline May or if we have ever historically seen this trend. Obviously there's a cost-benefit analysis that has to be run in terms of time and labor but where available, I wanted to see what the best means of this may be.

[Dan] Historical bill data can be imported via Microsoft Excel spreadsheets. I showed Kenny and Rene how to do this, but they decided that it was easier and more efficient to manually enter the bills. If you'd like to reference information about using spreadsheet imports for historical bill data, the following help documentation explains how this works: <http://help.energycap.com/display/ECE/Non-EDI+Bill+Import+Rules+and+Options>

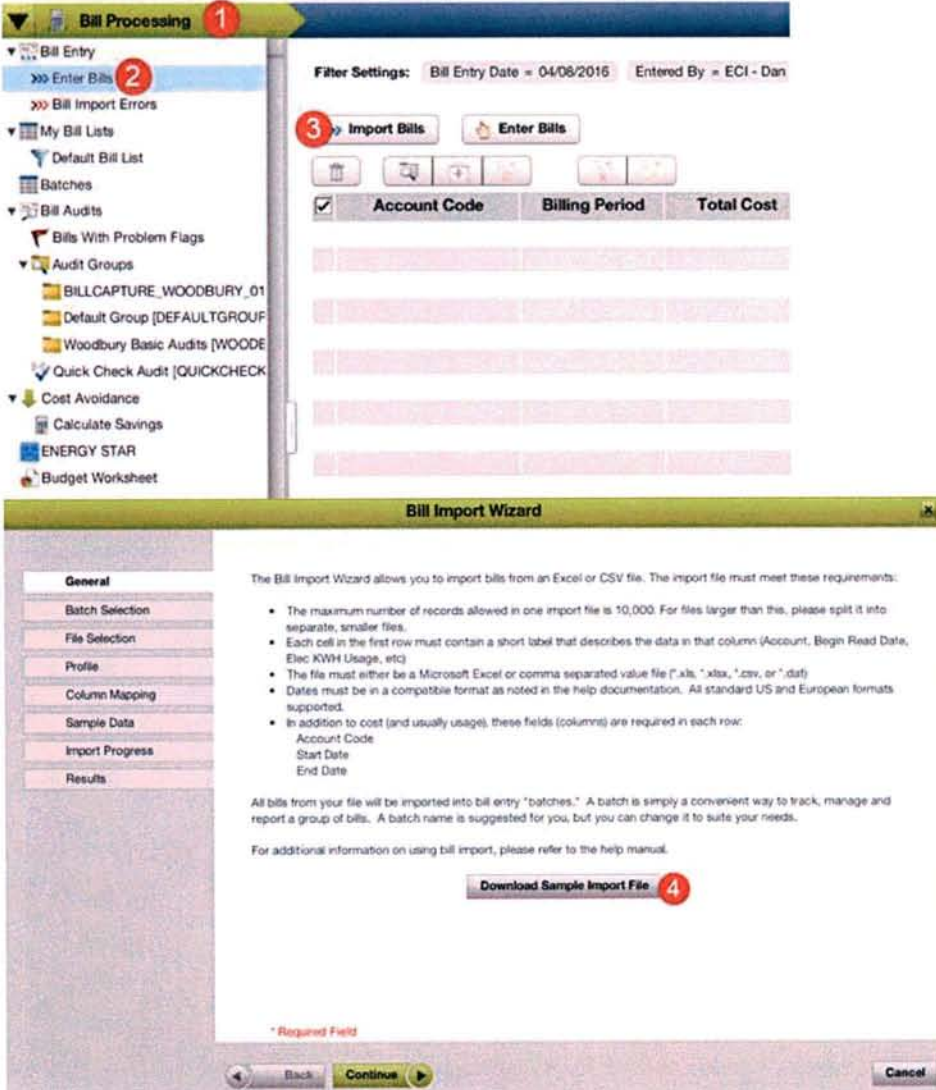
You can download a sample bill import file in EnergyCAP by:

Navigate to Bill Processing

Select Enter Bills

Click Import Bills

Click Download Sample Import File



Bill Processing 1

▼ Bill Entry

 >>> Enter Bills 2

 >>> Bill Import Errors

▼ My Bill Lists

 Default Bill List

 Batches

▼ Bill Audits

 Bills With Problem Flags

 Audit Groups

 BILLCAPTURE_WOODBURY_01

 Default Group [DEFAULTGROUP]

 Woodbury Basic Audits [WOODBURY_BASIC_AUDITS]

 Quick Check Audit [QUICKCHECK]

▼ Cost Avoidance

 Calculate Savings

 ENERGY STAR

 Budget Worksheet

Filter Settings: Bill Entry Date = 04/08/2016 Entered By = ECI - Dan

3 Import Bills Enter Bills

Account Code	Billing Period	Total Cost

Bill Import Wizard

General

Batch Selection

File Selection

Profile

Column Mapping

Sample Data

Import Progress

Results

The Bill Import Wizard allows you to import bills from an Excel or CSV file. The import file must meet these requirements:

- The maximum number of records allowed in one import file is 10,000. For files larger than this, please split it into separate, smaller files.
- Each cell in the first row must contain a short label that describes the data in that column (Account, Begin Read Date, Elec KWH Usage, etc)
- The file must either be a Microsoft Excel or comma separated value file (.xls, .xlsx, .csv, or .dat)
- Dates must be in a compatible format as noted in the help documentation. All standard US and European formats supported.
- In addition to cost (and usually usage), these fields (columns) are required in each row:
 - Account Code
 - Start Date
 - End Date

All bills from your file will be imported into bill entry "batches." A batch is simply a convenient way to track, manage and report a group of bills. A batch name is suggested for you, but you can change it to suite your needs.

For additional information on using bill import, please refer to the help manual.

Download Sample Import File 4

* Required Field

Back Continue Cancel

Alternatively, our Bill CAPture service can be used to process your historical bill images. If this is something that you'd like to explore, please let me know and I can explain how that works and Phil Kolb could provide a quote to process your historical bills using Bill CAPture.

3. **Baseline.** At first, we assumed that a baseline was July 2014 - June 2015, but then saw a calendar year baseline of January 1 - December 31. Then, we saw in one instance where the savings calculated did not start until March 17, 2016. Therefore, under Savings--Trends, there was no data. Because I assumed no March bill was there, I am not sure why we wouldn't go ahead and start savings calculation as of the next month after the baseline. I understand some buildings had a completion date with the LEDs later on but from the perspective of looking at trends and cost avoidance on monthly basis--especially continual improvement (Jan 0.0%, Feb 2.4%, and March 4.9%) anything that we do from a behavioral/organizational change or retrofit from here on out would reflect greater growth than the initially negative or even stagnant numbers. I'm thinking Sept-Dec 2012 in the graph attached from the schools wherein they hadn't hired the position fully on board until April 2013. (see attachment)

Generally speaking, I am of the belief that a baseline should be similar in all buildings and here's why. The LED lighting retrofit is one project that we surely want to measure. However, if we have multiple baselines in each building, I think it will be confusing. I get why there may be a differing baseline in one building, e.g. #5 Eagles Building unoccupied in base year, or with a new building (establishing a base year), but believe that as long as the base year precedes any retrofit or organizational change it will be untaunted by a comparison group affected by anything we are doing now. If there are too many base periods that differ, I think that tends to get confusing except where necessary in anomaly situations. If we had a base of January 1, 2015 - December 31, 2015 and then started calculating savings January 1, 2016 would anyone object?

[Dan] I don't disagree with this approach at all. You have described solid reasoning for using the same baseline and an earlier start date than the time that LED retrofit completed. You have specific reasons for doing that and they make sense.

The cost avoidance settings can be updated for all meters at once by:

Navigate to Administration

Select Cost Avoidance Settings

Select a new Baseline start

Select a new Savings start

Click Globally Update Meters

EnergyCAP. Woodbury County

Administration 1

- Users & Permissions
- Global Settings
- Target Comparison
- Normalized Settings
- Report Admin
- Setup Manager
- Cost Avoidance Settings 2
- ENERGY STAR Settings
- Accounting
- Templates
- Units of Measure
- Workflow Settings
- User-Defined Fields
- License Validation

Globally Update Meters 5

Meter Settings **AUC Range**

NOTE: These settings only change the meter defaults and **will not be applied to existing meters.** To update existing meters, click on the Globally Update Meters button above.

Baseline/Savings

Baseline Start	Savings Start	Baseline Length (mos)
3 01/01/2015	4 01/01/2016	12 (12-36 mos)

Balance Point Temperatures

- The value for cooling can be equal to but can not be less than the value for heating.
- Changing these settings will also change them in the Normalized settings.

Cooling Needed Above	Heating Needed Below
55 Degrees F (50-80°)	55 Degrees F (50-80°)

Minimum Degree Days

Minimum Degree Days per DAY required before weather adjustment is applied

0.01

Minimum 0.3 Degree Days per MONTH required before weather adjustment is applied

Cost Avoidance Reasonableness Test

When Cost Avoidance exceeds this % of BATCC Cost, a warning will be shown on charts.

50

Save

4. **Administrative Access.** I would like to see Matthew Ung have access at the same level I am at currently, e.g. Read-Only. His e-mail address is matthewung@woodburycountyiowa.gov. If there is any other information necessary in order to set this up, please let us know.

[Dan] I see that Kenny already set this up.

5. **Eagles Building.** This building was not fully occupied as it is today in operations until November of 2015. I am wondering if a different baseline should be established here.

[Dan] If you have an earlier baseline of bills that you can enter and use, from when the building was occupied, that would be a recommended approach.

6. **Naming of Meters.** I shared that I think naming meters to help locate them specifically can be helpful, e.g. "8th Floor Chiller," or in a schools example, "Concession Stand" so as to differentiate how specific meters are behaving in the analysis of them

[Dan] I agree that this is a good idea. Meter updates sheets can be used to quickly update names in bulk. Using update sheets is explained here: <https://docs.energycap.com/display/ECO34/Setup+Manager+Update+Process>

Thanks for any help you can give us. Supervisor Ung and I will both be in Washington, D.C. next week but look forward to a continued conversation.

Jeremy Taylor
Chairman, Woodbury County

WOODBURY COUNTY DEPARTMENT MEETING

April 18, 2016 at 8:00 AM in the LEC Training Room

#20f

Goal: Woodbury County will develop cooperative methods to increase transparency, communication, cooperation, long-term planning, and the exchange of information and ideas. This will enhance efficiency and savings while providing the best services possible for the citizens of Woodbury County.

Vision: Woodbury County dedicates itself to providing high quality services to meet the ever-changing demands and needs of its citizens.

Objective: County Department Heads and Elected officials will meet monthly using an agenda and minutes. Minutes will document increased transparency, communication, cooperation, long-term planning, the exchange of information and ideas with a vision for the future.

Agenda Focus 18 April: Hitting the Mark and Honoring Service

Light Breakfast and Coffee

1. Where We Go (and Grow) From Here—Supervisors Taylor and Ung

From our last time together as a group, we were able to come up with a shared Vision Statement, departmental mission statements, ways of cooperation, a succinct way to “tell our stories,” and refinement of the logic models. We’ll give the overview of how these will be a product for supervisors and a “working document” to guide goals and decision-making for the future. I want to explore the following Core Values statements:

Core Values define “how you will behave during the process” that are normally internal. Generally, this is what you all had come up with that was presented to us on March 23. Rather than vision (see above) and mission (see your specific statements), these have to do with customer service, evaluation, personal responsibility, and cooperation/communication.

- A. We respond compassionately to the citizens we serve who can expect respectful, honest, courteous treatment.
- B. We provide high quality services that are efficient, accessible, innovative, and technologically up-to-date.
- C. We relate openly to the public with transparency and two-way communication.
- D. We maintain a healthy, productive work environment with clear work goals, appropriate training and supervision, regular performance appraisals, and an appreciative team.

Finally, we’ll conduct a quick AAR of the day.

2. Safety & Security Practices—Michelle Skaff, MAJ Todd Wieck, and Kenny Schmitz

Michelle Skaff and Todd Wieck have been working on identification cards. This has evolved from a way to give security identification to the integration of key medical and emergency information as well. Training is key, and Michelle will share a way forward there. We will also discuss if there are Building Services issues that are a result of some great thinking, a product of the Save Yourself a.k.a. Active Shooter training. We'll have a brief but focused discussion of such issues.

3. Tech Support

WCICC and Team will give us a couple of pointers to make us aware of the repercussions of what we do on our systems—and how to do so efficiently and securely.

4. Telling Our Story on May 24 and Other Nuts & Bolts—Supervisor Taylor

A. The Board approved **Tuesday, May 24 to be our County Day** in honor of and following on the heels of National County Government Month. We will focus this from 11:00 a.m. to 2:00 p.m. in which we will have refreshments, displays and/or literature, and hourly tours. We will loop both the NACO video as well as one that David Gleiser, Economic Development Director, will take charge of in featuring the elevator speeches with images. I am working with Open Line on having them broadcast that day from the Courthouse in the morning and would like to have you consider “telling your story” that day. Remember that the more we tell our story, the better we serve in terms of letting people know of services available and how we can best help.

B. Also, from **May 1-17**, I will be on active duty orders at Fort Sam Houston in San Antonio working on Combat Medical Ministry training in a trauma unit. Supervisor Ung will take the reins regarding agenda items, day-to-day operations decisions, and the leading of both meetings. Taking his place during the next department head meeting will be Supervisor Mark Monson.

C. True Speaks are still due *throughout* the month. Most of you have been great about this, and it's appreciated. I will be visiting with those who have not followed through. Whether it's a weekly auto-reminder, or something done in coordination with evaluation, it's important to not let this go and artificially create a series of “thank you notes.”

5. —Washington D.C. 62nd Annual Chamber Trip—David Gleiser

We lobbied individually and collectively from April 12-15 with our Congressional delegation, the USDA, and our Senators on a host of issues. Regarding responses, this will be an opportunity to hear some movement and how this went.

6. Correctionville Rural Meeting on April 18 from 7:00-8:30 p.m.—Supervisor Taylor
Please mark the calendar for this date. It is a wonderful thing that so many elected officials, department heads, and others have attended in this initiative to bring county government “to the people.” This is just a heads up for the calendar for the future.

7. Department Activities—All Department Heads and Elected Officials

We will go around the room. I would like to hear out one way of cooperation that will either be explored or exercised during this coming fiscal year. Please let us know what is going on in your department that is a main priority of effort. You may also share a need but if extensive discussion ensues, we may ask it be a separate agenda item for next meeting to give everyone an opportunity.

Did you know that WOODBURY COUNTY SUPPORTS VETERANS?

“It is the Soldier above all others who prays for peace, for it is the soldier who must suffer and bear the deepest wounds and scars of war.” General Douglas MacArthur



1. The Good News Story for this Week features Veterans Affairs Dept.
2. In other “Good News”...

A Note from COL Scott Plambeck

Mark,

We really appreciate the support of Pete McDermott that you, Forest, and all others associated with the Woodbury County Engineer's have given him over the last few years. The National Guard can not do its mission without the Support of our members' employers. The National Guard is being used more since 9/11 than ever in our history, and we do not see an end in the near future.

Thanks again for being a part of the Iowa Employer Support of the Guard and Reserve (ESGR)



APRIL 12, 2016 — SPECIAL MEETING BID OPENING SECONDARY ROADS PROJECT

Staff members present were Heather Satterwhite, Board Secretary, Patrick F. Gill, Auditor/Clerk to the Board, Mark Nahra, County Engineer and Ben Kusler, Assistant Engineer.

There was a bid opening for paving projects at 4:30 p.m.

The bids were as follows:

Project #RC-CO97(130)—9A-97

Godbersen-Smith, Ida Grove, IA	\$1,443,548.84
Sioux City Engineering, Sioux City, IA	\$1,916,154.72
Ceday Valley LLC, Waterloo, IA	\$2,098,248.57

Project #FEMA Site 11—73-97

Niewohner Construction Inc., Onawa, IA	\$161,796.40
Nielson & Rock Contracting, Onawa, IA	\$203,096.80
L.A. Carlson Contracting, Merrill, IA	\$204,254.00



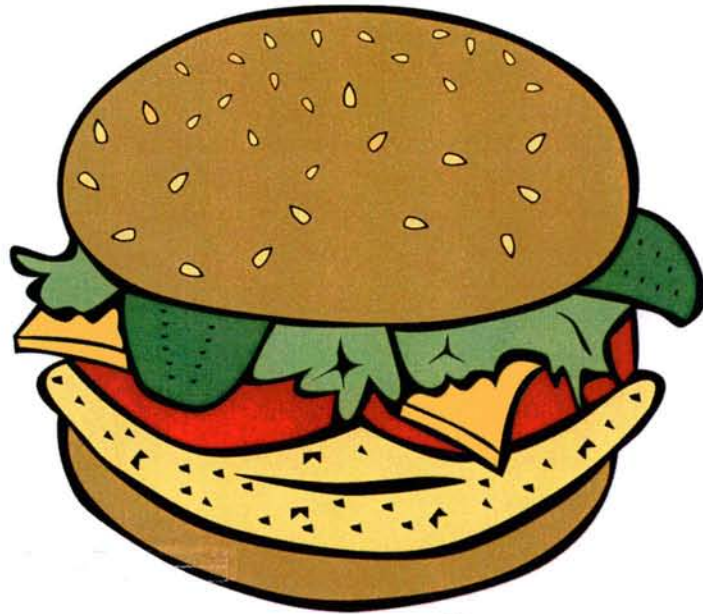
WE HAVE A NEW
ADDRESS

*Come and take a look
at the*
New Bronson City Hall
Saturday, April 30, 2016

Open House
1 - 4 p.m.
100 East 1st St



***SIOUX CITY POLICE AUXILIARY
FUNDRAISER LUNCHEON/BAKE
SALE***



To be held at the Sioux City Public Library, 6th & Douglas St., on Wednesday, May 4, 2016 from 9:00 A.M. to 1:00 P.M. \$5.00 for lunch which includes a loose meat sandwich, chips, drink and dessert, and lots of delicious homemade baked goods.

Proceeds fund the charitable diving and projects the Auxiliary is involved in during the year, i.e., injured/ailing officers, Special Olympics, RTC, Officer Appreciation Day, Crossroads Shelter, needy families, etc....

Presented by the Sioux City Police Auxiliary.....

Please help support us!

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>
4/2/16	Saturday	228	215	13	0	20
4/3/16	Sunday	233	220	13	0	20
4/4/16	Monday	234	221	13	0	20
4/5/16	Tuesday	231	219	12	0	22
4/6/16	Wednesday	227	215	12	0	21
4/7/16	Thursday	224	212	12	0	21
4/8/16	Friday	215	203	12	0	22
		1592	1505	87	0	146
24 HOUR DAILY COUNT						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
4/2/16	249	206	43			
4/3/16	248	202	46			
4/4/16	254	212	42			
4/5/16	258	212	46			
4/6/16	257	211	46			
4/7/16	254	207	47			
4/8/16	243	193	50			
	1763	1443	320			
*Highest population count each day						

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>
4/9/16	Saturday	223	210	13	0	22
4/10/16	Sunday	226	213	13	0	22
4/11/16	Monday	220	207	13	0	22
4/12/16	Tuesday	213	201	12	0	22
4/13/16	Wednesday	216	205	11	0	23
4/14/16	Thursday	223	210	13	0	22
4/15/16	Friday	218	205	13	0	22
		1539	1451	88	0	155
24 HOUR DAILY COUNT						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
4/9/16	241	205	36			
4/10/16	244	204	40			
4/11/16	241	202	39			
4/12/16	235	200	35			
4/13/16	237	198	39			
4/14/16	239	199	40			
4/15/16	239	201	38			
	1676	1409	267			
*Highest population count each day						

WOODBURY COUNTY JUVENILE DETENTION CENTER

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

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

6:00 a.m.

6:00 p.m.

March, 2016

March 28, 2016		14
March 29, 2016	14	14
March 30, 2016	14	16
March 31, 2016	19	18

April, 2016

April 1, 2016	18	17
April 2, 2016	17	20
April 3, 2016	20	20
April 4, 2016	20	

The Center averaged 17.4 residents per day during the 6:00 a.m. head count and 17 per day during the 6:00 p.m. count a weekly average of 172 residents per day during the above week.

Of the twenty residents detained on April 4, 2016, six or thirty percent were identified as gang members. Of the six three or fifty percent were identified as hard-core members.

We are currently detaining nine BIA and two from Dakota County.

Mark Olsen

Director
WCJDC

April 4, 2016