



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(OCTOBER 31, 2017) (WEEK 44 OF 2017)

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

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

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 31, 2017 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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, your remarks may be limited 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

- 3:30 p.m.** 1. Closed Session {Iowa Code Section 21.5 (1) (c)}
First Floor Boardroom
- 4:00 p.m.** 2. Closed Session General Relief Appeal Hearing for M.C. {Iowa Code Section 21.5 (1) (a)}
First Floor Boardroom
- 4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
3. Citizen Concerns Information
4. Approval of the agenda Action

Consent Agenda

Items 5 through 9 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

5. Approval of the minutes of the October 24, 2017 meeting
6. Approval of claims

7. Board Administration – Heather Satterwhite
 - a. Approval of Notice of Property Sale Resolution for Parcel #884718201001 (aka 3700 S. York St.) setting for Tuesday, November 14th at 4:35
 - b. Approval of Notice of Property Sale Resolution for Parcel #894730229007 (aka 1711 Villa Ave.) setting for Tuesday, November 14th at 4:37
8. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorize Chairman to sign Authorization to Initiate Hiring Process
9. Secondary Roads – Mark Nahra

Approval of permit to work in the right of way for Dennis Gallagher

End Consent Agenda

- | | |
|---|-------------|
| 10. Human Resources – Ed Gilliland Approval to accept the Department Head Evaluation system for review | Action |
| 11. Chairman’s Report | Information |
| 12. Reports on Committee Meetings | Information |
| 13. Citizen Concerns | Information |
| 14. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletion

CALENDAR OF EVENTS

- | | | |
|--------------------------|-------------------|---|
| MONDAY, OCT. 30 | 1:00 p.m. | Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars |
| WEDNESDAY, NOV. 1 | 10:30 a.m. | Loess Hills Alliance-Stewardship Committee Meeting, Pisgah |
| | 12:00 p.m. | District Board of Health Meeting, 1014 Nebraska St. |
| | 1:00 p.m. | Loess Hills Alliance-Executive Meeting |
| MONDAY, NOV. 6 | 4:30 p.m. | Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park |
| | 6:00 p.m. | Board of Adjustment meeting, First Floor Boardroom |
| TUESDAY, NOV. 7 | 4:45 p.m. | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave. |
| | 6:30 p.m. | 911 Service Board Meeting, Public Safety Center, Climbing Hill |
| | 8:00 p.m. | County’s Mayor Association Meeting, Public Safety Center, Climbing Hill |
| WEDNESDAY, NOV. 8 | 6:30 p.m. | Woodbury County Solid Waste Board meeting on, Climbing Hill |

| | | |
|---------------------------|-------------------|---|
| MONDAY, NOV. 13 | 8:00 a.m. | Department Head Meeting, LEC Conference Room |
| WEDNESDAY, NOV. 15 | 8:05 a.m. | Woodbury County Information Communication Commission, First Floor Boardroom |
| | 10:00 a.m. | Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook |
| | 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, NOV. 16 | 10:30 a.m. | Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St. |
| | 4:30 p.m. | Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue |
| FRIDAY, NOV. 17 | 9:00 a.m. | Hungry Canyon Alliance, Avoca American Legion, Avoca |
| MONDAY, NOV. 27 | 6:00 p.m. | Zoning Commission Meeting, First Floor Boardroom |
| TUESDAY, NOV. 28 | 1:00 p.m. | Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars |
| MONDAY, DEC. 4 | 6:00 p.m. | Board of Adjustment meeting, First Floor Boardroom |
| TUESDAY, DEC. 5 | 4:45 p.m. | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave. |
| WEDNESDAY, DEC. 6 | 9:00 a.m. | Loess Hills Alliance Stewardship Committee Meeting, Pisgah |
| | 10:30 a.m. | Loess Hills Alliance Executive Committee Meeting |
| | 12:00 p.m. | District Board of Health Meeting, 1014 Nebraska St. |
| | 1:00 p.m. | Loess Hills Alliance Full Board meeting, Pisgah |
| THURSDAY, DEC. 7 | 4:30 p.m. | Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park |

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.

OCTOBER 24, 2017, FORTY-FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, October 24, 2017 at 4:00 p.m. Board members present were Radig, Ung (by phone), Taylor, De Witt, and Pottebaum. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Assistant, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Patrick Gill, Auditor/Clerk to the Board.

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

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

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

Motion by Pottebaum second by Taylor to pay the claim that was the subject of the previous executive session. Carried 4-1; De Witt was opposed.
2. There were no citizen concerns.
3. Motion by Ung second by Radig to approve the Agenda for October 24, 2017. Carried 5-0. Copy filed.

Motion by De Witt second by Ung to approve the following items by consent:
 4. To approve minutes of the October 17, 2017 meeting. Copy filed.
 5. To approve the claims totaling \$438,939.67. Copy filed.
 - 6a. To approve and authorize the Chairperson to sign a Resolution for approving petition for suspension of taxes for Barbara Boyok, 3811 5th Ave, Sioux City, parcel #884706255015.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,642
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

WHEREAS, Barbara Boyok, is the titleholder of property located at 3811 – 5th Ave, Sioux City, Woodbury County, Iowa, and legally described as follows:

Parcel # 8847 06 255 015

ST AUBIN PLACE LOT 17 BLK 3

WHEREAS, Barbara Boyok, is the titleholder of the aforementioned property have petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, 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 grants the request for a suspension of taxes, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

SO RESOLVED this 24th day of October, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6b. To approve the lifting of tax suspension for Kenneth Long, 1131 Meadowview Ct., Sioux City, parcel #894736904001. Copy filed.
- 6c. To approve the lifting of tax suspension for Diane Christiansen, 2750 140th St, Merville, parcel #894429100010. Copy filed.
- 7. To receive the County Recorder's report of fees collected from 7/1/17 through 9/30/17. Copy filed.
- 8a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing date and sale date of parcel #884332491002.

**RESOLUTION #12,643
NOTICE OF PROPERTY SALE**

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

East 10 feet of West 100 feet of West ½ of Lot 50 of Aud. Sub. Division, City of Anthon, in the County of Woodbury and State of Iowa

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 **7th Day of November, 2017 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
- 2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **7th Day of November, 2017**, immediately following the closing of the public hearing.
- 3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$123.00** plus recording fees.

Dated this 24th Day of October, 2017.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 8b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing date and sale date of parcel #894729128012, 711 Center St.

**RESOLUTION #12,644
NOTICE OF PROPERTY SALE**

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

Lot Three (3) Block Two (2) Tredway's Addition to Sioux City, in the County of Woodbury and State of Iowa (711 Center St.)

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 **7th Day of November, 2017 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
- 2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **7th Day of November, 2017**, immediately

following the closing of the public hearing.

3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$199.00** plus recording fees.

Dated this 24th Day of October, 2017.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 9a. To approve the separation of Heath Cassens, Equipment Operator, Secondary Roads Dept., effective 10-20-17. Resignation.; and the reclassification of Rachael Edmundson, Asst. County Attorney, County Attorney Dept., effective 11-09-17, \$83,917/year, 3.7%=\$3,027/year. Per AFSCME Asst. County Attorney Contract agreement, from Step 8 to Step 9. Copy filed.
 - 9b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Asst. County Attorney, County Attorney Dept., AFSCME: \$57,115-\$66,051/year. Copy filed
- Carried 5-0.
10. Information presented by Kenny Schmitz, Building Services, about Courthouse exterior needs assessment – study completed. Copy filed.
 11. Motion by Ung second by De Witt to appoint Jeremy Cross and Angela Kayl to the County Compensation Board in accordance with Iowa Code 331.905 effective July 1, 2017. Carried 5-0. Copy filed.
 12. Information was presented by Kenny Schmitz, Building Services, about Courthouse HVAC Project 1 Control Upgrade & Project 2 Automation/Retrofit and the bids received. Copy filed.
 13. Motion by Taylor second by Ung to approve the Memorandum of Understanding between Woodbury County Conservation Board and Iowa Natural Heritage Foundation. Carried 5-0. Copy filed.
 14. Motion by Radig second by Ung to approve the contract and bond for project #L-(280th)—73-97 with Flewelling Earthmoving for \$63,743.90. Carried 5-0. Copy filed.
 15. The Chairperson reported on the day-to-day activities.
 16. Board members gave their reports on committee meetings.
 17. There were no citizen concerns.
 18. Board members expressed their concerns.

The Board adjourned the regular meeting until October 31, 2017.

Meeting sign in sheet. Copy filed.

RESOLUTION #**NOTICE OF PROPERTY SALE****Parcel #884718201001**

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

A parcel of land located in said NW ¼ NE ¼, Section 18, Township 88, Range 47, described as follows: Beginning at the N ¼ corner of said Section 18; thence N 88 degrees-46 ½' E 50.6 feet along the North line of said NW ¼ Ne ¼; thence S 8 degrees-41' W 163.3 feet; thence N 81 degrees-19' W 25.3 feet to a point on the West line of said NW ¼ NE ¼; thence N 0 degrees-21 ½' W 156.6 feet along the West line of said NW ¼ NE ¼ to the point of beginning. Said parcel contains 0.14 acre, more or less (3700 S. York Street)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **14th Day of November, 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 **14th Day of November, 2017**, immediately following the closing of the public hearing to the **City of Sioux City only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to the **City of Sioux City only for consideration of \$167.00 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 31st Day of October, 2017

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: City of Sioux City Date: 9/13/16
Address: 2105 6th St. Phone: 279-6971

Address or approximate address/location of property interested in:
3700 S. York St.

GIS PIN # 884718201001

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

Legal Description:

A parcel of land located in said NW 1/4 NE 1/4, Section 18, Township 88, Range 47, described as follows: Beginning at the N 1/4 corner of said Section 18; thence N 88 degrees-46 1/2' E 50.6 feet along the North line of said NW 1/4 Ne 1/4; thence S 8 degrees-41' W 163.3 feet; thence N 81 degrees-19' W 25.3 feet to a point on the West line of said NW 1/4 NE 1/4; thence N 0 degrees-21 1/2' W 156.6 feet along the West line of said NW 1/4 NE 1/4 to the point of beginning. Said parcel contains 0.14 acre, more or less

Tax Sale #/Date: # 01341 6/18/07 Parcel # 582587

Tax Deeded to Woodbury County on: 10/23/17

Current Assessed Value: Land \$800- Building Ø Total \$800-

Approximate Delinquent Real Estate Taxes: \$ 284-

Approximate Delinquent Special Assessment Taxes: \$ 172-

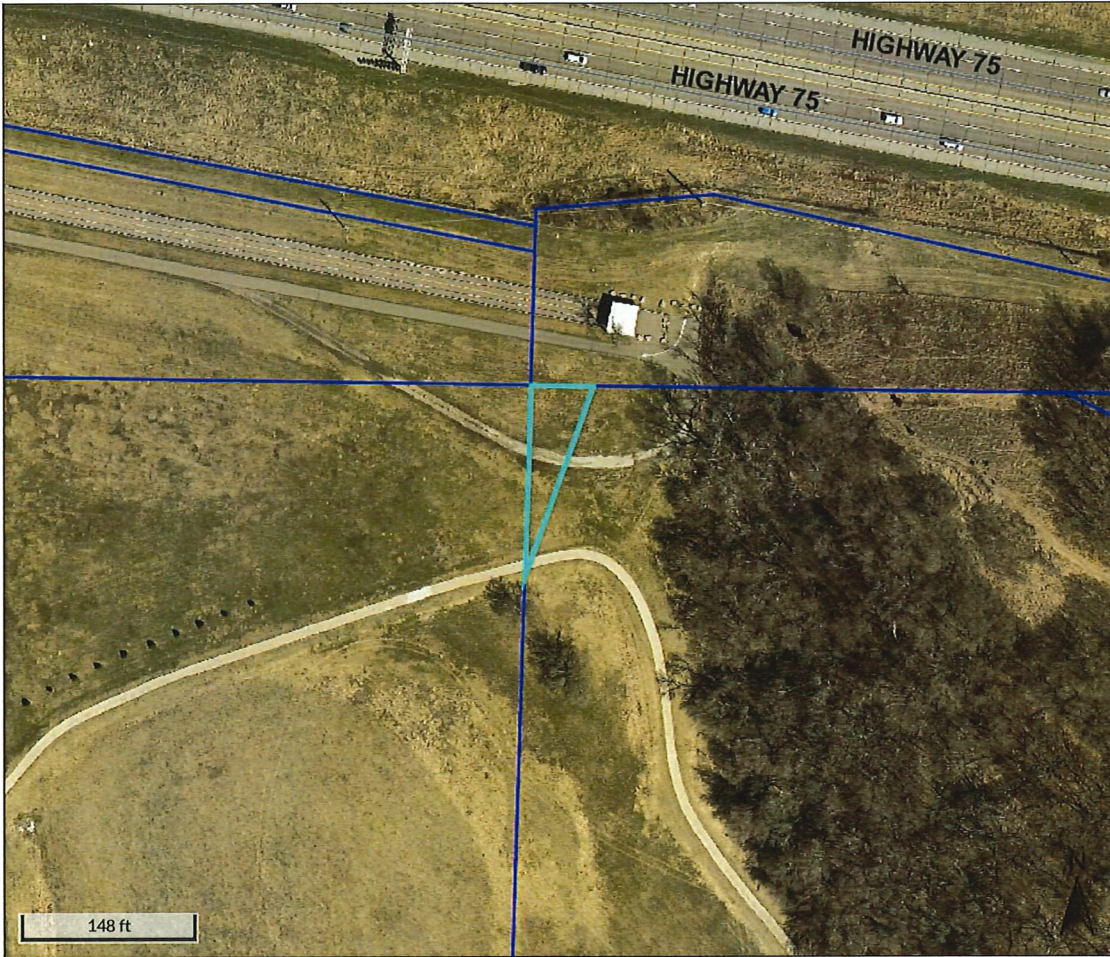
*Cost of Services: \$ 117-

Inspection to: Jeremy Taylor Date: 9/13/16

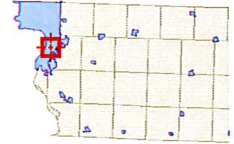
Minimum Bid Set by Supervisor: \$50 plus cost of services (direct sale) (117) Total: \$167-

Date and Time Set for Auction: Tuesday, Nov. 14th @ 4:35

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



Overview




Legend

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

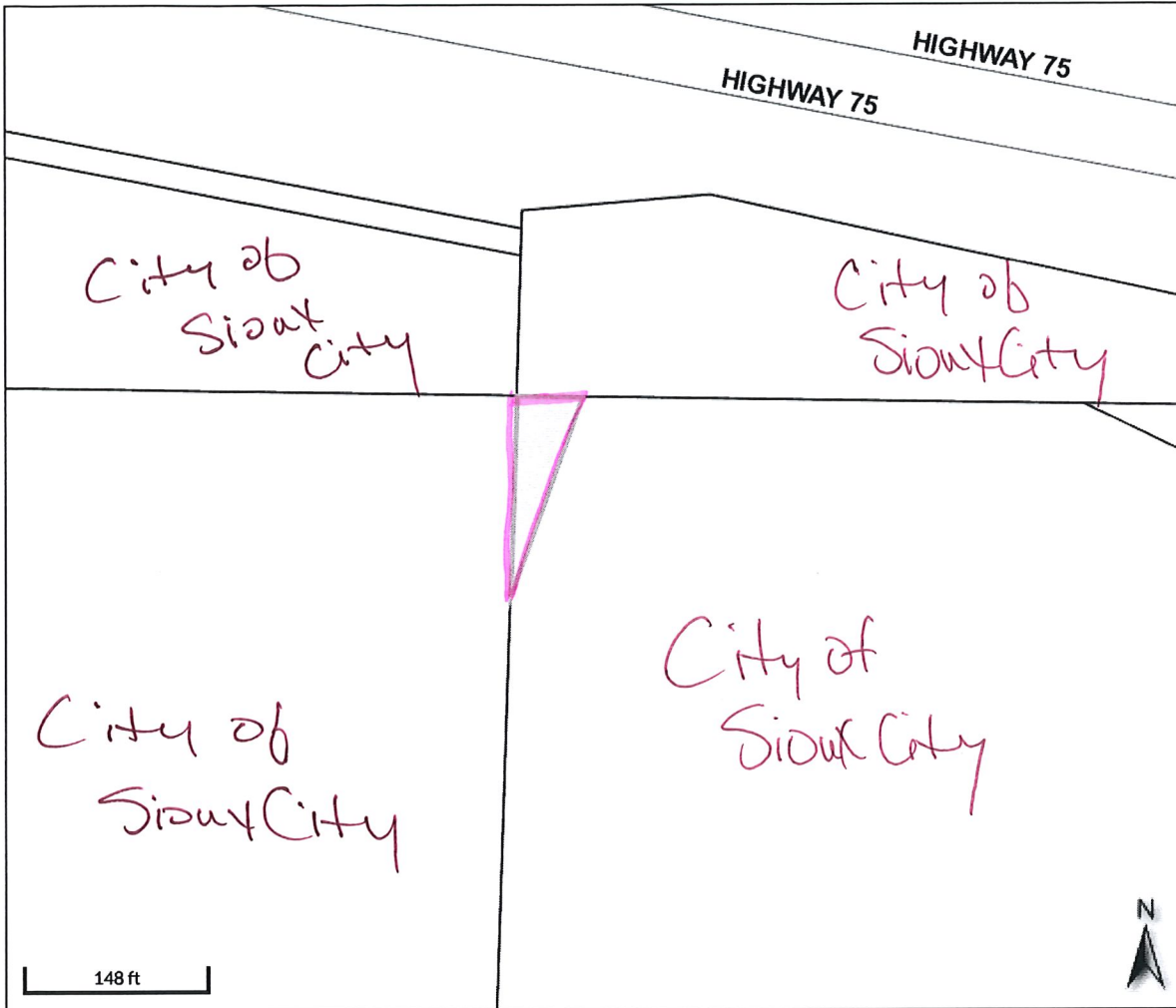
| | | | | | |
|-----------------------|---|--------------|--------|---------------|---------------------|
| Parcel ID | 884718201001 | Alternate ID | 582525 | Owner Address | SCOTT GENE P ETAL |
| Sec/Twp/Rng | 18-88-47 | Class | C | | PO BOX 2066 |
| Property Address | 3700 S YORK ST | Acreage | n/a | | SIOUX CITY IA 51104 |
| | SIOUX CITY | | | | |
| District | 089 | | | | |
| Brief Tax Description | LL-SC COMM 88-47 IRREG TCT IN NW COR BEING 50.6 FT ON NX 156.6 FT ON W NW NE 18-88-47 | | | | |
| | (Note: Not to be used on legal documents) | | | | |

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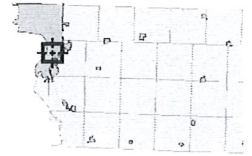
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 The Schneider Corporation



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Residential Sales**
- 2014
- 2015
- 2016
- Parcels

| | | | | | |
|------------------------------|---|---------------------|--------|----------------------|---------------------------|
| Parcel ID | 884718201001 | Alternate ID | 582525 | Owner Address | SCOTT GENE P ETAL |
| Sec/Twp/Rng | 18-88-47 | Class | C | | PO BOX 2066 |
| Property Address | 3700 S YORK ST SIOUX CITY | Acreage | n/a | | SIOUX CITY, IA 51104-0000 |
| District | 143 DONNER PARK ORIG SC/SB LL | | | | |
| Brief Tax Description | LL-SC COMM 88-47 IRREG TCT IN NW COR BEING 50.6 FT ON N X 156.6 FT ON W NW NE 18-88-47 (Note: Not to be used on legal documents) | | | | |

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 Developed by
The Schneider Corporation

RESOLUTION

NOTICE OF PROPERTY SALE

Parcels #894730229007

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

**Lot 7 Block 56, Hornick's 3rd Addition to Sioux City, in the County of Woodbury and State of Iowa
(1711 Villa Ave.)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **14th Day of November, 2017 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **14th Day of November, 2017**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$184.00** 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 31st Day of October, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Karla Lester Date: 10/20/16
Address: 1709 Villa Ave Phone: 294-4491

Address or approximate address/location of property interested in:
1711 Villa Ave.

GIS PIN # 8947 3022 9007

*This portion to be completed by Board Administration *

Legal Description:
Lot 7 Block 56 Hamicks 3rd Addition
to Sioux City, Woodbury County, Iowa

Tax Sale #/Date: # 1050 4/20/2011 Parcel #

Tax Deeded to Woodbury County on: 10/3/17

Current Assessed Value: Land \$7,100 Building \$ Total \$7,100

Approximate Delinquent Real Estate Taxes: \$1579

Approximate Delinquent Special Assessment Taxes: \$2989

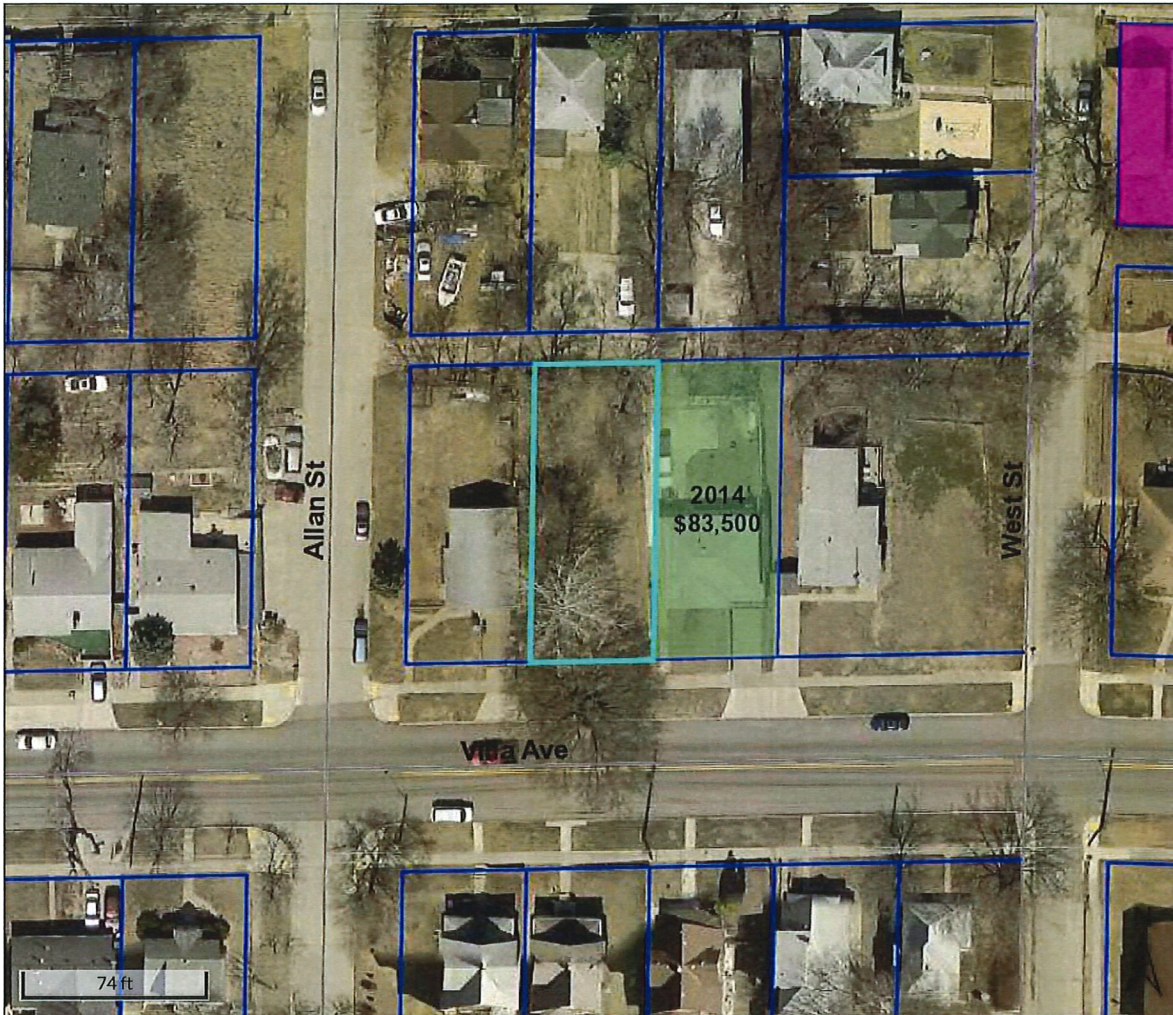
*Cost of Services: \$113

Inspection to: Jeremy Taylor Date: 10/20/16

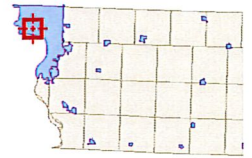
Minimum Bid Set by Supervisor: \$71 plus cost of services (\$113) Total: \$184

Date and Time Set for Auction: Tuesday, Nov. 14th @ 4:37

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



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Residential Sales**
- 2014
- 2015
- 2016
- Parcels

| | | | | | |
|-----------------------|--|--------------|--------|---------------|---------------------------|
| Parcel ID | 894730229007 | Alternate ID | 269625 | Owner Address | BOSE KENNETH LEE |
| Sec/Twp/Rng | 0-0-0 | Class | R | | 4927 Military Rd. |
| Property Address | 1711 VILLA AVE | Acreeage | n/a | | Sioux City, IA 51103-0000 |
| | SIOUX CITY | | | | |
| District | 087 SC LL SIOUX CITY COMM | | | | |
| Brief Tax Description | HORNICKS 3RD | | | | |
| | LOT 7 BLK 56 | | | | |
| | (Note: Not to be used on legal documents) | | | | |

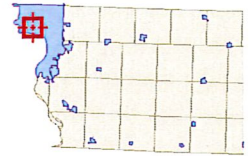
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Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Residential Sales
- 2014
- 2015
- 2016
- Parcels

Parcel ID 894730229007
 Sec/Twp/Rng 0-0-0
 Property Address 1711 VILLA AVE
 SIOUX CITY

Alternate ID 269625
 Class R
 Acreage n/a

Owner Address BOSE KENNETH LEE
 4927 Military Rd.
 Sioux City, IA 51103-0000

District 087 SC LL SIOUX CITY COMM
 Brief Tax Description HORNICKS 3RD
 LOT 7 BLK 56

(Note: Not to be used on legal documents)

Date created: 10/20/2016
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Developed by
 The Schneider Corporation

HUMAN RESOURCES DEPARTMENT

#8a

MEMORANDUM OF PERSONNEL TRANSACTIONS

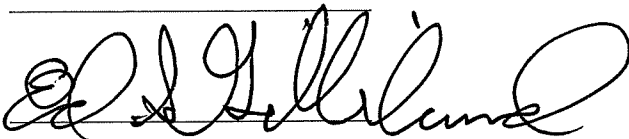
DATE: October 31, 2017

* PERSONNEL ACTION CODE:
 A- Appointment R- Reclassification
 T - Transfer E- End of Probation
 P - Promotion S - Separation
 D - Demotion O - Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

| NAME | DEPARTMENT | EFFECTIVE DATE | JOB TITLE | SALARY REQUESTED | % INCREASE | * | REMARKS |
|-----------------|-----------------|----------------|-----------------|------------------|---------------|---|--|
| Herron, Britiny | County Sheriff | 10-26-17 | Civilian Jailer | | | S | Resignation. |
| Fergen, Karla | Human Resources | 11-17-17 | Clerk II | \$16.77/hour | 4.6%=\$.74/hr | R | Per Wage Plan Comparability with AFSME Courthouse Contract, from Grade 3/Step 1 to Grade 3/Step 2. |
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APPROVED BY BOARD DATE:



ED GILLILAND, HR DIRECTOR:

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Ed Gilliland, Human Resources Director

SUBJECT: Memorandum of Personnel Transactions

DATE: October 31, 2017

For the October 31, 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, Resignation.
- 2) Human Resources Clerk II, from Grade 3/Step 1 to Grade 3/Step 2.

Thank you

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: October 31, 2017

AUTHORIZATION TO INITIATE HIRING PROCESS

| DEPARTMENT | POSITION | ENTRY LEVEL | APPROVED | DISAPPROVED |
|----------------|-----------------|----------------------|----------|-------------|
| County Sheriff | Civilian Jailer | CWA: \$18.72/hour | | |
| | | | | |
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| | | | | |

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

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

October 26, 2017

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, effective October 26, 2017. We request this be placed on the agenda for Tuesday, October 31st, 2017, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink that reads "David Drew". The signature is written in a cursive, flowing style.

Dave Drew, Sheriff

Cc: file

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

Date: 10/26/2017 Weekly Agenda Date: 10/31/2017

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

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Dennis Gallagher has requested the approval of a permit to work in the right of way to clean the south ditch of 300th St. along his farm field.

BACKGROUND:

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

FINANCIAL IMPACT:

No financial impact to the county.

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

Yes No

RECOMMENDATION:

Recommend approval of the permit for Dennis Gallagher.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way for Dennis Gallagher and to direct the chair to sign the permit.



Woodbury County Secondary Roads Department

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

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

Name of Permittee: Dennis Gallagher Phone No.: 712-253-6213

Mailing Address: 2663 298th St. Harnick IA 51026

Township: Willow Section: 17

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

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

Clean south ditch along 300th St. from Merville Blacktop. Clean ditch west 1/4 mile. County will set out stakes for contractor cutting ditch grade.

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

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

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

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

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

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

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

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

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

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

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

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

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

County to stake grades for contractor

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 31st day of December, 2017.

Entered into this _____ day of _____, 2017.

Dennis Gallagher
Signature of Property Owner or Authorized Representative

Mark J. Walsh
Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

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

Date: 10-25-2017 Weekly Agenda Date: 10-31-2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM:

Approval to accept the Department Head Evaluation system for review.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

We are presenting to the Board an extremely logical, very workable Department Head Evaluation System for their review. There is an individualized form to complete for each Department Head.

BACKGROUND:

Human Resources was tasked with finding a Department Head Evaluation System to present to the Board on October 31, 2017. This is that system. There was not a concise clean system in place and this provides that system.

FINANCIAL IMPACT:

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

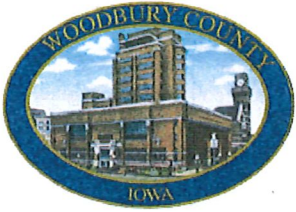
Yes No

RECOMMENDATION:

Please accept the Department Head Evaluation system for review.

ACTION REQUIRED / PROPOSED MOTION:

Motion to accept the Department Head Evaluation system for review.



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SECRETARY

Tish Brice
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To: Board Members
From: Mark Nahra, County Engineer
Date: October 23, 2017
RE: Weekly Work Report

Construction Project Report

To be let:

L-B(V84-2)—73-97, Lee Avenue Bridge in section 13 of Little Sioux Township. Letting date: late November, 2017. Late Start Date: April 1, 2018. The bridge replacement project is locally funded project with the \$1.3 million special project levy. The bridge is scheduled to be completed in the either the 2017 or 2018 construction season. The bridge is a precast concrete structure which lends itself to winter construction. By giving a wide-open construction period for the project, we give contractors scheduling flexibility which can lead to lower priced bids. This bridge was closed last week due to deterioration of its substructure.

Under Contract:

L-(220th)—73-97, Rehabilitation and Seal Coat on 220th Street East of Old Lakeport Road. Letting date: September 5, 2017. Late Start Date: October 16, 2017. 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 completed project plans and bid documents that were sent to contractors. No bids were received for the project at a September 5th letting. The Engineers office is rescoped the project obtained separate bids for base reclamation and seal coat. The project was completed October 17-20 and is fully open to traffic.

L-(280th)—73-97, Grading and Intersection relocation project. Letting date: September 19, 2017. Late Start Date: October 16, 2017. Contractor: Flewelling Earthmoving, Inc. Contract Price: \$63,743.90. The current intersection of Old Highway 141 and 280th Street east has restricted sight distance to the north at the intersection and has been the subject of complaints of near collisions by area landowners and residents. Property owners in the area have donated land to allow relocation of the intersection to a point across from the western leg of 280th Street at a location with better sight distance. The letting was held September 19th and the bid awarded to the low bidder. Contracts has been received from the contractor and will be presented to the Board on October 24th for approval. The project is programmed for FY 2018 completion.

L-C(L1)—73-97, Replacement of bridge L1 with a precast box culvert on Old Highway 20 near Cushing. Letting date: September 5, 2017. Late start date: October 16, 2017. Contractor: Dixon Construction. Contract price: \$145,852.80. 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. The contract for the project has been approved by the Board. A preconstruction meeting with the contractor is pending.

M-HC 17-4, Weir repair south of 160th Street near bridge J-328. Letting date: September 19, 2017. Late Start Date: October 15, 2017. Contractor: Dixon Construction, Correctionville, IA. Contract price: \$49,000.00. Project involves repairing a grade control structure that was damaged during the June 15, 2016 storm event. The low bid was approved by the Board on September 19, 2017. Contracts have approved by the Board. A preconstruction meeting is pending. Work will be done this fall.

PCC Patching-2017, PCC Patching on various PCC Paved roads. Letting date: August 1, 2017. Late Start Date: October 2, 2017. Contractor: Ten Point Construction, Denison, IA. Contract price: \$65,389.00. This project will remove damaged pavement panels and replace them with new concrete patches. The project also repairs pavement damage from summer blow-ups. The contract was approved by the Board on August 22. Work has started and should be completed this fall.

L-B(Q10)—73-97, Replacement of Bridge Q10 on 220th Street SE of Bronson— Letting date: August 22, 2017. Contractor: Graves Construction, Denison, IA. Contract price: \$287,089.09. This project will replace an aging greenwood structure on 220th street west of Bronson with a new reinforced concrete box culvert with a flumed outlet. This project is funded with the \$1.3 million special project levy funds. The contract has been approved by the Board at their September 29th meeting. The contractor plans to move on site the week of October 23 or October 30.

Pavement Markings-2017, Center line and edge line pavement markings on various paved roads. Letting date: July 18, 2017. Late Start Date: September 1, 2017. Contractor: Vogel Traffic Services. Bid Price: \$84,791.30. This project will restripe many of our county paved roads. This is an annual project to replace 33-50% of our pavement markings each year. The contractor has finished stop bars and symbols. Mainline and edgeline work started last week and is expected to be finished by the end of this week.

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.

Work continues on the project. The north approach grade pavement was completed during the week of September 25th. The project is now behind schedule as rains during the last week of September and first week of October delayed project work including the placement of bridge deck reinforcing steel and pouring of the bridge deck. The bridge deck was poured on Wednesday, October 11th. The cure period for the bridge deck was completed on October 18th and the forms have been dropped with removal of the forms started. The bridge rail is formed and will be poured this week. Earthwork on the south pavement replacement portion of the project has started and it is hoped that the new pavement will be placed either the end of this week or the beginning of next week. The placement of the reinforced approach sections at both ends of the bridge and approach guardrail remain before the bridge can be opened to traffic. The project is anticipated to be complete during the first two weeks of November.

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 deck was poured the week of September 18th. All concrete work is now completed on the project and approach grading is underway this week. Guardrail berms are being built today. Channel protection riprap will be placed this week. Installation of guardrail will likely be completed near the end of this week. The project should open the week of October 30th.

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. A preconstruction meeting was held on June 20, 2017.

Asphalt placement was completed Saturday, October 21st. Shouldering started today. Pavement markings will be painted once the shoulders are finished. Project work should be completed by the end of this week.

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 was 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. The board of supervisors has approved the contract with Graves Construction.

Both abutments are finished and the precast beams have been set. Deck form placement is underway. A deck pour is anticipated for the week of October 30th. At this point, it appears as if the project will be completed the last week of November.

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 nearing completion. 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.

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.

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 in the fall of 2016, but since it would remain a posted bridge and it is scheduled for replacement in FY 2018, we will be moving it forward

in our design schedule to replace it in whole, hopefully with a winter 2017-2018 letting. The result is that the bridge will be closed through the winter of 2017-2018.

Other Projects:

The county road department has been trying some road stabilizing chemicals in an attempt to improve the performance of high traffic gravel roads. Even chloride treated roads are prone to washboarding and roughness wherever stopping, starting, and braking occur, requiring frequent blade passes for correction. There is a class of base stabilizing chemicals that are marketed to resist washboard formation and improve the ride quality of gravel roads.

Three chemicals have shown some promise and if they deliver on their expected performance, they may prove to be cost effective replacements for our current road maintenance practices. The first product is called "ClayCrete". It binds clay fines in the gravel to make a hard surface that is resistant to deformation under traffic. It has been used on 140th Street north of Correctionville Road. A second product, called "Earthbind" was tried on Buchanan Avenue south of Highway 20 near the storage units and Grandy Avenue. Both of these locations were selected due to their characteristics. Both are at intersections with an uphill/downhill grade for accelerating/braking traffic, areas that are the first to washboard and require attention under normal gravel road maintenance. These products will be observed over the next 12-24 months to see whether they provide the improved performance advertised by the suppliers. These two materials provide dust mitigation in addition to road stabilization.

The third chemical treatment is called "T15 Base 1". It will be used on 220th Street east of Old Lakeport Road as part of the road reclamation/seal coat project on that road segment. Base 1 is a base stabilizer only and works to strengthen that base underneath a seal coat or pavement. It should provide better stability under heavy truck loads from deliveries and waste pickup on the road. This chemical does not provide dust mitigation and will require some treatment of the surface after application.

The county has many gravel roads with increasing traffic that we cannot afford to upgrade to pavement. Base stabilizers may allow the county to improve the quality of high traffic roads at a cost that is much less than a full upgrade to paving.

Old Highway 20/150th Street

Old Highway 20/150th Street is currently closed between Delaware and Eastland Avenues due to an apparent bank failure. The road has faulted and settled causing wide cracks in the pavement and bumps in the roadway. The county has hired a contractor to do soil exploration to determine the extent of the damage to the embankment. The road will remain closed until the geotechnical work is completed.