



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JUNE 6, 2017) (WEEK 23 OF 2017)

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

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

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held June 6, 2017 at 4:30 p.m. First Floor Board of Supervisors Meeting Room of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

AGENDA

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

- 1. Citizen Concerns Information
2. Approval of the agenda June 6, 2017 Action

Consent Agenda

Items 3 through 8 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate roll call vote is requested by a Board Member.

- 3. Approval of the minutes of the May 30, 2017 meeting
4. Approval of claims
5. Board Administration – Karen James
a. Approval of resolution approving petition for suspension of taxes through the redemption process for C.R.
b. Approval of resolution approving petition for suspension of taxes through the redemption process for P.R.

6. County Auditor – Patrick Gill
Receive Sioux City, City Council appointment
7. County Treasurer – Mike Clayton
Approval of resolution for a tax abatement for Long Lines Wireless
8. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions
 - b. Motion to receive the signed employment agreement between Woodbury County and the Jail Alternative Coordinator

End of Consent Agenda

9. Human Resources – Ed Gilliland
Authorize chairman to sign Authorization to Initiate Hiring Process Action

- 4:35 p.m.** 10. Conservation – Rick Schneider Action
(Set time) Public hearing and sale of property Legal Description Survey #5248

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

11. Consider approval of recommendation for maintenance work in Wolf Creek Drainage District Action

**Adjourn Wolf Creek Drainage District Trustee Meeting
Convene Board of Supervisors Meeting**

- 4:45 p.m.** 12. General Obligation Capital Loan Notes Action
(Set time)
- a. Public hearing on the authorization of a Loan Agreement and the issuance of notes to evidence the obligation of the county thereunder
 - b. Approval of resolution instituting proceedings to take additional action for the issuance of not to exceed \$900,000 General Obligation Capital Loan Notes
- 4:48 p.m.** Action
(Set time)
- c. Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the county thereunder
 - d. Approval of resolution instituting proceedings to take additional action for the issuance of not to exceed \$850,000 General Obligation Capital Loan Notes
- 4:51 p.m.** Action
(Set time)
- e. Public hearing on the authorization of a Loan Agreement and the issuance of notes to evidence the obligation of the county thereunder
 - f. Approval of resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes
- 4:54 p.m.** Action
(Set time)
- g. Public hearing on the authorization of a Loan Agreement and the issuance of notes to evidence the obligation of the county thereunder
 - h. Approval of resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes
- 4:57 p.m.** Action
(Set time)
- i. Public hearing on the authorization of a Loan Agreement and the issuance of notes to evidence the obligation of the county thereunder
 - j. Approval of resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,000,000 General Obligation Capital Loan Notes

- | | |
|--|-------------|
| 13. Board of Supervisors – Matthew Ung & Budget Director – Dennis Butler
Overtime in Juvenile Mental Health/Teen Court Department | Information |
| 14. Chairman’s Report
a. Siouxland Dive Team Liability Coverage
b. Historical Committee (June 6) | Information |
| 15. Reports on Committee Meetings | Information |
| 16. Citizen Concerns | Information |
| 17. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- | | | |
|---------------------------|-------------------|---|
| MONDAY, JUNE 5 | 10:00 a.m. | Loess Hills Alliance Economic Development Committee, Harrison County Welcome Center |
| TUESDAY, JUNE 6 | 3:00 p.m. | Historical Committee Meeting, First Floor Board Room |
| | 4:45 p.m. | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave. |
| WEDNESDAY, JUNE 7 | 9:00 a.m. | Loess Hills Alliance Stewardship Committee, Loess Hills State Forest Headquarters, Pisgah |
| | 10:30 a.m. | Loess Hills Alliance Executive Committee |
| | 12:00 p.m. | District Board of Health Meeting, 1014 Nebraska St. |
| | 1:00 p.m. | Loess Hills Alliance Full Board |
| THURSDAY, JUNE 8 | 7:30 a.m. | SIMPCO Executive Finance Committee Meeting, Marina Inn, South Sioux City, NE |
| MONDAY, JUNE 12 | 8:00 a.m. | Department Head Meeting, LEC Conference Room |
| WEDNESDAY, JUNE 14 | 8:05 a.m. | Woodbury County Information Communication Commission, 1 st Floor Board Room |
| THURSDAY, JUNE 15 | 10:00 a.m. | Policy Review Committee Meeting, 1 st Floor Board Room |
| | 4:30 p.m. | Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue |
| FRIDAY, JUNE 16 | 2:00 p.m. | Decat Board Meeting, Western Hills AEA, Room F |
| WEDNESDAY, JUNE 21 | 10:00 a.m. | Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St. |
| | 12:00 p.m. | Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202 |
| | 12:00 p.m. | SIMPCO Board of Directors, 1122 Pierce St. |

THURSDAY, JUNE 22	9:30 a.m.	SIMPCO Siouxland Regional Transportation Planning Association (RPA) Policy Board, SIMPCO Office
	10:30 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office,
	12:00 p.m.	Housing Trust Fund, SIMPCO Office
MONDAY, JUNE 26	6:00 p.m.	Zoning Commission Meeting, Board of Supervisors' Chambers
TUESDAY, JUNE 27	1:00 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars
WEDNESDAY, JUNE 28	6:30 p.m.	Bronson Town Hall Meeting, Bronson Community Center
FRIDAY, JUNE 30	11:00 a.m.	Hospitalization Collaborative Meeting, LEC Conference Room

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.

MAY 30, 2017, TWENTYFIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, May 30, 2017 at 4:30 p.m. Board members present were De Witt, Pottebaum, Radig, Taylor, and Ung. Staff members present were Dennis Butler, Budget/Tax Analyst, Heather Satterwhite, Executive Secretary/Public Bidder, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Patrick Gill, Auditor/Clerk to the Board.

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

1. There were no citizen concerns.
2. Motion by Taylor second by Ung to approve the Agenda for May 30, 2017. Carried 5-0. Copy filed.
Motion by Radig second by Ung to approve the following items by consent:
 3. To approve minutes of the May 23, 2017 meeting. Copy filed.
 4. To approve the claims totaling \$647,718.28. Copy filed.
 5. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes through the redemption process for James Hathaway, 320 S. Casselman St., Sioux City, parcel #894730335022.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,564
RESOLUTION APPROVING PETITION FOR SUSPENSION
OF TAXES THROUGH THE REDEPTION PROCESS**

WHEREAS, James Hathaway as joint titleholders of property located at 320 S. Casselman St., Sioux City, Iowa, Woodbury County, Iowa, and legally described as follows:

Parcel # 8947 30 335 022

HIGHLAND 1 & 2 S 100 FT OF LOT 66; AND N 50 FT OF LOT 80

WHEREAS, James Hathaway, as joint titleholders of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 1999 Iowa Code Section 447.9(3) and,

WHEREAS, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby directs the County Auditor to redeem this property Parcel #894730335022 owned by the petitioner from the holder of a certificate of purchase of the amount necessary to redeem under section 447.9, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this parcel.

SO RESOLVED this 30th day of May, 2017.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

6. To approve the reclassification of Max Martin, Civilian Jailer, County Sheriff Dept., effective 05-15-17, \$21.61/hour, 15%=\$2.88/hr. Per CWA Civilian Officers Contract agreement, from Class 2 to Senior Class due to 4 years employment and Bachelor's Degree.; the reclassification of Todd Clark, Civilian Jailer, County Sheriff Dept., effective 05-20-17, \$21.61/hour, 15%=\$2.88/hr. Per CWA Civilian Officers Contract agreement, from Class 2 to Senior Class due to 4 years employment and Bachelor's Degree.; the appointment of Benjamin Burbach, Temporary Summer Laborer, Secondary Roads Dept., effective 05-31-17, \$9.50/hour. Not to exceed 120 days.; the appointment of Connor Lamp, Temporary Summer Laborer, Secondary Roads Dept., effective 05-31-17,

\$9.50/hour. Not to exceed 120 days.; the appointment of Briann Church, Civilian Jailer, County Sheriff Dept., effective 05-31-17, \$18.00/hour. Job Vacancy Posted 4-5-17. Entry Level Salary: \$18.00/hour.; the appointment of Toby Schroeder, Temporary Summer Laborer, Secondary Roads Dept., effective 06-07-17, \$10.50/hour. Not to exceed 120 days.; and the appointment of Cara Wood, Clerk II, County Sheriff Dept., effective 06-12-17, \$15.64/hour. Job Vacancy Posted 3-8-17. Entry Level Salary: \$15.64/hour. Copy filed.

- 7. To allocate \$433 gaming revenues in addition to the \$225 already obligated from Gaming Revenues for the purchase of 200 additional proxy cards which will complete the initial ID Program. Copy filed.
- 8. To approve and authorize the Chairperson to sign a Resolution accepting and approving B. K. Addition, Woodbury County, Iowa.

BOARD OF SUPERVISORS

RESOLUTION #12,565

RESOLUTION ACCEPTING AND APPROVING B. K. ADDITION, WOODBURY COUNTY, IOWA

WHEREAS, THE OWNERS AND PROPRIETORS DID ON THE 28th DAY OF April, 2017, FILE WITH THE WOODBURY COUNTY ZONING COMMISSION A CERTAIN PLAT DESIGNATED AS B. K. ADDITION, WOODBURY COUNTY, IOWA; AND

WHEREAS, IT APPEARS THAT SAID PLAT CONFORMS WITH ALL OF THE PROVISIONS OF THE CODE OF THE STATE OF IOWA AND ORDINANCES OF WOODBURY COUNTY, IOWA, WITH REFERENCE TO THE FILING OF SAME; AND

WHEREAS, THE ZONING COMMISSION OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT; AND

WHEREAS, THE COUNTY ENGINEER OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

NOW THEREFORE, BE, AND IT IS HEREBY RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, THAT THE PLAT OF B. K. ADDITION, WOODBURY COUNTY, IOWA BE, AND THE SAME IS HEREBY ACCEPTED AND APPROVED, AND THE CHAIRMAN AND SECRETARY OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, ARE HEREBY DIRECTED TO FURNISH TO THE OWNERS AND PROPRIETORS A CERTIFIED COPY OF THIS RESOLUTION AS REQUIRED BY LAW.

PASSED AND APPROVED THIS 30th DAY May, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Carried 5-0.

- 11a. Motion by Radig second by Ung to award bridge project # L-B(W107)—73-97 to Graves Construction, Inc., Spencer, IA, for \$437,110.28. Carried 5-0. Copy filed.
- 11b. Motion by Ung second by Radig to approve the contract and bond for project #FM-CO97(131)—55-97 with Henningsen Construction Co., Atlantic, IA, for \$1,716,531.71. Carried 5-0. Copy filed.
- 9a. A public hearing was held at 4:35 p.m. for the sale of parcel #894721251011, 2302 Jones St., Sioux City, IA. The Chairperson called on anyone wishing to be heard.

Motion by Pottebaum second by De Witt to close the public hearing. Carried 5-0.

Motion by Ung second by Radig to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Ernest Gigaroa, 2304 Jones St., Sioux City, for real estate parcel #894721251011, 2302 Jones St., Sioux City, IA, for \$44.00 plus recording fees. Carried 5-0.

RESOLUTION OF THE BOARD

**OF SUPERVISORS OF WOODBURY COUNTY, IOWA
RESOLUTION #12,566**

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

By Ernest J. Gigaroa in the sum of **Forty-Four Dollars & 00/100 (\$44.00)**-----
-----dollars.

For the following described real estate, To Wit:

Parcel #894721251011

**Except West 100 feet thereof of Lot 10 Block 11 Lawn Ridge Addition to City of Sioux City, Woodbury County, Iowa
(2302 Jones Street)**

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

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

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

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

SO DATED this 30th Day of May, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

9b. A public hearing was held at 4:37 p.m. for the sale of parcel #894721313007, 1821 Pierce St., Sioux City, IA. The Chairperson called on anyone wishing to be heard.

Motion by Taylor second by De Witt to close the public hearing. Carried 5-0.

Motion by Taylor second by Ung to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Lowell Satterwhite, P.O. Box 391, Sergeant Bluff, for real estate parcel #894721313007, 1821 Pierce St., Sioux City, IA, for \$279.00 plus recording fees. Carried 5-0.

**RESOLUTION OF THE BOARD
OF SUPERVISORS OF WOODBURY COUNTY, IOWA
RESOLUTION #12,567**

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

By Lowell J. Satterwhite in the sum of **Two Hundred Seventy-Nine Dollars & 00/100 (\$279.00)**-----
-----dollars.

For the following described real estate, To Wit:

Parcel #894721313007

Except the West 48 feet of Lot 1, Block 17, Higman's Second Addition to Sioux City, Woodbury County, Iowa (1821 Pierce Street)

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

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

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

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

SO DATED this 30th Day of May, 2017.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

12. Motion by Taylor second by Radig to adopt the per capita rate of \$17.58 approved by the Sioux Rivers Region board. Carried 5-0. Copy filed.

Motion by Ung second by Radig to approve moving the tax reduction in the Mental Health Fund to the Debt Service Fund to reduce long term debt in the Debt Service Fund. Carried 5-0. Copy filed.

10. A public hearing was held at 4:45 p.m. to approve the amendment #1 to the Woodbury County FY 2017 budget. The Chairperson called on anyone wishing to be heard.

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

Motion by Ung second by Radig to approve the amendment for the current FY 2017 County Budget. Carried 5-0. Copy filed.

13. The Chairperson reported on the day-to-day activities.

14. Reports on Committee meetings.

15. There were no citizen concerns.

16. Board member concerns.

The Board adjourned the regular meeting until June 6, 2017.

Meeting sign in sheet. Copy filed.

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, ^{PG}Auditor/Recorder & Commissioner of Elections

Date: May 31, 2017

Re: Sioux City City Council Appointment

Please receive the appointment of Alex Watters, 3000 6th Avenue, Sioux City, Iowa, to the City Council of Sioux City. The appointment was made on February 27, 2017, to fill the position previously held by Keith W. Radig, until the next regular election.

NOTICE OF APPOINTMENT TO FILL A VACANCY

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

From: City of Sioux City School/City/Township/
Jan & Mc Cordle, City Clerk Extension/Soil & Water
May 31, 2017 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 City Council Member
Name Alex Watters
Address 3000 6th Avenue
City/Zip Sioux City, Iowa 51106
Date of appointment February 27, 2017
Resolution No. 2017-0145

This appointment is to fill the office previously held by:

Keith W. Radig
(Name of previous official)

May 31, 2017

TO: BOARD OF SUPERVISORS

FROM: MICHAEL R CLAYTON, WOODBURY COUNTY TREASURER

RE: TAX ABATEMENT PER SEC 445.16, BY RESOLUTION

Please abate the following building on leased land taxes for tower equipment. These taxes are uncollectable or impractical to pursue collection through personal judgment per sec 445.16.

- 1) Long Lines Wireless, building on leased land for tower equipment that is no longer assessed.
Parcel 8944 30 300 901
Balance of taxes for 2016-2017 - \$386.00 plus interest.

A handwritten signature in black ink that reads "Michael R Clayton". The signature is written in a cursive style with a long horizontal flourish at the end.

WOODBURY COUNTY, IOWA

RESOLUTION #

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Long Lines Wireless is the titleholder of a building on leased land Parcel #894430300901 located in Woodbury County, Iowa and legally described as follows:

Parcel #894430300901

ARLINGTON TOWNSHIP B/LL PT NE SW BEING A CIRCULAR TCT COM S

WHEREAS, the above-stated property has taxes payable including special assessments and the parcel is owned by Long Lines Wireless

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale.

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

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

SO RESOLVED this 6th day of June, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor/Recorder

Matthew Ung, Chairman

RECEIPT DETAILS

PARCEL NO: 894430300901 LONG LINES WIRELESS LLC

Total Taxes: 425.00

Year	Receipt#	1st Half	Penalty	2nd Half	Penalty	Cost	Total
1617	1015070	193.00	26.00	193.00	9.00	4.00	425.00
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* Denotes partial payments made

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: June 6, 2017

For the June 6, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff Civilian Jailer, from Class 2 to Senior Class.

Thank you

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

Date: 06-01-17 Weekly Agenda Date: 06-06-17

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM:

Motion to receive employment agreement.

ACTION REQUIRED:

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- 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:

Attorney Sills reviewed an identical contract. All that was changed was the Name. Please receive this contract.

ACTION REQUIRED / PROPOSED MOTION:

Motion to receive the signed employment agreement between Woodbury County and the Jail Alternative Coordinator.

EMPLOYMENT AGREEMENT

Jail Alternatives Coordinator

Sioux Rivers Region

This Agreement entered into this 22nd day of May, 2017, between Woodbury County, Iowa and Nia Key.

WITNESSETH, IN CONSIDERATION of the mutual undertakings and agreements hereinafter set forth, County and Nia Key, contingent upon funding from the Sioux Rivers Region, agree as follows:

I. Nia Key AGREES TO:

A. Services. Provide to Sioux Rivers Region, on a full-time basis, his/her services, as a competent, licensed social worker to serve as a Jail Alternatives Coordinator for the Sioux Rivers Region and, as such, assist Region and its member Counties in finding viable alternatives to incarceration and to assist in and perform other duties as may be designated by the Region and their partners in fulfilling the duties and responsibilities pursuant to the terms of the Jail Alternatives Coordinator program.

B. Resignation. Nia Key shall notify the County and his/her immediate supervisor at the Sioux Rivers Region at least thirty (30) days prior to the desired date of resignation.

C. At Will Employee. Nia Key hereby agrees that his/her appointment and employment as Jail Alternatives Coordinator for the Sioux Rivers Region is at will and such employment may be terminated at any time by the Region without cause. The foregoing shall apply and prevail notwithstanding any other policies or practices, written or verbal, of County or Sioux Rivers Region to the contrary.

II. Sioux Rivers Regions and Woodbury County agree to:

A. Performance Reviews. The immediate supervisor of Nia Key at the Sioux Rivers Region, with input from the Woodbury County, Plymouth County, and Sioux County Sheriff's offices, will conduct annual performance appraisals based upon a comparison of job performance and job expectations. The performance appraisals must be completed April 1 - May 31 with a copy provided to each County by May 31. Nia Key shall not participate in any County merit pay plan and performance appraisals of Nia Key shall not be the basis for a salary increase under any County merit pay plan.

B. Probationary Period. The probationary period is 6 months from the employee's date of hire. Please refer to the County's most recent Employee Handbook for greater detail.

C. Administrative Assistance. Nia Key will be provided with the necessary administrative assistance, including but not limited to, office space, office equipment, support staff, if needed, and supplies, to the Jail Alternatives Coordinator as may be necessary to allow Nia Key to perform his duties as designated Sioux Rivers Region and its member Counties. Woodbury County and Sioux Rivers Region shall absorb all costs related thereto.

III. COUNTY AGREES TO:

A. Salary. Pay to Nia Key for services provided as set forth in Section I(A) of this Agreement and as designated by Region, an annual salary of \$53,500. Said salary may be increased during the term of this Agreement at the joint discretion of Woodbury County and Sioux Rivers Region. Sioux Rivers Region is responsible for reimbursing the County for all expenses related to the employment of Nia Key, including salary, benefits, and other expenses.

B. Benefits. For purposes of this Agreement, Nia Key shall at all times be designated a professional employee of Woodbury County, Iowa as defined by Chapter 20 of the Code of Iowa, and, as a full-time employee of County, shall be entitled to the following County benefits of employment:

1. Paid Leave Policy. The Paid Leave Policy combines the benefits of paid sick leave, vacation, and personal days. The Paid Leave Policy is comprised of (1) accrued Sick Days and (2) Long Term Disability for Illness/Injury Leave. Nia Key's vacation and personal leave accumulation will be as set forth in the County's Policies and Procedures Paid Leave Policy Section 4 of the most current Employee Handbook, Pages 25-32, and by this reference incorporated herein as if set forth verbatim herein. This policy does not supersede any federal laws including the Family and Medical Leave Act (FMLA). See, Family and Medical Leave Act section as set forth in the County's most recent Employee Handbook, Family and Medical Leave Act, Pages 32-36, and by this reference incorporated herein as if set forth verbatim herein.

2. Holidays. There shall be ten (10) regular paid holidays each calendar year.

3. Other Leave. Nia Key shall be entitled to the Family and Medical Leave Act, Military Leave, Court and Jury Leave, Bereavement Leave, and On-the-Job Injuries Leave benefits provided to County employees as set forth in the County's most recent Employee Handbook, Section IV Pages 25-36, and by this reference incorporated herein as if set forth verbatim herein.

4. Group Insurance. Nia Key shall be offered the County's Group Health, Dental, Long Term Disability, Iowa Public Employee Retirement (IPERS), Life Insurance (base and voluntary) policies, voluntary Deferred Compensation Plan, and voluntary Vision plan.

IV. ADMINISTRATION:

It is the policy of Woodbury County to achieve a drug-free workplace that Nia Key shall be required to pass a drug test to screen for illegal drug use prior to final appointment. Employment is contingent upon the satisfactory completion of a background investigation by the Woodbury County Sheriff's Office and Woodbury County.

V. TERM OF THIS AGREEMENT:

1 This Agreement shall commence on/about May 1, 2017, and shall be in effect until on/about April 30, 2020, unless terminated earlier by the Region.

2. This Agreement shall terminate of its own accord and without further notice should Nia Key no longer occupy the position of Jail Alternatives Coordinator for any reason.

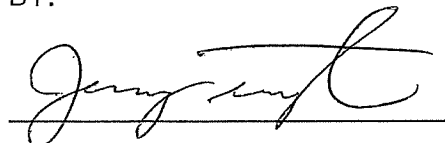
VI. EFFECTIVE DATE:

This Agreement shall be effective upon its execution by the parties, retroactive to the commencement of the Agreement term as provided herein.

IN WITNESS WHEREOF, the parties hereto have set their hands for the purposes herein expressed to this instrument, as of the dates below indicated.

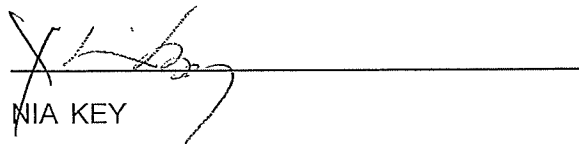
WOODBURY COUNTY, IOWA

BY:



CHAIRPERSON, WOODBURY
COUNTY BOARD OF SUPERVISORS

BY:


NIA KEY

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: June 1, 2017

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Community and Economic Development	Community and Economic Development Director	Wage Plan: \$74,500- \$80,000/year		
Community and Economic Development	Zoning Coordinator	Wage Plan: \$49,500- \$54,000/year		
	*Please see attached position descriptions.			

Chairman, Board of Supervisors

**WOODBURY COUNTY
POSITION DESCRIPTION**

Name: _____ **Department:** Community and Economic Development
Title: Community & Economic Development Director **FLSA Designation:** Exempt
Effective Date: January 2018 **Reports to:** County Board of Supervisors

Purpose:

The Community & Economic Development Director is responsible for the growth, opportunity, planning, and conditions that create economic development and growth. The position is responsible to engage in long-term planning across a broad spectrum to accomplish economic development goals and to create an atmosphere of cooperation amongst various stakeholders to further these goals. Such planning impacts business and rural community development, industry, and construction growth. The position must perform professional work developing and implementing community development activities to encourage, promote and assist growth and development in the rural areas and communities of Woodbury County.

The department is responsible for all Planning and Zoning Activity. The department coordinates the Planning and Zoning and Board of Adjustment meetings, assists in the amendment process relative to adopted ordinances and maps and works closely with the Zoning Coordinator on administration of all issues related to zoning. The position is responsible for the development of a long-term County comprehensive plan for land usage as a product of stakeholder meetings, and is responsible to develop a site selection plan to advertise future land use and development growth and to advise the County Board of Supervisors regarding the site selection plan. This position is responsible and accountable for the administration of Woodbury County Zoning and Subdivision Ordinances pursuant to requirements of Iowa Code 335, including County Floodplain Management Ordinances and GIS assistance.

This position is responsible to directly supervise and evaluate both the Zoning Coordinator and the Clerk to the Community and Economic Development Department to include setting work priorities and goals and to ensure that work plans positively and directly impact increased customer service and a growth model of continual process improvement. The Community and Economic Development Director works closely with the Siouxland Initiative, the Chamber of Commerce, Iowa Workforce Development, SEDC and other CDCs, as well as a wide spectrum of public-private economic developers in a cooperative manner to promote business growth and retention and to offer a variety of assistance to bring about the conditions that promote new business. The position also looks to leverage State and Federal programs assisting the County Board of Supervisors with adoption of policy, incentives, and applications that would impact the County's ability to grow the tax base. Quarterly updates to the Board of Supervisors is a requirement to include not only activity geared towards growth but also impediments/opportunities to include transportation, land usage, water/sewer infrastructure, flood-plain, and environmental issues. This position is under the direct authority of the County Board of Supervisors.

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.

- Primarily responsible for Economic Development activity in Woodbury County.
- Responsible to oversee the Zoning Coordinator and the Community and Economic Development Clerk.
- Responsible for budget, claims, and scheduling for the department.
- Be on call 24 hours per day to handle or consult on major problems and work a flexible schedule as needed developing and implementing economic and community development goals
- Coordinating efforts to attract and retain businesses; promoting opportunities to market Woodbury County
- Identifying financial resources available to support economic development
- Develop, implement and review short and long-term goals for economic development in rural Woodbury County
- Coordinate business and industrial recruitment efforts in rural areas and communities and conduct business attraction negotiations
- Assist new and existing businesses with County business and development applications and procedures
- Exchange information with other County departments to encourage cooperation and efficiency in the development process
- Establish and maintain relationships with existing business, industry, governmental and other groups or organizations interested in economic and community development activities throughout Woodbury County
- Encourage regional economic and community development opportunities including the sharing and cooperation between rural residents, rural communities and urban areas
- Assist rural communities with evaluation of current and future infrastructure to determine various assets or liabilities to be addressed in order to be more productive and competitive in economic development
- Develop a Marketing Plan to create a County "brand" and to target and attract businesses

Essential Functions and Responsibilities: (cont.)

- Coordinate and maintain a complete inventory of available real estate and amenities in the County and assess community needs to support increased economic development
- Identify, analyze and evaluate opportunities to leverage financial resources to attract and retain businesses
- Establish and maintain contact with prospects and key development allies that could benefit the rural areas and communities in Woodbury County
- Arrange and participate in hosting activities for businesses
- Develop and implement procedures for reporting efforts to the County Board of Supervisors
- Promote a positive relationship with all media organizations
- Develop and maintain working relationships with urban economic development entities and programs to foster a sense of cooperation that will benefit the overall economy of rural Woodbury County
- Coordinate, train and lead local industry contact teams as needed as well as participate as a volunteer for committees and organizations that will further community and economic development in rural areas and communities of Woodbury County
- Develop and implement strategic plans and programs
- Communicate and coordinate community and economic development activities with County department heads
- Develop and administer the budget for economic development activities
- Develop appropriate grant applications
- Attend professional conferences/seminars/workshops
- Travel consistently throughout Woodbury County to stay connected to constituents
- Pursue Certified Economic Developer designations
- Accountable to understand and implement True Speak process
- Attendance is required

Non-Essential Functions and Responsibilities:

- Perform related administrative responsibilities
- Perform various other duties related to the scope as assigned by the County Board of Supervisors

Minimum Education and Experience Required to Perform Essential Functions:

- A minimum of five (5) years' experience in community development work or a combination of education and experience equivalent to graduation from an accredited college or university. Prefer a degree in Urban Planning, Community Economic Development or related with major course work in business, marketing, economics or financial planning.
- Become a member of POI (Professional Developers of Iowa)
- Thorough knowledge of economic development policies and processes and available resources
- Strong ability to plan, organize, coordinate and evaluate economic development activities
- Analytical skills to identify and assess the feasibility of development opportunities
- Proficiency in computer software applications, including Word, Excel and PowerPoint
- Ability to develop and maintain effective working relationships with government officials, the business community, developers, co-workers and the public
- Knowledge of State Code requirements as related to responsibilities
- Knowledge of safety standards and regulations
- Knowledge of management and budgetary principles
- Has the ability to perform the essential elements of the position as defined in the job qualifications, duties, and responsibilities
- Knowledge of all responsibilities and operating procedures
- Ability to tactfully and effectively communicate with others in clearly spoken English
- Knowledge of human relations, psychology, and personal maturity to maintain emotional stability in unusual situations of stress or social interaction pressure
- Ability to interpret and expedite all orders
- Ability to motivate, train, instruct, and supervise personnel
- Candidate for hire must successfully pass a background check, a physical examination, vision, back screen, and drug screen prior to employment
- Candidate must possess a valid driver's license and be able to maintain necessary insurance as directed by Human Resources.

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 graphs. 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 and non-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

Computer, typewriter, printers, calculator (10 key), copier, possess knowledge of general office equipment and procedures, including ability to type rapidly and accurately. Physical ability to work with hands, to stand for extended periods, to perform routine heavy manual labor (50 to 85 pounds of dead lifting and to walk stairs carrying 50 pounds) and to work during possibly adverse weather conditions

Physical Demands

Typical office environment involving sitting, walking, occasional bending, lifting, and carrying paper and related light objects generally weighing 50-85 pounds or less and negligible amount of force frequently or constantly to move objects. Horizontal and vertical reaching motion is required. Aptitudes required are those typically associated with clerical operations including clerical, 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 property descriptions 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. Attendance required

Environmental Adaptability

Work is performed in a typical office environment and has no unusual exposure to 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. Candidate for hire must successfully pass a background check, a physical examination, vision, back screen and drug screen 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 as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I understand 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's Signature

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.

**WOODBURY COUNTY
POSITION DESCRIPTION**

Name:		Department:	Community & Economic Develop
Title:	County Zoning Coordinator	FLSA Designation:	Exempt
Effective Date:	January 2018	Reports to:	County Board of Supervisors

Purpose:

County Zoning Coordinator works with the Community and Economic Development Director and is responsible for duties as assigned to ensure the goals of the department are met. Primarily responsible for the administration of planning and zoning within the County including compliance with all pertinent ordinances and mapping. Assists the amendment process relative to adopted ordinances and maps. Provides for the appeals process, including issuance of special permits and variations pursuant to the final determination. Provides customer services by answering citizen questions by e-mail, telephone, or in person with timely information as to County policies and procedures. Handles complex issues that may ultimately be referred to the Planning and Zoning Commission and/or the Board of Adjustment. Responds tactfully to citizens' complaints and maintains accurate records to show how each citizen (customer) was assisted. Ensures that county ordinances are supported to ensure the quality of life, economic development, land usage intent, and environmental preservation by education/awareness and when necessary, enforcement. Coordinates the notification and serving process when necessary. Ensures on-site verification and conditional use permits. Informs the Board of Supervisors annually with updates concerning the impact of ordinances in the filed and the practical effect of policy. Assists in the support in coordination with the Clerk to Community and Economic Development by ensuring the accuracy of recorded and transcribed minutes for the Planning and Zoning Commission and Board of Adjustment meetings and provides technical expertise that ensures the smooth flow and presentation of such meetings. Assists with GIS and flood-plain mapping by providing technical expertise and products. Provides technical assistance in support of planning, development, and long-term comprehensive plans that forecast community growth and on the impact of county ordinances. The position is also responsible to assist in the overall administration of the Community and Economic Development Department. The assistance includes site investigation, working hand-in-hand with various departments including but not limited to the County Engineer/Secondary Roads, Soil Conservation/NCRS, communities in Woodbury County including the City of Sioux City, State and Federal agencies such as IDNR/FEMA, the IDOT, and the Interstate Justification Report. This position is under the direct authority of County Board of Supervisors but under the administrative charge of the Community and Economic Development 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.

- Be on call 24 hours per day to handle or consult on major problems and work a flexible schedule as needed
- Development and enforcement of adopted Woodbury County Zoning Ordinances, including presentation of information and recommendations to the Board of Supervisors, the Planning and Zoning Commission and the Board of Adjustment.
- Develops policies and procedures, and presents to the Director, and when requested the Board of Supervisors
- Meets with the public and responds to inquiries regarding applicable regulations in an effective manner to best represent the County's interest
- Conducts inspections of unincorporated areas of the County pertaining to the scope of responsibility including new construction, placement of mobile homes, junk yards, and use of land to meet zoning requirements
- Performs a variety of reviews, research and map preparation to provide information and recommendations to the appropriate Board or Commission
- Prepares required paperwork and documents for Zoning Commission, Board of Supervisors and Board of Adjustment meetings as required for presentations.
- Works with flood plain management, land use, water/sewer infrastructure, flood-plain, and environmental issues.
- Attendance is required.

Non-Essential Functions and Responsibilities:

- Performs general receptionist duties including answering the phone, giving information and instructing the caller of correct procedure
- Performs other duties and responsibilities as assigned by County Board of Supervisors or the Director of Community and Economic Development

Minimum Education and Experience Required to Perform Essential Functions:

- Bachelor's degree in Planning or related field recommended
- Minimum High School Diploma with equivalent work experience in a planning position
- 2 years work in a planning position is preferred
- Knowledge of State Code requirements as related to responsibilities
- Knowledge of safety standards and regulations
- Knowledge of management and budgetary principles

Minimum Education and Experience Required to Perform Essential Functions: (Cont.)

- Ability to perform the essential elements of the position as defined in the job qualifications, duties, and responsibilities
- Knowledge of all responsibilities and operating procedures
- Ability to tactfully and effectively communicate with others
- Knowledge of human relations, psychology, and personal maturity to maintain emotional stability in unusual situations of stress or social interaction pressure
- Ability to interpret and expedite all orders
- Ability to motivate, train, instruct, and supervise personnel
- Candidate must possess a valid driver's license and be able to maintain necessary insurance as directed by Human Resources.
- Candidate for hire must successfully pass a background check, a physical examination, vision, back screen, and drug screen prior to employment

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 graphs. Knowledge of basic bookkeeping principles. Knowledge of legislative requirements related to County systems. Knowledge of County principles and procedures.

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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 and non-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

Computer, typewriter, printers, calculator (10 key), copier, mail process machine, possess knowledge of general office equipment and procedures, including ability to type rapidly and accurately proofreading. Physical ability to work with hands, to stand for extended periods, to perform routine heavy manual labor (50 to 85 pounds of dead lifting and to walk stairs carrying 50 pounds) and to work during possibly adverse weather conditions.

Physical Demands

Typical office environment involving sitting, walking, occasional bending, lifting, and carrying paper and related light objects generally weighing 50-85 pounds or less and negligible amount of force frequently or constantly to move objects. Horizontal and vertical reaching motion is required. Aptitudes required are those typically associated with clerical operations including clerical, 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 property descriptions 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. Attendance required.

RESOLUTION #12,561**NOTICE OF PROPERTY SALE**

WHEREAS Woodbury County, Iowa is the owner of a certain parcel of real estate described as:

Legal Description
Survey #5248

All that part of Lot 10 in the Southeast ¼ of the Southeast ¼ of Auditor's Subdivision of Section 14, Township 89 North, Range 48 West of the Fifth Principal Meridian, Sioux City, Woodbury County, Iowa, described as follows:

Commencing at the Southwest corner of Lot 12 of said Auditor's Subdivision of Section 14; thence North 79°42'25" East along the South line of said Lot 12 and said South line projected Easterly for 443.10 feet to the point of beginning; thence North 34°55'20" West for 117.66 feet; thence North 6°10'52" West for 183.17 feet to the Northerly line of said Lot 10; thence North 79°42'25" East along said Northerly line for 62.72 feet; thence South 6°10'52" East for 290.40 feet to said Easterly projection of the South line of said Lot 12; thence South 79°42'25" West along said projected South line for 6.00 feet to the point of beginning.

Said described parcel contains 0.347 acres, more or less, which includes 0.048 acres in roadway easement and 0.064 acres in perpetual easement.

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 **6th Day of June, 2017 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate on the **6th Day of June, 2017**, immediately following the closing of the public hearing to **David W. and Lynette M. Howell of 4710 Military Road, Sioux City, IA.**
3. That said Board proposes to sell the said real estate to **David W. and Lynette M. Howell for consideration of \$4,000.00 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 23rd Day of May, 2017

ATTEST:



Patrick F. Gill
Woodbury County Auditor
and Recorder

WOODBURY COUNTY BOARD OF SUPERVISORS



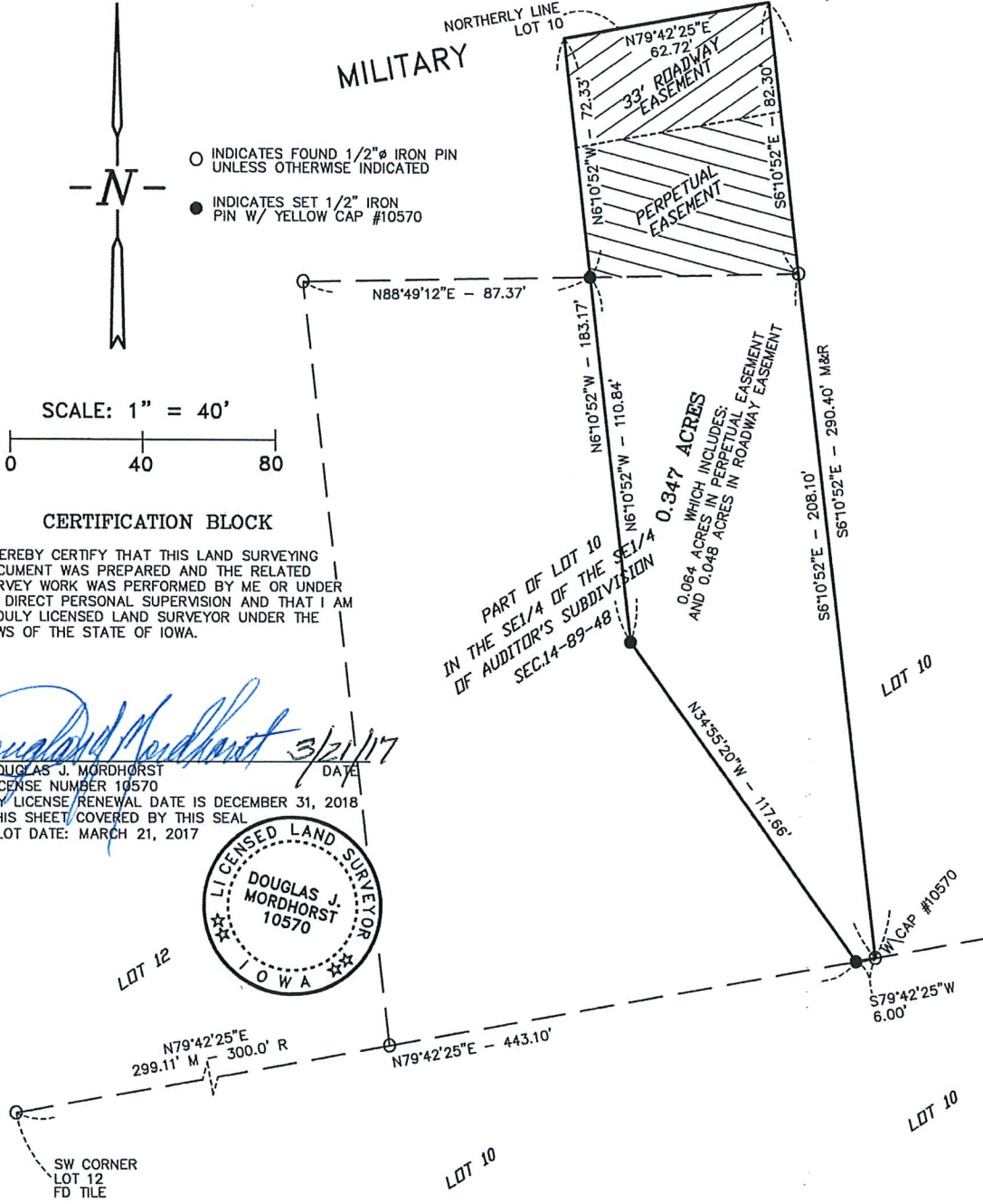
Matthew A. Ung, Chairman

COUNTY: WOODBURY
 SECTION: 14 TOWNSHIP: 89N RANGE: 48W
 ALIQUOT PART: SE1/4 SE1/4
 CITY: SIOUX CITY
 SUBDIVISION: AUDITOR'S PLAT
 BLOCK:
 LOT: 10
 PROPRIETOR: WOODBURY COUNTY
 REQUESTED BY: WOODBURY COUNTY CONSERVATION

MLS & ASSOCIATES P.L.C. 201 BENSON BLDG SIOUX CITY, IA (712)258-6844
 SHEET 1 OF 1

SURVEY # 5248

PLAT OF SURVEY OF PART OF LOT 10 IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF AUDITOR'S SUBDIVISION OF SECTION 14, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE FIFTH PRINCIPAL MERIDIAN, SIOUX CITY, WOODBURY COUNTY, IOWA



CERTIFICATION BLOCK
 I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Douglas J. Mordhorst 3/21/17
 DOUGLAS J. MORDHORST
 LICENSE NUMBER 10570
 MY LICENSE/RENEWAL DATE IS DECEMBER 31, 2018
 THIS SHEET COVERED BY THIS SEAL
 PLOT DATE: MARCH 21, 2017



Legal Description
Survey # 5248

All that part of Lot 10 in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Auditor's Subdivision of Section 14, Township 89 North, Range 48 West of the Fifth Principal Meridian, Sioux City, Woodbury County, Iowa, described as follows:

Commencing at the Southwest corner of Lot 12 of said Auditor's Subdivision of Section 14; thence North $79^{\circ}42'25''$ East along the South line of said Lot 12 and said South line projected Easterly for 443.10 feet to the point of beginning; thence North $34^{\circ}55'20''$ West for 117.66 feet; thence North $6^{\circ}10'52''$ West for 183.17 feet to the Northerly line of said Lot 10; thence North $79^{\circ}42'25''$ East along said Northerly line for 62.72 feet; thence South $6^{\circ}10'52''$ East for 290.40 feet to said Easterly projection of the South line of said Lot 12; thence South $79^{\circ}42'25''$ West along said projected South line for 6.00 feet to the point of beginning.

Said described parcel contains 0.347 acres, more or less, which includes 0.048 acres in roadway easement and 0.064 acres in perpetual easement.

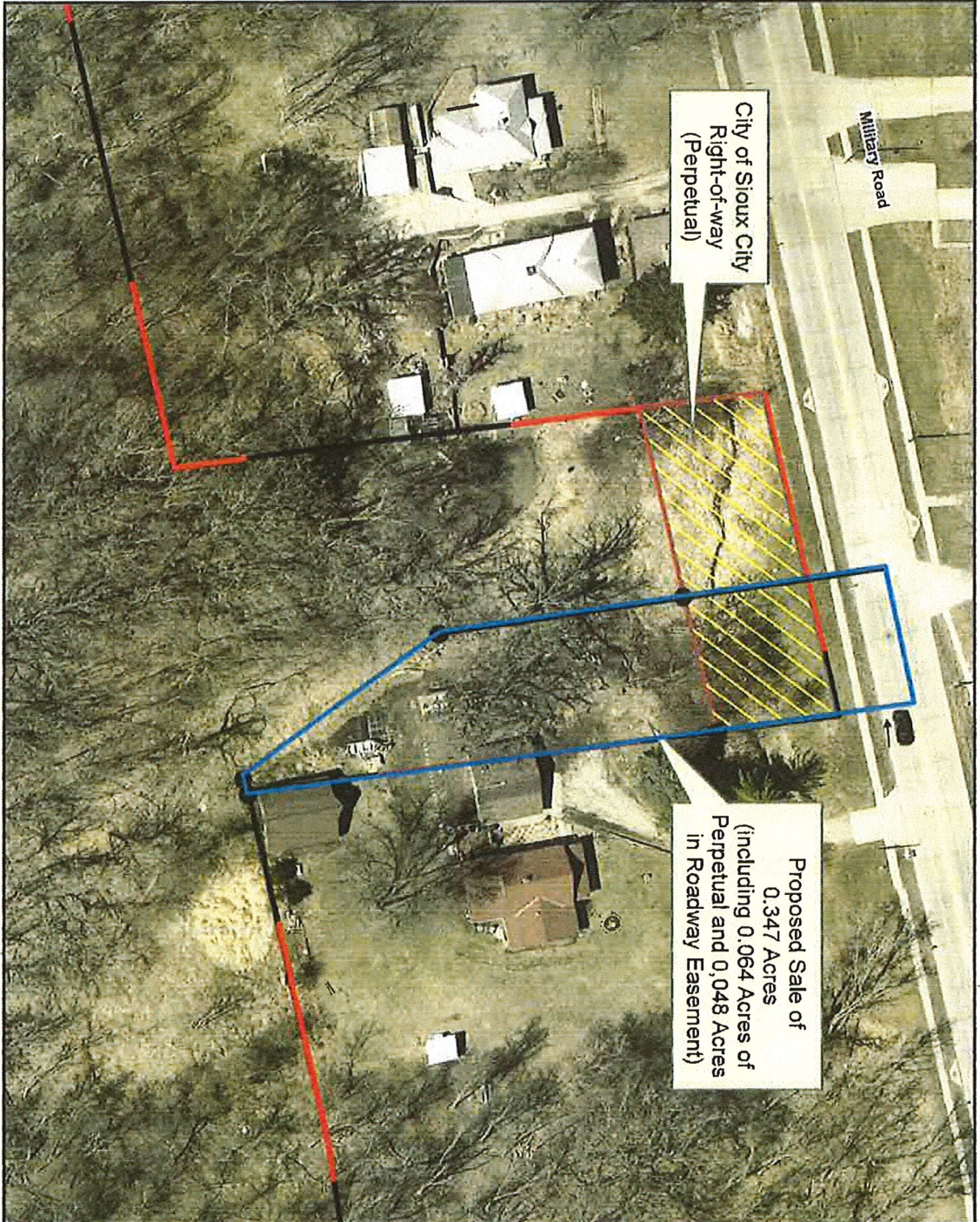





Woodbury County Conservation Dept.

4500 Sioux River Road, Sioux City, Iowa 51109

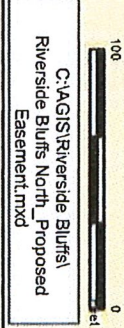
Phone: 712-258-0838

www.woodburyparks.com



- Legend**
-  Riverside Bluffs
 -  Right-of-way
 -  Proposed Parcel Sale

Riverside Bluffs North Proposed Parcel Sale



Aerial Photo - April, 2014
Map Creation Date: July, 2015

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

Date: 6/1/2017 Weekly Agenda Date: 6/6/2017

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

WORDING FOR AGENDA ITEM:

Consider approval of recommendation for maintenance work in Wolf Creek Drainage District

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The county has received a request for maintenance work on the Wolf Creek Drainage District from Westergard Farms. An outlet pipe is blocked by silt and a tree.

BACKGROUND:

The Wolf Creek Drainage District is currently under review for reclassification and annexation of lands in and benefited by the drainage ditch. A project to clean the lower reaches of the district has been recommended by the drainage engineer. The culvert that is subject of this complaint is in the area recommended for cleanout, but is not functioning due to silt and vegetation blocking it.

FINANCIAL IMPACT:

The project is paid for by direct assessment against drainage district lands.

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

Yes No

RECOMMENDATION:

Recommend that the board direct the county engineer to seek quotations for repair and arrange for the repair of the drainage outlet culvert.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board, acting as trustees for the Wolf Creek Drainage District, directs the county engineer to obtain quotes for clean out of a culvert draining lands owned by Westergard Farms and arrange repair of the outlet structure.

WOODBURY COUNTY
DRAINAGE DISTRICT WORK REQUEST FORM

Return form to:

REQUEST NO _____

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

Drainage District of Complaint: Wolf Creek - Lower Wolf Creek Drainage District		
Requested by: Westergaard Farms, Inc Lee Westergaard, Pres	Date:	Home Phone Number: 712-428-4795
Address: 10223 Buckeye Ave		Cell Phone Number: 712-251-0362 <i>call this Number</i>
City, State, Zip Code: Sloan, IA 51055		Landowner or Tenant (Circle one): <input checked="" type="radio"/> Landowner

Location of Property: Township, Section, Range and Quarter Section
T-86-N R-45-W - Sec 26 Willow - SE 1/4

Nature of Complaint: **Flood gate on tube into Wolf Creek is off. Need to replace. Also there is Debris, tree limb in front of outlet on tube - Blocks Flow and piles up silt in front of Tube. Tubes on the North road of Sec 26 into Wolf Creek must have Flood gates Blocked - there is a big accumulation of water in sec 28 and 26 - way more than Normal. Silt Needs to be cleaned out & Flood gates opened.**

Landowner/Tenant Signature: Westergaard Farms, Inc By Lee Westergaard, Pres.	Date: 5-12-17	Received By: Mark J. Nelson
Date Presented to Board:	Assigned to:	Date Assigned:

Disposal of complaint:

Drainage District Maintenance Requests:

1) Requests for maintenance work within drainage districts which are managed by the Woodbury County Board of Supervisors as trustees shall be filed on a form available at the Board of Supervisors office. The requests shall be signed by the complainant and contact information provided for setting up an appointment to view the maintenance issue. Requests for work will be considered at the next scheduled board agenda at which time the Board shall go into session as trustees of the drainage district in question.

2) The Board will receive a recommendation from the county engineer on whether or not to hire a consulting drainage engineer for necessary engineering work in response to a request for maintenance. This decision on whether to hire a consulting engineer will be based on the county engineer's recommendation. Work will be assigned to the secondary road department, if departmental work load allows, or to a drainage engineering consultant to review the site with the complainant. The county engineer or drainage engineering consultant, either of which is hereinafter referred to as the drainage engineer, will contact the complainant and review the location that is the subject of the maintenance request. Photographs of the damage will be taken. A survey of the damage will be done if deemed necessary by the drainage engineer. A report with recommendations for repair work will be filed with the Board of Supervisors for their consideration. Costs for consulting engineers to perform the work of the drainage engineer will be billed to the drainage district in which the complaint is made as part of that districts annual assessment.

RECEIVED
MAY 17 2017
COUNTY ENGINEER
WOODBURY COUNTY IOWA
BY _____



Ahlers & Cooney, P.C.
Attorneys at Law

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

R. Mark Cory
515.246.0378
rcory@ahlerslaw.com

#12

May 31, 2017

Via Email and UPS Next Day Delivery

Michael R. Clayton
County Treasurer
Woodbury County Courthouse
620 Douglas Street
Sioux City, IA 51101-1248

Re: Woodbury County, State of Iowa
General Obligation Capital Loan Notes

Dear Mike:

We enclose suggested proceedings to be acted upon by the Board on the date fixed for the hearings on the authorization to enter into a loan agreement and the issuance of the above mentioned Notes, pursuant to the provisions of Code Sections 331.402 and 331.443. Certificates to attest the proceedings are also enclosed. **There are five sets of procedure covering the five hearings.**

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

Also enclosed is an extra copy of each set of proceedings to be filled in as the original and certified back to this office.

Action Must Be Taken At The Hearing.

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

May 31, 2017
Page 2

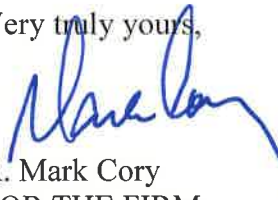
In the event the Board decides to abandon the proposal, then the form of resolution included in the proceedings should not be adopted. We would suggest that, in this event, a motion merely be adopted to the effect that such proposal is abandoned.

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

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

If you have any questions pertaining to the proceedings enclosed or this letter, please do not hesitate to either write or call.

Very truly yours,



R. Mark Cory
FOR THE FIRM

RMC:csm
Enclosures
cc: Karen James
Dennis Butler

01368912-1\18799-024

**Recap of all Five Capital Loan Notes for FY 2017
Breakdown of Projects by Note**

A.	Courthouse - HVAC Automation	826,000
	Siouxland District Health - HVAC Automation	37,909
	Total not to exceed 1,200,000	863,909
B.	Courthouse - Steamtraps	437,000
	Tropser Hoyt - Steamtraps	179,574
	Siouxland District Health -New Boiler Replacement	70,280
	Total not to exceed 850,000	686,854
C.	Courthouse - Exterior Façade Windows	450,000
	Courthouse - Needs Assessment	67,290
	Courthouse - Judges Room 207 Carpet	5,377
	Courthouse - Chiller Eddy Current Test & Tube Bundle Cleaning	5,000
	Courthouse - Terra Cota	50,000
	Courthouse - Painting	20,000
	Courthouse - Electrical	20,000
	LEC - Public Restrooms	16,000
	LEC - Windows & Doors	10,000
	LEC - Mudjacking Southwest Corner	25,038
	LEC - Correctional Facility Renovation	109,734
	LEC - Optimization Plan	24,600
	LEC - Court Room Audio	3,485
	LEC - Sheriff's Kitchen	75,000
	LEC - Sheriff's Administrative Remodel	150,000
	Praire Hills - Miscellaneous Repairs	42,460
	Climbing Hills - Animal Housing	7,500
	Climbing Hills - Modernize Emergency Services Space	17,000
	Total not to exceed 1,100,000	1,098,484
D.	Courthouse - Security System	4,457
	Courthouse - WCICC Technology	150,000
	Courthouse - County wide PC Replacement	87,000
	Auditor - Voting Machines	250,000
	Tropser Hoyt - Juvenile Detention Boards in the Receiving Unit	355,100
	Tropser Hoyt - Detention Electronic Door & Hardware	50,000
	Tropser Hoyt - Detention Flooring (Tile) Replacement	15,000
	Tropser Hoyt - Juvenile Detention Travel Cables for Cameras	1,073
	WIT - Security Communication Center	155,527
	Total not to exceed 1,100,000	1,068,157
E.	LEC - Jail Intake	1,000,000
	Total not to exceed 1,000,000	1,000,000
	Grand Total of all Issues	4,717,404

ITEMS TO INCLUDE ON AGENDA FOR JUNE 6, 2017**WOODBURY COUNTY, IOWA**

Not to Exceed \$900,000 General Obligation Capital Loan Notes.

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

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

June 6, 2017

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

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$900,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of HVAC Automation Projects at the Courthouse and Siouxland District Health Facility, at a total cost of the projects not to exceed \$1,200,000, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

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

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

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

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

Whereupon, Board Member _____ introduced and delivered to the Auditor the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2017, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$900,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$900,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of HVAC Automation Projects at the Courthouse and Siouxland District Health Facility, at a total cost of the projects not to exceed \$1,200,000, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$900,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

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

PASSED AND APPROVED this 6th day of June, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

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

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

County Auditor, Woodbury County, State of Iowa

(SEAL)

ITEMS TO INCLUDE ON AGENDA FOR JUNE 6, 2017
WOODBURY COUNTY, IOWA

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

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

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

June 6, 2017

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

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$850,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of boiler and steamtrap improvement projects at the Courthouse, Trosper Hoyt Facility and Siouxland District Health Facility, at a total cost of the projects not to exceed \$1,200,000, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

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

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

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

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

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

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2017, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

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

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$850,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of boiler and steamtrap improvement projects at the Courthouse, Trospen Hoyt Facility and Siouxland District Health Facility, at a total cost of the projects not to exceed \$1,200,000, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

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

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

PASSED AND APPROVED this 6th day of June, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

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

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

County Auditor, Woodbury County, State of Iowa

(SEAL)

ITEMS TO INCLUDE ON AGENDA FOR JUNE 6, 2017

WOODBURY COUNTY, IOWA

Not to Exceed \$1,100,000 General Obligation Capital Loan Notes.

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

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

June 6, 2017

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

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of Miscellaneous needs assessments and facility maintenance, replacement projects at the Courthouse, Law Enforcement Center, Prairie Hills Facility and Climbing Hills Facility, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

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

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

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

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

Whereupon, Board Member _____ introduced and delivered to the Auditor the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,100,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2017, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,100,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of Miscellaneous needs assessments and facility maintenance, replacement projects at the Courthouse, Law Enforcement Center, Prairie Hills Facility and Climbing Hills Facility, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,100,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

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

PASSED AND APPROVED this 6th day of June, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

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

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

County Auditor, Woodbury County, State of Iowa

(SEAL)

ITEMS TO INCLUDE ON AGENDA FOR JUNE 6, 2017
WOODBURY COUNTY, IOWA

Not to Exceed \$1,100,000 General Obligation Capital Loan Notes.

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

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

June 6, 2017

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

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of security technology and voting equipment projects at the Courthouse, Law Enforcement Center, Trosper Hoyt Facility and WCIC Facility, at a total cost of the projects not to exceed \$1,200,000, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

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

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

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

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

Whereupon, Board Member _____ introduced and delivered to the Auditor the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,100,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2017, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,100,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,100,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of security technology and voting equipment projects at the Courthouse, Law Enforcement Center, Trooper Hoyt Facility and WCIC Facility, at a total cost of the projects not to exceed \$1,200,000, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,100,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

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

PASSED AND APPROVED this 6th day of June, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

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

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

County Auditor, Woodbury County, State of Iowa

(SEAL)

ITEMS TO INCLUDE ON AGENDA FOR JUNE 6, 2017

WOODBURY COUNTY, IOWA

Not to Exceed \$1,000,000 General Obligation Capital Loan Notes.

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

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

June 6, 2017

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

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$1,000,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of constructing, equipping, and furnishing improvements for the Law Enforcement Center Jail Intake Project, at a cost not to exceed \$1,200,000 for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 331.402 and 331.443 of the Code of Iowa.

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

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

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

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

Whereupon, Board Member _____ introduced and delivered to the Auditor the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2017, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,000,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,000,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of constructing, equipping, and furnishing improvements for the Law Enforcement Center Jail Intake Project, at a cost not to exceed \$1,200,000, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

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

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

PASSED AND APPROVED this 6th day of June, 2017.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

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

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

County Auditor, Woodbury County, State of Iowa

(SEAL)

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

#13

Date: 6/1/2017 Weekly Agenda Date: 6/6/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Ung, Budget Director Butler

WORDING FOR AGENDA ITEM:

Overtime in Juvenile Mental Health/Teen Court Dept.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

A budget amendment was required for this department, and the budget director has uncovered the attached information.

BACKGROUND:

See letter.

FINANCIAL IMPACT:

In the past three fiscal years, overtime in this one department has been paid to one individual, and is ten times the overtime found in four other county departments combined.

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?

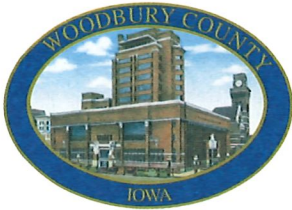
Yes No

RECOMMENDATION:

Ensure that the board's budgeting is being followed by ceasing the practice of making the board or liaisons aware of overtime through budget amendments rather than bringing the information forward during during the budget process.

ACTION REQUIRED / PROPOSED MOTION:

See letter.



Woodbury County Board of Supervisors

Courthouse • Room 104
620 Douglas Street • Sioux City, Iowa 51101
Telephone (712) 279-6525 • Fax (712) 279-6577

MEMBERS

ROCKY L. DE WITT
LAWTON

MARTY POTTEBAUM
SIOUX CITY

KEITH W. RADIG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY


MATTHEW A. UNG
SIOUX CITY

FINANCE / BUDGET DIRECTOR
DENNIS BUTLER

ADMINISTRATIVE ASSISTANT
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

To: Woodbury County Supervisors

From: Dennis D. Butler, Finance/Budget Director 

Date: June 1, 2017

RE: Overtime in Juvenile Mental Health/Teen Court Department

After reviewing the overtime budgeted and paid in the Juvenile Mental Health/ Teen Court department several concerns have arisen. I will attempt to go through each item carefully.

The first item deals with who is authorized to sign payroll for Juvenile Detention and Juvenile Mental Health/ Teen Court. The County Auditor's office requires an Elected Official or Department Head to notify the Payroll department who can sign payrolls each bi-week. The Juvenile Detention Director (Mark Olson) authorized four other individuals other than himself to sign the bi-weekly payroll sheets. They are Jill Gilmore (Assistant Director), Ryan Weber (Assistant Director), Jeff Davis (Youth Worker) and Dianne McTeer (Caseworker). If there are any changes in the authorizations, the director has to notify the Payroll department in writing. This practice may need to be reviewed but in each instance the Director is responsible.

The next concern deals with the budget. When creating the budget for the next FY the Budget Director (Dennis Butler) has the County Auditors office and Human Resources calculate the new payrolls for the proposed new FY. When these calculations are done, the payroll department sends the listings to the Elected Officials and Departments for verification that the employees are coded properly to the correct department. The Auditors office also sends out the overtime request for number of hours each department anticipates in overtime and returns that to the payroll department. Then there is a calculation of taking those hours requested multiplied by new projected salaries to input the results in the new proposed FY budget. The only request has been for overtime in the Juvenile Detention department, but there has been no request for overtime in the Juvenile Mental Health/Teen Court budget, which is why the issue to this point has not arisen to the level of further scrutiny. See **Attachment B**.

This past Tuesday the Board of Supervisors held a public hearing amending the current FY 17 budget. Included in the budget amendment was an item for an additional \$6,000 for overtime in the Juvenile Mental Health/ Teen Court department budget. Seeming there was zero for overtime budgeted the amendment was necessary to cover the expenses that had already incurred. I will now give a history of the current FY and past two FYs showing overtime for the Juvenile Mental Health/Teen Court budgets. See **Attachments C 1,2,3**.

<u>FY</u>	<u>Budget</u>	<u>Expended</u>	<u>Over</u>
2017	6,000*	6,171.41	171.41 Attachment C-1
2016	1,500	8,897.32	7,397.32 Attachment C-2
2015	0	4,515.00	4,515.00 Attachment C-3

* Before the amendment there was zero budgeted.

It should be noted that there is only **one** individual in this department.

This type of overtime seems consistent every payroll and for this one department Juvenile Mental Health/ Teen Court, nearly \$20,000 went to one individual whereas four departments combined had just over \$2,000 combined over the same period.

I have broken out four different departments to give some history of overtime.

	<u>FY 2015</u>		<u>FY 2016</u>		<u>FY 2017</u>	
	<u>Budget</u>	<u>Expended</u>	<u>Budget</u>	<u>Expended</u>	<u>Budget</u>	<u>Expended</u>
County Auditor:						
Administration	-	7.20	-	249.53	-	7.53
Recorder	-	134.11	-	243.38	-	759.64
Election Administration	-	302.25	-	545.52	-	1,191.11
County Treasurer:						
Tax Department	-	25.71	-	44.00	-	102.63
Motor Vehicle Department	-	137.72	-	86.90	-	104.46
County Attorney:						
Administration	-	-	-	-	-	-
Juvenile Division	-	-	-	-	-	-
Conservation:						
Administration	-	-	-	-	-	-
County Parks	-	-	-	-	-	-
Totals	-	606.99	-	1,169.33	-	2,165.37

It must be noted that any overtime in all four of these departments were covered in their respective budgets through other unspent line items without any budget amendments.

My suggestions are two fold: (1) stop all overtime in this department as there are no funds left to spend and (2) implement a flex plan schedule as the union contract allows this procedure.

Hopefully this memo is of assistance.

PAYROLL CHECKS RECEIVED BY DEPARTMENT

Attachment A

11/1/2016		Authorized Signature	Contact Person	Initial Changes	Pick-up Payroll	6/9/17	Initial
Co Assessor	504	Julie Conolly Scott Clausen Glenda Olson	Julie Conolly Scott Clausen Glenda Olson	Julie Conolly Scott Clausen Glenda Olson	Julie Conolly Scott Clausen Glenda Olson Tyler Mogensen		
Sheriff	1001-65 1422 1430	Dave Drew Todd Wieck Greg Stallman Loxi Arndt	Lynette P All Others Jennifer B Loxi A	Jail 1051 Lynette P All Others Jennifer B Loxi A	All Areas Jennifer Beeson Loxi Arndt Todd Wieck		
In order of listing:							
Co Attorney	1101-04	Cathy Warner Syd Engel	Cathy Warner Syd Engel	Cathy Warner Syd Engel	Cathy Warner Syd Engel		
EMS Disaster	1211-1214	Gary Brown Dawn Zahnley	Gary Brown Dawn Zahnley	Gary Brown Dawn Zahnley	Gary Brown Dawn Zahnley		
EMA	1238	Rebecca Socknat	Rebecca Socknat	Rebecca Socknat	Rebecca Socknat		
Dist Health	3001-42 3410	Joy Caudron Jeni Johnson Kevin Grieme Tyler Brock	Joy Caudron Jeni Johnson Kevin Grieme	Joy Caudron Jeni Johnson Kevin Grieme	Joy Caudron Jeni Johnson Kevin Grieme Tyler Brock		
Vet Affairs	3201	Danielle Dempster Kelly Hansen	Danielle Dempster Kelly Hansen	Danielle Dempster Kelly Hansen	Danielle Dempster Kelly Hansen Nick Nieman		
Juv Det	3301 3312 3313 3314 3315	Mark Olson Jill Gilmore Ryan Weber Jeff Davis Dianne McTeer	Mark Olson Jill Gilmore Ryan Weber Jeff Davis Dianne McTeer	Mark Olson Jill Gilmore Ryan Weber Jeff Davis Dianne McTeer	Mark Olson Jill Gilmore Ryan Weber Dianne McTeer		
Social Serv	4211-4221 4011-4111	Patty Putman	Patty Putman	Patty Putman	Patty Putman Julie Albright		
Conservation DO NOT STAPLE	6101-6104 6111 6112 6113-6117	Rick Schneider Dawn Bostwick Brian Stehr	Dawn Bostwick Rich Schneider	Rick Schneider Dawn Bostwick Brian Stehr	Rick Schneider		
Plan & Zone	6301	John Pylelo Peggy Napier David Gleiser Dawn Norton	Peggy Napier Dawn Norton	Peggy Napier John Pylelo Dawn Norton David Gleiser	Peggy Napier Dawn Norton John Pylelo David Gleiser		
Sec Roads DO NOT STAPLE	6011 7011 7112-7115	Mark Nahra Ben Kusler	Tish Brice Faye Hill Mark Nahra	Tish Brice Faye Hill Mark Nahra	Tish Brice Faye Hill Mark Nahra		
Co Library	6401	Donna Chapman	Donna Chapman	Donna Chapman	same as Sec Rds		
Elections	8001	Steve Hofmeyer	Kim Grieve	Steve Hofmeyer			
Treasurer	8101-Auto 9021 - Tax	Mike Clayton Diana Christensen Mike Clayton	Mike Clayton Diana Chrisensen Mike Clayton	Mike Clayton Diana Christensen Mike Clayton	Mike Clayton Diana Christensen Mike Clayton		
Recorder	8111	Diane Peterson	Diane Peterson	Diane Peterson	Diane Peterson		
Board	9001-02	Karen James	Karen James	Karen James	Karen James Heather Satterwhite		
HR	9003	Ed Gilliland Melissa Thomas	Ed Gilliland Melissa Thomas	Ed Gilliland Melissa Thomas	Ed Gilliland Melissa Thomas		
Econ Develop	9007	David Gleiser Dawn Norton John Pylelo Peggy Napier	Dawn Norton Peggy Napier David Gleiser John Pylelo	Dawn Norton Peggy Napier David Gleiser John Pylelo	Dawn Norton Peggy Napier David Gleiser John Pylelo		
Auditor	9011	Michelle Skaff	Michelle Skaff	Michelle Skaff			
Bldg Svs	9101 - 9103	Kenny Schmidt Steve Holden	Kenny Schmidt Steve Holden Rene Pettigrew	Kenny Schmidt Steve Holden Rene Pettigrew	Kenny Schmidt Steve Holden Rene Pettigrew		

mark auth these people

Jean Jessen - Re: Overtime & Shift Diff - FY18 Payroll Budget

From: Mark Olsen
To: Jessen, Jean
Date: 9/19/2016 4:42 PM
Subject: Re: Overtime & Shift Diff - FY18 Payroll Budget

Lets use the same amounts

Mark Olsen
Director
WCJDC

>>> Jean Jessen 9/15/2016 8:36 AM >>>
Sorry, here is the attachment.
jean

>>> Jean Jessen 9/15/2016 8:33 AM >>>
Good morning,
Please find attached the Extra Pay Category worksheet for the FY18 payroll budget.
Would you be able to complete this as soon as possible and sent us back a copy. We are trying to complete the payroll budget process prior to my departure.
thanks,
jean

FY 18

EXTRA PAY CATEGORIES

Exp	002-3301 - General Supp Detention	Budget FY17	Spent thru 09/14/16	Request FY18
1019	Overtime	30,000	7,355	-
1022	Shift Differential	5,300	1,336	-

Jean Jessen - Hello,

From: Jean Jessen
To: Olsen, Mark
Date: 9/6/2015 3:49 PM
Subject: Hello,
CC: Butler, Dennis; Gill, Patrick
Attachments: Detention Extra Pay Categories sent 09-06-15.xlsx; 20150906155522017.pdf

Hello,

That time of year again. Please complete the Request FY17 column and return to us, by October 1, 2015, the attached Extra Pay Category worksheet. We have listed the budget amount and the amount spent through 09/04/14 for your review. Also, attached is a copy of the September 2015 Detail Budget Report, so you can see where we arrived at our numbers.

Please let us know if you have any further questions.

thanks,
jean

FY 16

EXTRA PAY CATEGORIES

Exp	002-3301 - General Supp Detention	Budget FY16	Spent thru 09/04/15	Request FY17
1019	Overtime	30,000	7,147	-
1022	Shift Differential	5,300	963	-

Date: 5/30/2017

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT**

FY16 (July 1, 2016 - June 30, 2017) May 26, 2017

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	3.750	\$97.16	6/24/2016	7/8/2016	B
MCGRORY STEVE V	PH	3.750	\$48.58	6/24/2016		B
MCGRORY STEVE V	OT	0.250	\$6.51	7/1/2016		B
MCGRORY STEVE V	PH	0.250	\$3.32	7/1/2016		B
		8.000	\$155.57			
MCGRORY STEVE V	OT	4.500	\$119.52	7/15/2016	7/22/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	7/15/2016		B
		9.000	\$179.28			
MCGRORY STEVE V	OT	4.250	\$112.88	7/29/2016	8/5/2016	B
MCGRORY STEVE V	PH	4.250	\$56.44	7/29/2016		B
		8.500	\$169.32			
MCGRORY STEVE V	OT	1.000	\$26.56	8/5/2016	8/19/2016	B
MCGRORY STEVE V	PH	1.000	\$13.28	8/5/2016		B
MCGRORY STEVE V	OT	4.500	\$119.52	8/12/2016		B
MCGRORY STEVE V	PH	4.500	\$59.76	8/12/2016		B
		11.000	\$219.12			
MCGRORY STEVE V	OT	4.500	\$119.52	8/26/2016	9/2/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	8/26/2016		B
		9.000	\$179.28			
MCGRORY STEVE V	OT	4.500	\$119.52	9/9/2016	9/16/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	9/9/2016		B
		9.000	\$179.28			
MCGRORY STEVE V	OT	4.500	\$119.52	9/16/2016	9/30/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	9/16/2016		B
MCGRORY STEVE V	OT	0.500	\$13.28	9/23/2016		B
		9.500	\$192.56			
MCGRORY STEVE V	OT	4.500	\$119.52	9/30/2016	10/14/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	9/30/2016		B
MCGRORY STEVE V	OT	0.500	\$13.28	10/7/2016		B

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2016 - June 30,2017)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	PH	0.500	\$6.64	10/7/2016	10/14/2016	B
		10.000	\$199.20			
MCGRORY STEVE V	OT	5.500	\$146.08	10/14/2016	10/28/2016	B
MCGRORY STEVE V	PH	5.500	\$73.04	10/14/2016		B
MCGRORY STEVE V	OT	0.750	\$19.92	10/21/2016		B
MCGRORY STEVE V	PH	0.750	\$9.96	10/21/2016		B
		12.500	\$249.00			
MCGRORY STEVE V	OT	4.750	\$126.16	10/28/2016	11/10/2016	B
MCGRORY STEVE V	PH	4.750	\$63.08	10/28/2016		B
		9.500	\$189.24			
MCGRORY STEVE V	OT	5.000	\$132.80	11/11/2016	11/23/2016	B
MCGRORY STEVE V	PH	5.000	\$66.40	11/11/2016		B
		10.000	\$199.20			
MCGRORY STEVE V	OT	0.250	\$6.64	11/25/2016	12/9/2016	B
MCGRORY STEVE V	PH	0.250	\$3.32	11/25/2016		B
MCGRORY STEVE V	OT	4.750	\$126.16	12/2/2016		B
MCGRORY STEVE V	PH	4.750	\$63.08	12/2/2016		B
		10.000	\$199.20			
MCGRORY STEVE V	OT	4.500	\$119.52	12/16/2016	12/23/2016	B
MCGRORY STEVE V	PH	4.500	\$59.76	12/16/2016		B
		9.000	\$179.28			
MCGRORY STEVE V	OT	0.250	\$6.64	12/23/2016	1/6/2017	B
MCGRORY STEVE V	OT	3.750	\$99.60	12/30/2016		B
MCGRORY STEVE V	PH	3.750	\$49.80	12/30/2016		B
		7.750	\$156.04			
MCGRORY STEVE V	OT	0.250	\$6.64	1/6/2017	1/20/2017	B
MCGRORY STEVE V	PH	0.250	\$3.32	1/6/2017		B
MCGRORY STEVE V	OT	5.000	\$132.80	1/13/2017		B
MCGRORY STEVE V	PH	5.000	\$66.40	1/13/2017		B

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2016 - June 30,2017)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
		10.500	\$209.16			
MCGRORY STEVE V	OT	0.250	\$6.64	1/20/2017	2/3/2017	B
MCGRORY STEVE V	PH	0.250	\$3.32	1/20/2017		B
MCGRORY STEVE V	OT	3.500	\$92.96	1/27/2017		B
MCGRORY STEVE V	PH	3.500	\$46.48	1/27/2017		B
		7.500	\$149.40			
MCGRORY STEVE V	OT	0.750	\$19.92	2/3/2017	2/17/2017	B
MCGRORY STEVE V	PH	0.750	\$9.96	2/3/2017		B
MCGRORY STEVE V	OT	4.500	\$119.52	2/10/2017		B
MCGRORY STEVE V	PH	4.500	\$59.76	2/10/2017		B
		10.500	\$209.16			
MCGRORY STEVE V	OT	1.250	\$33.20	2/17/2017	3/3/2017	B
MCGRORY STEVE V	PH	1.250	\$16.60	2/17/2017		B
MCGRORY STEVE V	OT	7.250	\$192.56	2/25/2017		B
MCGRORY STEVE V	PH	7.250	\$96.28	2/25/2017		B
		17.000	\$338.64			
MCGRORY STEVE V	OT	4.750	\$126.16	3/3/2017	3/17/2017	B
MCGRORY STEVE V	PH	4.750	\$63.08	3/3/2017		B
MCGRORY STEVE V	OT	5.500	\$146.08	3/12/2017		B
MCGRORY STEVE V	PH	5.500	\$73.04	3/12/2017		B
		20.500	\$408.36			
MCGRORY STEVE V	OT	0.750	\$19.92	3/17/2017	3/31/2017	B
MCGRORY STEVE V	PH	0.750	\$9.96	3/17/2017		B
MCGRORY STEVE V	OT	10.750	\$285.52	3/24/2017		B
MCGRORY STEVE V	PH	10.750	\$142.76	3/24/2017		B
		23.000	\$458.16			
MCGRORY STEVE V	OT	4.500	\$119.52	3/31/2017	4/13/2017	B
MCGRORY STEVE V	PH	4.500	\$59.76	3/31/2017		B
MCGRORY STEVE V	OT	4.750	\$126.16	4/7/2017		B
MCGRORY STEVE V	PH	4.750	\$63.08	4/7/2017		B

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2016 - June 30,2017)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
		18.500	\$368.52			
MCGRORY STEVE V	OT	6.000	\$159.36	4/14/2017	4/28/2017	B
MCGRORY STEVE V	PH	6.000	\$79.68	4/14/2017		B
MCGRORY STEVE V	OT	6.250	\$166.00	4/21/2017		B
MCGRORY STEVE V	PH	6.250	\$83.00	4/21/2017		B
		24.500	\$488.04			
MCGRORY STEVE V	OT	6.750	\$179.28	4/28/2017	5/12/2017	B
MCGRORY STEVE V	PH	6.750	\$89.64	4/28/2017		B
MCGRORY STEVE V	OT	5.750	\$152.72	5/5/2017		B
MCGRORY STEVE V	PH	5.750	\$76.36	5/5/2017		B
		25.000	\$498.00			
MCGRORY STEVE V	OT	9.250	\$245.68	5/13/2017	5/26/2017	B
MCGRORY STEVE V	PH	9.250	\$122.84	5/13/2017		B
MCGRORY STEVE V	OT	0.750	\$19.92	5/19/2017		B
MCGRORY STEVE V	PH	0.750	\$9.96	5/19/2017		B
		20.000	\$398.40			
		309.750	\$6,171.41			

24 of 24 paychecks
154.87

Ave = 6.45 per paychecks.

Date: 5/30/2017

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2015 - June 30,2016)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	4.250	\$107.95	6/26/2015	7/10/2015	B
MCGRORY STEVE V	PH	4.250	\$53.98	6/26/2015		B
		8.500	\$161.93			
MCGRORY STEVE V	OT	0.250	\$6.48	7/17/2015	7/24/2015	B
MCGRORY STEVE V	PH	0.250	\$3.24	7/17/2015		B
		0.500	\$9.72			
MCGRORY STEVE V	OT	6.750	\$174.89	7/24/2015	8/7/2015	B
MCGRORY STEVE V	PH	6.750	\$87.68	7/24/2015		B
		13.500	\$262.57			
MCGRORY STEVE V	OT	1.500	\$38.87	8/7/2015	8/21/2015	B
MCGRORY STEVE V	PH	1.500	\$19.43	8/7/2015		B
MCGRORY STEVE V	OT	5.750	\$148.98	8/14/2015		B
MCGRORY STEVE V	PH	5.750	\$74.49	8/14/2015		B
		14.500	\$281.77			
MCGRORY STEVE V	OT	0.500	\$12.96	8/21/2015	9/4/2015	B
MCGRORY STEVE V	PH	0.500	\$6.48	8/21/2015		B
MCGRORY STEVE V	OT	5.250	\$136.03	8/28/2015		B
MCGRORY STEVE V	PH	5.250	\$68.01	8/28/2015		B
		11.500	\$223.48			
MCGRORY STEVE V	OT	1.750	\$45.34	9/4/2015	9/18/2015	B
MCGRORY STEVE V	PH	1.750	\$22.67	9/4/2015		B
MCGRORY STEVE V	OT	5.250	\$136.03	9/11/2015		B
MCGRORY STEVE V	PH	5.250	\$68.01	9/11/2015		B
		14.000	\$272.05			
MCGRORY STEVE V	OT	1.250	\$32.39	9/18/2015	10/2/2015	B
MCGRORY STEVE V	PH	1.250	\$16.22	9/18/2015		B
MCGRORY STEVE V	OT	6.000	\$155.46	9/25/2015		B
MCGRORY STEVE V	PH	6.000	\$77.73	9/25/2015		B
		14.500	\$281.80			

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2015 - June 30,2016)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	1.750	\$45.34	10/2/2015	10/16/2015	B
MCGRORY STEVE V	PH	1.750	\$22.67	10/2/2015		B
MCGRORY STEVE V	OT	3.750	\$97.16	10/9/2015		B
MCGRORY STEVE V	PH	3.750	\$48.58	10/9/2015		B
		11.000	\$213.75			
MCGRORY STEVE V	OT	7.000	\$181.37	10/16/2015	10/30/2015	B
MCGRORY STEVE V	PH	7.000	\$90.69	10/16/2015		B
MCGRORY STEVE V	OT	2.000	\$51.82	10/23/2015		B
MCGRORY STEVE V	PH	2.000	\$25.91	10/23/2015		B
		18.000	\$349.79			
MCGRORY STEVE V	OT	8.500	\$220.24	10/30/2015	11/13/2015	B
MCGRORY STEVE V	PH	8.500	\$110.12	10/30/2015		B
MCGRORY STEVE V	OT	2.500	\$64.78	11/6/2015		B
MCGRORY STEVE V	PH	2.500	\$32.39	11/6/2015		B
		22.000	\$427.53			
MCGRORY STEVE V	OT	5.000	\$129.55	11/13/2015	11/25/2015	B
MCGRORY STEVE V	PH	5.000	\$64.78	11/13/2015		B
MCGRORY STEVE V	OT	4.750	\$123.07	11/20/2015		B
MCGRORY STEVE V	PH	4.750	\$61.54	11/20/2015		B
		19.500	\$378.94			
MCGRORY STEVE V	OT	9.500	\$246.15	11/27/2015	12/11/2015	B
MCGRORY STEVE V	PH	9.500	\$123.07	11/27/2015		B
MCGRORY STEVE V	OT	1.250	\$32.39	12/4/2015		B
MCGRORY STEVE V	PH	1.250	\$16.19	12/4/2015		B
		21.500	\$417.80			
MCGRORY STEVE V	OT	7.500	\$194.33	12/11/2015	12/23/2015	B
MCGRORY STEVE V	PH	7.500	\$97.31	12/11/2015		B
MCGRORY STEVE V	OT	4.250	\$110.12	12/18/2015		B
MCGRORY STEVE V	PH	4.250	\$55.06	12/18/2015		B
		23.500	\$456.82			

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2015 - June 30,2016)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	8.250	\$213.76	12/25/2015	1/8/2016	B
MCGRORY STEVE V	PH	8.250	\$106.88	12/25/2015		B
MCGRORY STEVE V	OT	0.250	\$6.48	1/1/2016		B
MCGRORY STEVE V	PH	0.250	\$3.24	1/1/2016		B
		17.000	\$330.36			
MCGRORY STEVE V	OT	7.250	\$187.85	1/8/2016	1/22/2016	B
MCGRORY STEVE V	PH	7.250	\$93.92	1/8/2016		B
MCGRORY STEVE V	OT	7.000	\$181.37	1/15/2016		B
MCGRORY STEVE V	PH	7.000	\$90.69	1/15/2016		B
		28.500	\$553.83			
MCGRORY STEVE V	OT	4.750	\$123.07	1/22/2016	2/5/2016	B
MCGRORY STEVE V	PH	4.750	\$61.54	1/22/2016		B
MCGRORY STEVE V	OT	5.750	\$148.98	1/29/2016		B
MCGRORY STEVE V	PH	5.750	\$74.49	1/29/2016		B
		21.000	\$408.08			
MCGRORY STEVE V	OT	7.750	\$200.80	2/5/2016	2/19/2016	B
MCGRORY STEVE V	PH	7.750	\$100.40	2/5/2016		B
MCGRORY STEVE V	OT	5.250	\$136.03	2/12/2016		B
MCGRORY STEVE V	PH	5.250	\$68.01	2/12/2016		B
		26.000	\$505.24			
MCGRORY STEVE V	OT	6.000	\$155.46	2/19/2016	3/4/2016	B
MCGRORY STEVE V	PH	6.000	\$77.73	2/19/2016		B
MCGRORY STEVE V	OT	5.750	\$148.98	2/26/2016		B
MCGRORY STEVE V	PH	5.750	\$74.49	2/26/2016		B
		23.500	\$456.66			
MCGRORY STEVE V	OT	8.000	\$207.28	3/4/2016	3/18/2016	B
MCGRORY STEVE V	PH	8.000	\$103.64	3/4/2016		B
MCGRORY STEVE V	OT	4.250	\$110.12	3/11/2016		B
MCGRORY STEVE V	PH	4.250	\$55.06	3/11/2016		B
		24.500	\$476.10			

Date: 5/30/2017

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2015 - June 30,2016)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	6.500	\$168.42	3/18/2016	4/1/2016	B
MCGRORY STEVE V	PH	4.500	\$58.30	3/18/2016		B
MCGRORY STEVE V	OT	4.000	\$103.64	3/25/2016		B
MCGRORY STEVE V	PH	4.000	\$51.82	3/25/2016		B
		19.000	\$382.18			
MCGRORY STEVE V	OT	5.250	\$136.03	4/1/2016	4/15/2016	B
MCGRORY STEVE V	PH	5.250	\$68.01	4/1/2016		B
MCGRORY STEVE V	OT	6.250	\$161.94	4/8/2016		B
MCGRORY STEVE V	PH	6.250	\$80.97	4/8/2016		B
		23.000	\$446.95			
MCGRORY STEVE V	OT	9.000	\$233.19	4/15/2016	4/29/2016	B
MCGRORY STEVE V	PH	7.000	\$90.69	4/15/2016		B
MCGRORY STEVE V	OT	6.750	\$174.89	4/22/2016		B
MCGRORY STEVE V	PH	4.750	\$61.54	4/22/2016		B
		27.500	\$560.31			
MCGRORY STEVE V	OT	7.750	\$200.80	4/29/2016	5/13/2016	B
MCGRORY STEVE V	PH	7.750	\$100.40	4/29/2016		B
MCGRORY STEVE V	OT	1.750	\$45.34	5/6/2016		B
MCGRORY STEVE V	PH	1.750	\$22.67	5/6/2016		B
		19.000	\$369.21			
MCGRORY STEVE V	OT	5.750	\$148.98	5/13/2016	5/27/2016	B
MCGRORY STEVE V	PH	5.750	\$74.49	5/13/2016		B
MCGRORY STEVE V	OT	0.500	\$12.96	5/20/2016		B
MCGRORY STEVE V	PH	0.500	\$6.48	5/20/2016		B
		12.500	\$242.91			
MCGRORY STEVE V	OT	3.250	\$84.21	5/27/2016	6/10/2016	B
MCGRORY STEVE V	PH	3.250	\$42.12	5/27/2016		B
MCGRORY STEVE V	OT	0.500	\$12.96	6/3/2016		B
MCGRORY STEVE V	PH	0.500	\$6.48	6/3/2016		B
		7.500	\$145.77			

Date: 5/30/2017

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY16 (July 1,2015 - June 30,2016)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	4.000	\$103.64	6/10/2016	6/24/2016	B
MCGRORY STEVE V	PH	2.500	\$32.39	6/10/2016		B
MCGRORY STEVE V	OT	3.750	\$97.16	6/17/2016		B
MCGRORY STEVE V	PH	3.750	\$48.58	6/17/2016		B
		14.000	\$281.77			
		455.500	\$8,897.32			

26 of 26 pay checks.

~~455.5 hours.~~

227.75 hrs. Ⓚ

8.75 Ave per pay check.

Date: 6/1/2017

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY15 (July 1,2014 - June 30,2015)**

*110 OT
1232 CF
CF sheets
FY*

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	2.750	\$69.85	7/25/2014	8/8/2014	B
MCGRORY STEVE V	PH	2.750	\$34.93	7/25/2014		B
MCGRORY STEVE V	OT	1.500	\$38.10	8/1/2014		B
MCGRORY STEVE V	PH	1.500	\$19.05	8/1/2014		B
		8.500	\$161.93			
MCGRORY STEVE V	OT	0.250	\$6.35	8/8/2014	8/22/2014	B
MCGRORY STEVE V	PH	0.250	\$3.18	8/8/2014		B
MCGRORY STEVE V	OT	1.750	\$44.45	8/15/2014		B
MCGRORY STEVE V	PH	1.750	\$22.23	8/15/2014		B
		4.000	\$76.21			
MCGRORY STEVE V	OT	2.500	\$63.50	8/22/2014	9/5/2014	B
MCGRORY STEVE V	PH	2.500	\$31.75	8/22/2014		B
MCGRORY STEVE V	OT	2.500	\$63.50	8/29/2014		B
MCGRORY STEVE V	PH	2.500	\$31.75	8/29/2014		B
		10.000	\$190.50			
MCGRORY STEVE V	OT	1.500	\$38.10	9/5/2014	9/19/2014	B
MCGRORY STEVE V	PH	1.500	\$19.05	9/5/2014		B
MCGRORY STEVE V	OT	2.250	\$57.15	9/12/2014		B
MCGRORY STEVE V	PH	2.250	\$28.58	9/12/2014		B
		7.500	\$142.88			
MCGRORY STEVE V	OT	2.250	\$57.15	9/19/2014	10/3/2014	B
MCGRORY STEVE V	PH	2.250	\$28.58	9/19/2014		B
MCGRORY STEVE V	OT	2.250	\$57.15	9/26/2014		B
MCGRORY STEVE V	PH	2.250	\$28.58	9/26/2014		B
		9.000	\$171.46			
MCGRORY STEVE V	OT	5.250	\$133.35	10/3/2014	10/17/2014	B
MCGRORY STEVE V	PH	5.250	\$66.68	10/3/2014		B
MCGRORY STEVE V	OT	0.750	\$19.05	10/10/2014		B
MCGRORY STEVE V	PH	0.750	\$9.53	10/10/2014		B
		12.000	\$228.61			

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY15 (July 1,2014 - June 30,2015)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	1.250	\$31.75	10/17/2014	10/31/2014	B
MCGRORY STEVE V	PH	1.250	\$15.88	10/17/2014		B
MCGRORY STEVE V	OT	5.250	\$133.35	10/24/2014		B
MCGRORY STEVE V	PH	5.250	\$66.68	10/24/2014		B
		13.000	\$247.66			
MCGRORY STEVE V	OT	2.000	\$50.80	10/31/2014	11/14/2014	B
MCGRORY STEVE V	PH	2.000	\$25.40	10/31/2014		B
MCGRORY STEVE V	OT	2.000	\$50.80	11/7/2014		B
		6.000	\$127.00			
MCGRORY STEVE V	OT	5.250	\$133.35	11/14/2014	11/26/2014	B
MCGRORY STEVE V	PH	5.250	\$66.68	11/14/2014		B
MCGRORY STEVE V	OT	0.500	\$12.70	11/21/2014		B
MCGRORY STEVE V	PH	0.500	\$6.35	11/21/2014		B
		11.500	\$219.08			
MCGRORY STEVE V	OT	5.000	\$127.00	11/28/2014	12/12/2014	B
MCGRORY STEVE V	PH	5.000	\$63.50	11/28/2014		B
MCGRORY STEVE V	OT	0.250	\$6.35	12/5/2014		B
MCGRORY STEVE V	PH	0.250	\$3.18	12/5/2014		B
		10.500	\$200.03			
MCGRORY STEVE V	OT	5.250	\$133.35	12/12/2014	12/24/2014	B
MCGRORY STEVE V	PH	5.250	\$66.68	12/12/2014		B
MCGRORY STEVE V	OT	0.250	\$6.35	12/19/2014		B
MCGRORY STEVE V	PH	0.250	\$3.18	12/19/2014		B
		11.000	\$209.56			
MCGRORY STEVE V	OT	2.000	\$50.80	12/26/2014	1/9/2015	B
MCGRORY STEVE V	PH	2.000	\$25.40	12/26/2014		B
MCGRORY STEVE V	OT	1.500	\$38.10	1/2/2015		B
MCGRORY STEVE V	PH	1.500	\$19.05	1/2/2015		B
		7.000	\$133.35			
MCGRORY STEVE V	OT	2.500	\$63.50	1/9/2015	1/23/2015	B

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY15 (July 1,2014 - June 30,2015)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	PH	2.500	\$31.75	1/9/2015	1/23/2015	B
MCGRORY STEVE V	OT	5.500	\$139.70	1/16/2015		B
MCGRORY STEVE V	PH	5.500	\$69.85	1/16/2015		B
		16.000	\$304.80			
MCGRORY STEVE V	OT	4.250	\$107.95	1/30/2015	2/6/2015	B
MCGRORY STEVE V	PH	4.250	\$53.98	1/30/2015		B
		8.500	\$161.93			
MCGRORY STEVE V	OT	0.250	\$6.35	2/6/2015	2/20/2015	B
MCGRORY STEVE V	PH	0.250	\$3.18	2/6/2015		B
MCGRORY STEVE V	OT	3.250	\$82.55	2/13/2015		B
MCGRORY STEVE V	PH	3.250	\$41.28	2/13/2015		B
		7.000	\$133.36			
MCGRORY STEVE V	OT	0.500	\$12.70	2/20/2015	3/6/2015	B
MCGRORY STEVE V	PH	0.500	\$6.35	2/20/2015		B
MCGRORY STEVE V	OT	4.750	\$120.65	2/27/2015		B
MCGRORY STEVE V	PH	4.750	\$60.33	2/27/2015		B
		10.500	\$200.03			
MCGRORY STEVE V	OT	0.250	\$6.35	3/6/2015	3/20/2015	B
MCGRORY STEVE V	PH	0.250	\$3.18	3/6/2015		B
MCGRORY STEVE V	OT	5.750	\$146.05	3/13/2015		B
MCGRORY STEVE V	PH	5.750	\$73.03	3/13/2015		B
		12.000	\$228.61			
MCGRORY STEVE V	OT	1.000	\$25.40	3/20/2015	4/2/2015	B
MCGRORY STEVE V	OT	5.750	\$146.05	3/27/2015		B
MCGRORY STEVE V	PH	5.750	\$73.03	3/27/2015		B
		12.500	\$244.48			
MCGRORY STEVE V	OT	5.750	\$146.05	4/10/2015	4/17/2015	B
MCGRORY STEVE V	PH	5.750	\$73.03	4/10/2015		B
		11.500	\$219.08			

**DAILY OVERTIME OVER 8 HOURS CODE PH &
SYSTEM GENERATED OVERTIME STRAIGHT CODE OT
FY15 (July 1,2014 - June 30,2015)**

Employee Full Name	Hours Code	Hours Quantity	Hours Amount	Daily Date	Check Date	Group Code
MCGRORY STEVE V	OT	1.500	\$38.10	4/17/2015	5/1/2015	B
MCGRORY STEVE V	PH	1.500	\$19.05	4/17/2015		B
MCGRORY STEVE V	OT	4.750	\$120.65	4/24/2015		B
MCGRORY STEVE V	PH	4.750	\$60.33	4/24/2015		B
		12.500	\$238.13			
MCGRORY STEVE V	OT	0.750	\$19.05	5/1/2015	5/15/2015	B
MCGRORY STEVE V	PH	0.750	\$9.53	5/1/2015		B
MCGRORY STEVE V	OT	0.750	\$19.05	5/8/2015		B
MCGRORY STEVE V	PH	0.750	\$9.53	5/8/2015		B
		3.000	\$57.16			
MCGRORY STEVE V	OT	5.750	\$146.05	5/15/2015	5/29/2015	B
MCGRORY STEVE V	PH	5.750	\$73.03	5/15/2015		B
MCGRORY STEVE V	OT	0.750	\$19.05	5/22/2015		B
MCGRORY STEVE V	PH	0.750	\$9.53	5/22/2015		B
		13.000	\$247.66			
MCGRORY STEVE V	OT	4.500	\$114.30	5/29/2015	6/12/2015	B
MCGRORY STEVE V	PH	4.500	\$57.15	5/29/2015		B
MCGRORY STEVE V	OT	0.250	\$6.35	6/5/2015		B
MCGRORY STEVE V	PH	0.250	\$3.18	6/5/2015		B
		9.500	\$180.98			
MCGRORY STEVE V	OT	4.750	\$120.65	6/12/2015	6/26/2015	B
MCGRORY STEVE V	PH	4.750	\$60.33	6/12/2015		B
MCGRORY STEVE V	OT	0.250	\$6.35	6/19/2015		B
MCGRORY STEVE V	PH	0.250	\$3.18	6/19/2015		B
		10.000	\$190.51			
		236.000	\$4,515.00			

118 hrs OT

24 of 26 paychecks

Ave = 4.91 hrs per check

FUND 002 GENERAL SUPPLEMENTAL			DEPT/DIV 3314 PHYSICAL HEALTH & SOCIAL/JUVENILE M.H. & TEEN CRT.									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
43		PHYSICAL HEALTH & SOCIAL										
433		CHILDREN AND FAMILY SERV.										
	10	SALARIES & WAGES										
	10 14	ORGANIZED EMPLOYEES	4621	4249.60	92	50831	49076.37	97	.00	55457	6380.63	89
	10 19	OVERTIME	3000	896.40	30	3000	6025.67	201	.00	6000	25.67-	100
	10 **	SALARIES & WAGES	7621	5146.00	68	53831	55102.04	102	.00	61457	6354.96	90
	11	EMPLOYEE BENEFITS										
	11 16	FICA - CNTY CONTRIBUTION	329	368.07	112	3619	3940.96	109	.00	3942	1.04	100
	11 17	IPERS - CNTY CONTRIBUTION	413	459.54	111	4543	4920.58	108	.00	4952	31.42	99
	11 18	EMPLOYEE HOSPITALIZATION	1388	1377.58	99	15268	15153.38	99	.00	16651	1497.62	91
	11 21	LIFE INSURANCE	4	4.40	110	44	48.40	110	.00	53	4.60	91
	11 23	DENTAL INSURANCE	31	29.37	95	341	323.07	95	.00	377	53.93	86
	11 26	LTD INSURANCE	32	41.20	129	352	326.47	93	.00	383	56.53	85
	11 **	EMPLOYEE BENEFITS	2197	2280.16	104	24167	24712.86	102	.00	26358	1645.14	94
	26	OFFICE SUPPLIES										
	26 01	OFFICE SUPPLIES	17	.00	0	187	.00	0	.00	200	200.00	0
	26 **	OFFICE SUPPLIES	17	.00	0	187	.00	0	.00	200	200.00	0
	41	COMMUNICATION & TRAN. SER										
	41 30	EMPLOYEE MILEAGE	17	.00	0	187	.00	0	.00	200	200.00	0
	41 40	TELEPHONE EXPENSE	0	2.30	0	0	21.20	0	.00	0	21.20-	0
	41 41	CELL PHONE EXPENSE	50	54.35	109	550	605.92	110	.00	600	5.92-	101
	41 **	COMMUNICATION & TRAN. SER	67	56.65	85	737	627.12	85	.00	800	172.88	78
433	** **	CHILDREN AND FAMILY SERV.	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91
43	** **	PHYSICAL HEALTH & SOCIAL	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91
DIV	3314	TOTAL ***** JUVENILE M.H. & TEEN CRT.	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91
DEPT	33	TOTAL ***** PHYSICAL HEALTH & SOCIAL	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91
FUND 002		TOTAL ***** GENERAL SUPPLEMENTAL	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91
GRAND		TOTAL *****	9902	7482.81	76	78922	80442.02	102	.00	88815	8372.98	91



Woodbury County Sheriff's Office

DAVID A. DREW, SHERIFF

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

LEC 24 HOUR DAILY COUNT

DATE	DAILY TOTAL	LEC	ELECTRONIC MONITORING	JUVENILE	FEDERAL PRISONERS	RELEASED
5/1/17	171	155	15	1	6	23
5/2/17	168	153	14	1	7	22
5/3/17	166	150	15	1	7	19
5/4/17	188	171	16	1	13	18
5/5/17	185	170	14	1	13	17
5/6/17	183	168	14	1	11	18
5/7/17	184	168	15	1	10	12
5/8/17	187	171	15	1	6	20
5/9/17	188	172	15	1	6	20
5/10/17	177	161	15	1	6	17
5/11/17	168	153	14	1	6	20
5/12/17	168	153	14	1	7	18
5/13/17	198	181	16	1	16	14
5/14/17	212	195	16	1	16	15
5/15/17	194	177	16	1	16	17
5/16/17	199	181	16	2	18	25
5/17/17	206	186	18	2	18	17
5/18/17	207	186	18	3	18	21
5/19/17	213	193	18	2	18	15
5/20/17	219	202	15	2	21	25
5/21/17	208	191	15	2	21	21
5/22/17	203	186	15	2	21	14
5/23/17	204	188	14	2	22	24
5/24/17	194	179	13	2	23	35
5/25/17	191	176	13	2	20	18
5/26/17	170	157	11	2	11	33
5/27/17	175	162	11	2	12	10
5/28/17	178	165	11	2	12	11
5/29/17	183	170	11	2	12	12
5/30/17	180	167	11	2	12	14
5/31/17	186	175	9	2	12	22
	5853	5362	443	48	417	587

TOTAL	MALE	FEMALE
178	152	26
175	150	25
169	143	26
189	155	34
187	155	32
186	160	26
180	155	25
191	160	31
192	159	33
178	144	34
173	147	26
171	146	25
195	165	30
210	171	39
194	156	38
206	169	37
203	164	39
207	168	39
208	167	41
227	208	19
212	166	46
200	158	42
212	166	46
214	172	42
194	154	40
190	154	36
172	141	31
176	146	30
182	147	35
181	145	36
197	156	41
5949	4899	1050

*Highest population count each day

LEC TOTAL AVG:	191
TOTAL INMATE AVG:	207.7

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.

May, 2017

May 22, 2017		11
May 23, 2017	11	14
May 24, 2017	16	14
May 25, 2017	14	14
May 26, 2017	12	12
May 27, 2017	12	12
May 28, 2017	12	12
May 29, 2017	12	

The Center averaged 12.7 residents per day during the 6 am. head count and 12.7 during the 6 pm count for a weekly average of 12.7 residents per day.

Of the twelve residents detained, six or fifty percent were identified gang members. Of the six, two or thirty three percent were identified as hard-core members.

We are currently detaining three juveniles from the BIA, one from Dakota County and one from Thurston County. Thurston County has made a request to enter into a contract with Woodbury County for detention service to their county. Abigail Sills has developed a proposal; I have forwarded it to their County Attorney's Office for review. If they wish to move forward I will bring it in front of the board for discussion and approval.

Mark Olsen



**Director
WCJDC**

May 29, 2017



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

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ASSISTANT TO THE COUNTY ENGINEER

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SECRETARY

Tish Brice

tbrice@woodburycountyiowa.gov

To: Board Members

From: Mark Nahra, County Engineer

Date: June 1, 2017

RE: Weekly Work Report

Construction Project Report

To be let:

L-B(Q10)—73-97, Replacement of Bridge Q10 on 220th Street SE of Bronson— Design work is underway to replace an aging greenwood structure on 220th street west of Bronson. The existing bridge will be replaced with a large box culvert. A late June or July 2017 letting is planned, depending upon regulatory permit approvals. This project is funded with special project levy funds.

HMA Rout and Seal-2017, Crack routing and sealing on various hot mix asphalt roads. This project will route, clean, and seal cracks that have formed on roads that have been overlaid with asphalt since 2010. Crack sealing is periodically needed to prevent the intrusion of water in the pavement base, leading to rollover of reflective cracks in the pavement.

Under Contract:

BRS-CO97(112)—60-97, D25 Bridge over Whiskey Creek on Old Highway 141 west of Bronson. Letting date: April 18, 2017. Late Start Date: June 19, 2017. Contractor: Christensen Brothers Construction, Inc. Bid Price: \$952,298.15. The bridge replacement project is a federal aid funded project with 80% federal - 20% farm to market fund dollars paying the cost of construction. The bridge is scheduled to be completed in the 2017 construction season. A new, 30' wide continuous concrete slab structure will replace the existing bridge. This project will result in Old Highway 141 being closed with traffic detoured for much of the summer. The contract has been approved by the Board and Iowa DOT. A preconstruction meeting will be held June 12th. Road closure and construction are expected to start on June 19th.

BROS-CO97(129)—55-97, Replacement of Bridge L275 on Union Avenue. Letting Date: April 18, 2017 at the Iowa DOT. Late Start Date: July 24, 2017. Contractor: Godberson Smith Construction. Bid price: \$399,363.90. The bridge is programmed for replacement with 80% federal aid bridge replacement funds, 20% farm to market funds. This project will be constructed in 2017. County Bridge L275 is on Union Avenue between 190th and 200th Streets. Summer 2016 inspection of the structure has determined that severe deterioration of the piling in the north pier required that the bridge be closed as it is no longer safe to carry traffic. The bridge had been posted 10 tons prior to its closure.

The Board approved the contracts at the Board's May 23, 2017 meeting. A preconstruction meeting is pending.

FM-CO97(131)—55-97, HMA resurfacing of County Route L37, Danbury Blacktop, from D38 to Highway 20. Letting Date: April 18, 2017 at the Iowa DOT. Late Start Date: August 1, 2016. Contractor: Henningsen Construction. Bid price: \$1,716,561.71. This project will do cold in-place recycling of the existing pavement followed by a 2 ½ to 3-inch hot mix asphalt overlay on top of the recycled pavement. This project will be constructed in 2017. The Board awarded the low bid to Henningsen at their May 9, 2017 meeting. The Board approved at their May 30, 2017 meeting. We are awaiting Iowa DOT concurrence.

L-B(W107)—73-97, Replacement of Bridge W107 on 330th Street west of Danbury. Letting date: May 23, 2017. Late Start Date: August 1, 2016. Contractor: Graves Construction. Bid price: \$437,110.28. This bridge is programmed for replacement during FY 2017 with special project levy funds. County bridge W107 is on 330th Street between Michigan and O'Brien Avenues. The existing bridge is posted 3 tons and subject to monthly inspection due to the condition of the bridge caps on the abutments. The new bridge will be an 80' x 30' Single Span Precast Concrete Beam Bridge. Bids were received at the May 23rd board of supervisors meeting and awarded to Graves Construction on May 30th. We are now awaiting return of the signed contracts for final board approval.

L-B(D38)—73-97, Bridge replacement on 120th Street between Emmett and Fayette Avenues. Letting date: October 11, 2016. Late Start Date: April 15, 2016. Contractor: Dixon Construction. Bid price: \$397,114.00. This is a locally funded project paid from the secondary road fund.

The contractor started work the week of November 21, 2016. All concrete work is complete, the bridge contractor has moved out of the site, and the grading contractor has moved in to finish road grade construction and complete channel shaping and riprap placement. Dirt work should be complete late next week. Guardrail is also expected late next week. The project is scheduled to be completed the week of June 19, 2017.

L-B(X14)—73-97, Bridge on 280th Street north of Danbury. Letting date: April 5, 2016. Late Start Date: August 1, 2016. Contractor: Graves Construction. Bid price: \$490,806.48. This is a locally funded project from the \$1.3 million special projects levy paying the cost of construction.

The deck is now cured and the bridge rail has been poured. The dirt work is completed. Guardrail installation is scheduled for today. The bridge is expected to be opened by June 2, 2017.

FM-CO97(126)—55-97, HMA resurfacing of County Route D22, Old Highway 20. Letting date: September 20, 2016. Contractor: Knife River Midwest. Bid price: \$2,060,532.31. The project will overlay the existing pavement on county road D22 from the intersection of K49 northeast of Lawton to approximately one half mile east of Buchanan Avenue. The project will be paid for with county farm to market funds.

One cross-road culvert replacement remains to be completed. The project is behind due to earlier rains. Work started today, June 1st on the construction of gravel road intersection fillets. Patches over new culverts will start June 12. Paving is scheduled to follow the completion of culvert patches and milling the entire surface the middle of the week of June 19th. Project completion is now anticipated the last week of June.

Work Under Design:

Design work is underway on the following projects for letting sometime during 2017.

250th Street Grading Project - 2.25-mile grade for paving project south of Anthon. Right of way will be necessary to allow construction of this road. Final design is underway. Once design is complete, there will be a preliminary rollout of the design with affected landowners. Platting and right of way acquisition will follow the rollout. We are working toward a summer 2017 letting. This project is funded with special project levy funds.

280th Street Intersection relocation – Design work is nearing completion on the relocation of the intersection of 280th Street and Old Highway 141. The existing intersection has restricted sight distance to the north and is a hazardous site for farm traffic entering higher speed traffic on Old Highway 141. This project is being done in cooperation with a local landowner who is donating the right of way for the new intersection. A letting is planned for the summer of 2017 with work to be completed before November 2017.

Bridge L1 – This structure is on Old Highway 20 near Cushing. The project involves the replacement of an existing short span bridge with a concrete box culvert. The current bridge is restricted to less than legal loads. This project is scheduled for 2017 construction.

Bridge D156 – This structure is on Franklin Avenue north of Old Highway 20/150th Street. The structure is posted 8 tons. The existing structure is significantly oversized and built from salvaged materials. The replacement structure is proposed to be a large culvert. This project is funded with money received in the local budget from the new \$0.10 state fuel tax. The project is scheduled for 2017 construction.

OTHER PROJECTS:

COUNTY BRIDGE B82

County Bridge B82 is on 140th Street between Kossuth and Lee Avenues. It was one of the flood damaged structures from the June 18, 2016 flood event. Initially, we were going to try to replace the east abutment bridge piling to reopen the bridge this fall, but since it would remain a posted bridge and it is scheduled for replacement in the 2017 construction season, we will be moving it forward in our design schedule to replace it in whole, hopefully with a winter 2016-2017 letting. The result is that the bridge will be closed through the winter of 2016-2017.

220th STREET EAST OF OLD LAKEPORT ROAD

The Board had a public information meeting with residents of 220th Street on April 25, 2017. They heard comments from landowners bordering the road. The board decided to place a new seal coat on the road. The engineer's office is working on project plans.