



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(JANUARY 16, 2018) (WEEK 3 OF 2018)**

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

Agenda and Minutes available at:  
[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 16, 2018 at **3:30 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.

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**AGENDA**

- 3:30 p.m.** 1. Board Administration – Dennis Butler  
Update on Tax Rate Report
2. **Budget Review Discussion for FY 2019** **Page**
- |  |             |
|--|-------------|
| a. Building Services   |             |
| 1. Courthouse – General Basic  | 3-6         |
| 2. LEC – General Basic   | 9-12        |
| 3. Trospen/Hoyt – General Basic  | 14-16       |
| 4. Anthon Courthouse – General Basic   | 18          |
| 5. Praire Hills Facility – General Basic   | 20-21       |
| 6. District Health Building – General Basic  | 23          |
| 7. Building Services Facility – General Basic  | 25-27       |
| 8. Tri-View Facility – General Basic   | 29          |
| b. Board Administration – Dennis Butler<br>Discussion of Plan #4 for the funding of paramedics for Woodbury County | Information |
- 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 11 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 January 9, 2018 meeting
6. Approval of claims
7. Board of Supervisors – Rocky De Witt  
Approval of Chairman’s 2018 liaison and committee assignments
8. Approval of resolution for approving abatement of taxes for Museum Building Property, Inc.
9. Human Resources – Melissa Thomas  
Approval of Memorandum of Personnel Transactions
10. Board Administration – Karen James
  - a. Approval of reappointment of Kathleen Fenceroy to the Commission to Assess Damages Category B
  - b. Approval of lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension
11. Secondary Roads – Mark Nahra  
Consideration of a permit for use of the county right of way for an underground utility for Centurylink

## End Consent Agenda

12. Board Administration – Heather Satterwhite
  - a. Public hearing and sale of property parcel #894720340006 (aka 1113 W. 17<sup>th</sup> Street) Action  
**4:35 p.m.**  
(Set time)
  - b. Public hearing and sale of property parcel #894734251010 (aka 799 Lewis Blvd.) Action  
**4:37 p.m.**  
(Set time)
  - c. Public hearing and sale of property parcel #894728229013 (aka 1110 13<sup>th</sup> Street) Action  
**4:39 p.m.**  
(Set time)
13. Building Services – Kenny Schmitz
  - a. Trospen Hoyt Master Control Security Electronics and Elevator Project – Bid presentation Information
  - b. Public Hearing for the Trospen Hoyt Master Control Security Electronic and Elevator Project Action  
**4:45 p.m.**  
(Set time)
  - c. Law Enforcement Center – Project Identification Information
14. Williams & Company – Jeff Peters  
Discuss and receive the Woodbury County’s Certified Annual Financial Report For FY 2017 Action
15. Secondary Roads – Mark Nahra
  - a. Approve contract for the Garretson Ditch repair with Soil Solutions for \$14,446.10 Action
  - b. Approval of resolution for classifying a segment of Pocahontas Avenue as Level C, Minimum Maintenance Road Action
16. Board of Supervisors – Keith Radig  
Approval of letter to Judge Hoffmeyer Action

- |  |  |             |
|--|--|-------------|
| 17. County Sheriff – Dave Drew   |  |             |
| Set and publish public hearing date of January 30, 2018 at 4:45 p.m. for county ordinance allowing the Woodbury County Sheriff's Office to waive residency requirements for Reserve Peace Officers |  | Action      |
| 18. Board of Supervisors – Rocky De Witt   |  |             |
| Discussion and action on allowing vacation carryover for Dennis Butler   |  | Action      |
| 19. Reports on Committee Meetings  |  | Information |
| 20. Citizen Concerns   |  | Information |
| 21. Board Concerns   |  | Information |

## **ADJOURNMENT**

*Subject to Additions/Deletion*

## CALENDAR OF EVENTS

<b>TUESDAY, JAN. 16,</b>	<b>4:30 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>WEDNESDAY, JAN. 17</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	<b>10:00 a.m.</b>	Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook
<b>THURSDAY, JAN. 18</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>MONDAY, JAN. 22</b>	<b>6:00 p.m.</b>	Zoning Commission Meeting, First Floor Boardroom
<b>WEDNESDAY, JAN. 24</b>	<b>1:30 p.m.</b>	Sioux City Conference Board Meeting
<b>THURSDAY, JAN. 25</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
<b>THURSDAY, FEB. 1</b>	<b>4:30 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>MONDAY, FEB. 5</b>	<b>6:00 p.m.</b>	Board of Adjustment meeting, First Floor Boardroom
<b>TUESDAY, FEB. 6</b>	<b>4:45 p.m.</b>	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>WEDNESDAY, FEB. 7</b>	<b>9:00 a.m.</b>	Loess Hills Alliance Protection Committee Meeting, Olson Visitor's Center, Pisgah, Iowa
	<b>10:30 a.m.</b>	Loess Hills Alliance Stewardship Committee Meeting
	<b>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
	<b>1:00 p.m.</b>	Loess Hills Alliance Executive Board Meeting
<b>WEDNESDAY, FEB. 14</b>	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, First Floor Boardroom
<b>WEDNESDAY, FEB. 21</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	<b>10:00 a.m.</b>	Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook
<b>THURSDAY, FEB. 22</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue

**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.

## *The Running Total: Current Tax Rates for FY 18*

Certified budget March 15, 2017

Woodbury County: County-Wide  
\$7.41 / \$1,000

-\$0.04

Woodbury County: Rural Unincorporated  
\$10.37 / \$1,000

-\$0.13

## *The Running Total: Current Tax Rates for FY 19*

After January 1, 2018 Adjustment\*

Woodbury County: County-Wide  
\$7.57 / \$1,000

+\$0.16

Woodbury County: Rural Unincorporated  
\$10.19 / \$1,000

-\$0.18

*\*Total department budget requests including improvement items*

# The Running Total: Current Tax Rates for FY 19

After January 2, 2018 Adjustment

Woodbury County: County-Wide  
\$7.53 / \$1,000

+\$0.12

-\$0.04

Woodbury County: Rural Unincorporated  
\$10.14 / \$1,000

-\$0.23

-\$0.05

*Major actions: Reduced Conservation improvement request by 2 positions, totaling -\$155,568 and adjusting the Comm Center by +\$1,733.*

# The Running Total: Current Tax Rates for FY 19

After January 9, 2018 Adjustment

Woodbury County: County-Wide  
\$7.52 / \$1,000

+\$0.11

-\$0.01

Woodbury County: Rural Unincorporated  
\$10.05 / \$1,000

-\$0.32

-\$0.09

*Major actions: Reorganized and combined Human Resources, also de-authorized a position.  
Also reduced Secondary Roads tax asking by \$100,000 due to L.O.S.T. increase.*



**Running Tally Report for Tax Askings**  
**Proposed FY 2019**  
 Updated - January 10, 2018

	Tax Askings					Total Tax Asking Increase or (Decrease)
	<u>General Basic</u>	<u>General Supplemental</u>	<u>County Services (MH)</u>	<u>Debt Service</u>	<u>Rural Basic</u>	
December 19, 2017 - Starting Position	1,288,319	677,623	1,122,432	(698,508)	(194,479)	2,195,387
<b>Total Starting Tax Asking</b>	1,288,319	677,623	1,122,432	(698,508)	(194,479)	2,195,387
<b>Changes:</b>						
December 19, 2017	0	0	0	0	0	0
<b>January 2, 2018</b>						
Deleted conservation Improve. Request	(155,568)					(155,568)
Adjusted Comm Center	1,733					1,733
Subtotal	(153,835)	0	0	0	0	(153,835)
<b>January 9, 2018</b>						
Adjusted WCICC	(104,333)					(104,333)
Place all payroll & benefits in H.R.	83,277	(42,769)				40,508
Reorganize H.R. the General Basic Fund						0
Reduced Secondary Roads allocation					(100,000)	(100,000)
	(21,056)	(42,769)	0	0	(100,000)	(163,825)

**Tax Askings**

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<b><u>General Basic</u></b>	<b><u>General Supplemental</u></b>	<b><u>County Services (MH)</u></b>	<b><u>Debt Service</u></b>	<b><u>Rural Basic</u></b>	<b><u>Total Tax Asking Increase or (Decrease)</u></b>
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**Changes:**

**January 16, 2018**

**January 23, 2018**

**January 30, 2018**

**Tax Askings**

	<u>General Basic</u>	<u>General Supplemental</u>	<u>County Services (MH)</u>	<u>Debt Service</u>	<u>Rural Basic</u>	<u>Total Tax Asking Increase or (Decrease)</u>
<b>February 6, 2018</b>						
<b>February 13, 2018</b>						
<b>February 20, 2018</b>						
Subtotal - Increase or (Decrease)	1,113,428	634,854	1,122,432	(698,508)	(294,479)	1,877,727

All fund numbers regarding tax askings and budget will be increased by the tax rebate to CF that the County agreed to when the Development Agreement was signed and approved by the County Supervisors and CF. The rebate will be our share of the taxes generated by the excise tax assessment determined by the State Department of Revenue. The rebate will be determined when the County's final tax rates are certified. The rebate will be over \$950,000 per FY. This rebate is in effect for the next 20 FY's starting with FY 2019.



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

#2b

Date: 01/11/2018

Weekly Agenda Date: 01/16/2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Dennis Butler - Finance Director

**WORDING FOR AGENDA ITEM:**

Discussion of Plan #4 for the funding of paramedics for Woodbury County

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

There has been 3 previous financing plans for funding paramedics in Woodbury County. Today I am presenting a 4th plan for this purpose.

**BACKGROUND:**

SPI has terminated paramedic services as of January 1st, 2018. Although the county is not required to fund this type of service, the county has come up with 3 previous funding plans. The 4th proposal includes 3 3/4 paramedics and \$12,000 worth of medical supplies, for a total cost of \$288,365. Funding would be through a county-wide levy in the General Basic Fund. The attached backup material describes this proposal in more detail. After funds are collected (involving the rural cities & townships), this would then be transferred to a new fund called, Emergency Paramedic Services. Sioux City's share would be done through a rebate from Woodbury County to Sioux City.

**FINANCIAL IMPACT:**

Fiscal impact to Woodbury County would be a tax increase of \$812,831, broken down as follows: Emergency Paramedic Services for rural cities & townships in the amount of \$288,365, plus \$524,466 to Sioux City paramedics. All the rural towns are at their maximum General Fund of \$8.10, with the exception of Danbury. The rural cities have no funds available for paramedic services. As for Sioux City's paramedics, the estimated cost is around \$1,000,000. By doing a county wide levy, the taxes collected for Sioux City's share would be rebated to Sioux City in the amount of \$524,466.

This proposal would provide paramedic services to the rural cities and townships.

**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:**

Place proposal #4 for approval on the January 23rd, 2018 Board of Supervisors Agenda.

**ACTION REQUIRED / PROPOSED MOTION:**

**New Plan (#4) for Funding of Paramedics for FY 2019**

Total Taxable Valuation County Wide	4,276,708,633
Less Sioux City Taxable Valuation	(2,759,470,144)
Net Taxable Valuation for Rural Cities & Townships	1,517,238,489

**Paramedics Cost for Rural Cities & Townships:**

1 current paramedic	75,249
2 3/4 new paramedics	201,116
Medical costs for paramedics moved from the General Supplemental Fund	<u>12,000</u>
Total	288,365

288,365 divided into 1,517,238,489 = .19006 ( General Basic Fund) **288,365**

The generated taxes will be transferred to the new Emergency  
Medical Services Fund as taxes come in for FY 19.

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Take the total tax base (4,276,708,633) times the tax rate (.19006) This includes Sioux City	812,831
Less the rural cities and townships share	<u>(288,365)</u>
Rebate to Sioux City for their share of taxes	<b>524,466</b>

The cost per capita will still remain **\$14.79** for the rural cities and townships.

**JANUARY 9, 2018, SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, January 9, 2018 at 2:30 p.m. Board members present were Ung, De Witt, Pottebaum, Radig and Taylor. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Joshua Widman, Assistant County Attorney, and Patrick Gill, Auditor/Clerk to the Board.

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

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

Motion by Radig second by Pottebaum to approve an expenditure of \$100.00 contingent upon a payment plan being agreed to. Carried 5-0.

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

2. Connie Barrett, Sioux City, expressed concerns with a proposed change of mental health regions.
3. Motion by Ung second by Radig to approve the Agenda for January 9, 2018 with the elimination of an item submitted by Michael Clayton, County Treasurer. Carried 5-0. Copy filed.

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

4. To approve minutes of the January 2, 2018 meeting. Copy filed.
5. To approve the claims totaling \$486,937.76. Copy filed.
6. To approve the appointment of Aaron Gehling to the Woodbury County Conservation Board. Copy filed.
7. To approve the other of Rocky De Witt, Board Chairman, Board of Supervisors Dept., effective 01-02-18, \$39,469/year, 19%=\$6,318/year. From Board Member to Board Chairman.; the other of Keith Radig, Board Vice Chair, Board of Supervisors Dept., effective 01-02-18, \$33,151/year. From Board Member to Board Vice Chair Board Member.; the other of Jeremy Taylor, Board Member, Board of Supervisors Dept., effective 01-02-18, \$33,151/year. From Board Vice Chair to Board Member.; the other of Matthew Ung, Board Member, Board of Supervisors Dept., effective 01-02-18, \$33,151/year, -19%=-\$6,318/year. From Board Chairman to Board Member.; the appointment of Raymond Richtermeier, Temporary Equipment Operator, Secondary Roads Depts., effective 01-10-18, \$22.30/hour. Not to exceed 120 days.; the reclassification of Theodore Karrer, Maintenance Worker-Groundskeeper, Building Services Dept., effective 01-15-18, \$17.61/hour, 5%=\$.84/hour. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 2 to Grade 3/Step 3.; and the reclassification of Michael Lamoureux Jr., Civilian Jailer, County Sheriff Dept., effective 01-16-18, \$25.08/hour, 11.5%=\$2.61/hour. Per CWA Civilian Officers Contract agreement, from Senior Class to Master Class. Copy filed.
- 8a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing date and sale date of parcel #894723384002, 3320 Parkland Place.

**RESOLUTION #12,674  
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 3 and Northerly Part of Lot 4 being 15 feet on Northwesternly Line except 10 feet on Southeasterly line of Block 15 of Kelly Park, an Addition to Sioux City, in the County of Woodbury and State of Iowa (3320 Parkland Place)**



**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 **23rd Day of January, 2018 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 **23rd Day of January, 2018**, 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 \$178.00** plus recording fees.

Dated this 9<sup>th</sup> Day of January, 2018.  
 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 #894720434003, 29 17<sup>th</sup> St.

**RESOLUTION #12,675  
 NOTICE OF PROPERTY SALE**

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

**Lots 1 & 2 Block 1 Clarks Addition; Lots 10 & 11 Block 11 Rose Hill Second Plat; and all that part of Gilman Park in 20-89-47 formerly described as all of Block 5 (Except the West 30 feet of Lots 5 & 6), Part of Block 6 lying South of the Southerly right of way of West 19<sup>th</sup> Street (Except W 30 feet of S 50 feet), Part of vacated 18<sup>th</sup> Street abutting aforesaid part of Block 6, Part of vacated Main Street abutting Lots 19 thru 21 Block 3 & lying South of the Southerly right of way of W 19<sup>th</sup> Street, vacated street between Blocks 5 & 7, and all of Block 7 in Gilman Terrace Addition (29 17<sup>th</sup> 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 **23rd Day of January, 2018 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 **23rd Day of January, 2018**, 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 \$289.00** plus recording fees.

Dated this 9<sup>th</sup> Day of January, 2018.  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 9a. To approve the above ground utility permits for Vantage Point near Oto. Copy filed.
- 9b. To approve the above ground utility permits for Vantage Point near Hornick. Copy filed.
- 9c. To approve the above ground utility permits for Vantage Point near Smithland. Copy filed.

Carried 5-0.

10. Motion by Radig second by Taylor to approve emergency repairs for the Little Courthouse located in Anthon, IA. Carried 5-0. Copy filed.

11. Motion by Pottebaum second by De Witt to approve Change Order 5 for Courthouse Courtroom #207 in the amount of \$6,671.25. Carried 5-0. Copy filed.

13. Bid opening for slide repair. The bids are as follows:

Soil Solutions, Onawa, IA	\$14,446.10
L.A. Carlson, Merrill, IA	\$18,730.50
Niewohner Const., Whiting, IA	\$38,480.00

Motion by Radig second by De Witt to receive the bids and award the bid to Soil Solutions, Onawa, IA, for \$14,446.10 for slide repair. Carried 5-0. Copy filed.

14a. Motion by Taylor second by Ung to de-authorization of the HR position (9004) previously held by Melissa Thomas. Carried 5-0. Copy filed.

14b. Information was presented by Jeremy Taylor on Law Enforcement Center Expansion Projects B-a and C-1/C-2. Copy filed.

15. Board members gave reports on their committee meetings.

16. Kathy Roberts, Sioux City, expressed concerns about action the Sioux Rivers Regional Mental Health & Disability Services Board recently took.

17. Board concerns were heard.

18. An update on the proposed tax rate was presented by Dennis Butler - Board Administration. Copy filed.

19a. Motion by Taylor second by Ung to receive the Secondary Roads budget as submitted. Carried 5-0.

Motion by Ung second by Radig to receive the Secondary Roads – Special 5 Year Bridge Project budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the Roadside Management budget as submitted. Carried 5-0.

19b. Motion by Radig second by Ung to receive the Emergency Services budget as submitted. Carried 5-0.

Motion by Pottebaum second by Ung to receive the Emergency Services – Animal Control budget as submitted. Carried 5-0.

Motion by Taylor second by De Witt to receive the Emergency Services – EMS Loan Fund – Non Tax budget as submitted. Carried 5-0.

Motion by Taylor second by Radig to receive the Emergency Services – EMS Training – Non Tax budget as submitted. Carried 5-0.

19c. Motion by Radig second by Ung to receive the WCICC budget as submitted. Carried 5-0.

20. A public hearing was held at 5:00 p.m. for consideration of reclassification of a portion of Pocahontas Avenue as Area Service C.

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

Motion by Pottebaum second by De Witt to approve the reclassification of a portion of Pocahontas Avenue as Area Service C. Carried 5-0. Copy filed.

The Board adjourned the regular meeting until January 16, 2018.

Meeting sign in sheet. Copy filed.

**COMMITTEE ASSIGNMENTS 2018****Department & Liaison Assignments**

Building Services	Taylor
Conservation	Pottebaum
Court Administration	Ung
Department of Human Services	Radig
Emergency Services	De Witt
Human Resources	De Witt
Juvenile Court Services	Pottebaum & Taylor
Juvenile Detention	De Witt & Taylor
Community Economic Development	Pottebaum & Radig
Secondary Roads	De Witt & Pottebaum
Veteran Affairs	Taylor & De Witt
*1 Sioux Rivers Region	Radig & Ung
Siouxland District Health	Ung
Union Relations	Pottebaum & De Witt
*2 Rolling Hills	Taylor & De Witt
Historical Committee	Taylor & Ung

**Buildings & Projects**

Long Term Facility Planning	Taylor
Energy Planning	Taylor
Ag Expo	Taylor

### **County Board Committees**

Board of Adjustments	Pottebaum
Conservation Board	Pottebaum
DECAT Board	Radig
E911	De Witt
Emergency Management Committee	De Witt
Soil & Water Conservation	Pottebaum
Third Judicial District	Pottebaum
Zoning Commission	Pottebaum & De Witt

### **By Agreement**

Community Action Agency	De Witt
Highway 20 Association	Radig
Siouxland Economic Development Corporation	De Witt
Siouxland Tri-State Area Radio Communications	De Witt

### **28E Agreement**

Area Solid Waste	Pottebaum
HAZMAT	De Witt
Hungry Canyons	De Witt & Pottebaum
Loess Hills Alliance	De Witt, Ung (Alternate)
Loess Hills Scenic Byway	De Witt Ung (Alternate)
Officials Council & Regional Workforce Investment	Radig
Security Institute	De Witt & Ung
SIMPCO	Radig
WCICC	Pottebaum & De Witt
Western Iowa Tourism	Pottebaum & Ung
Siouxland Chamber	Taylor

**Special Purpose**

Courthouse Advisory/Historical

Taylor & Ung

Health & Wellness

Ung

LEC/Prairie Hills

Taylor & Ung

Policy Review Committee

Radig & Ung

Safety & Security Committee

De Witt

\*1 For duration of FY 2017-18

\*2 To & thru the acceptance into Rolling Hills Region



Moore Heffernan  
Moeller Johnson  
& Meis LLP

RECEIVED

DEC 22 2017

WOODBURY COUNTY  
BOARD OF SUPERVISORS

DAN A. MOORE \*  
MAUREEN B. HEFFERNAN +  
RICHARD H. MOELLER +  
JEFFREY A. JOHNSON \* +  
ROBERT F. MEIS \* +  
ANGIE J. SCHNEIDERMAN \*  
KARRIE R. HRUSKA +  
JASON GANN +  
MARK C. CORD III \* +  
NIKKI K. NOBBE  
KAITLIN T. BOETTCHER

WRITER'S EMAIL

DMoore@MooreHeffernanLaw.com

+ Also admitted in Nebraska  
\* Also admitted in South Dakota

December 21, 2017

**HAND DELIVERED**

Woodbury County Board of Supervisors  
620 Douglas Street, Room 104  
Sioux City, Iowa 51101

Re: Sioux City Museum Building, 607 4<sup>th</sup> Street, Sioux City, Iowa 51101

Dear Supervisors:

We represent The Sioux City Community School District in the Counties of Woodbury and Plymouth, State of Iowa with regard to their purchase of the Public Museum Building located at 607 4<sup>th</sup> Street, Sioux City, Iowa. The property is owned by Museum Building Property, Inc., an entity set up by the City of Sioux City for tax reasons. As you may know, the City leased a portion of the Museum Building to Northwest Airlines, Inc. (subsequently Delta Airlines) pursuant to a long term lease which recently terminated and expired on October 31, 2017. According to the terms and provisions of the Northwest Airlines Lease, Northwest Airlines was to pay the property taxes during the term of its lease, since the building became taxable because of the lease. Now that the lease has expired, the School District desires to purchase the Museum Building for its Career Academy Classes and for other educational purposes relating to the Career Academy for the School District's students.

The City of Sioux City is represented by its City Attorney Nicole DuBois who is joining with me in this joint letter to the Woodbury County Board of Supervisors. We respectfully are seeking an abatement of the 2017-2018 real estate taxes for the second installment which covers the tax period of January 1, 2018 to June 30, 2018, the period of time that the property is no longer being leased for a profit, will be owned by The Sioux City Community School District, and the museum portion of the building will be leased to the City of Sioux City for \$1.00 on a long term lease. Because of the tax exempt status, we are requesting that the real estate taxes be abated for this period of January 1, 2018 to June 30, 2018. After that period of time, the Museum Building will be tax exempt under these circumstances as outlined.

Woodbury County Board of Supervisors  
December 21, 2017  
Page 2

We are requesting a meeting with you to discuss further the details and answer any questions you may have regarding this situation. Is there a time that we may meet with you?

Thank you for your service to the citizens of Woodbury County. We look forward to meeting with you.

Sincerely,



Dan A. Moore  
For the Firm



Nicole M. DuBois  
City Attorney  
City of Sioux City, Iowa

DAM:dak

cc: Dr. Paul R. Gausman, Superintendent  
Cynthia A. Lloyd, Board Secretary  
Robert K. Padmore, City Manager



**WOODBURY COUNTY, IOWA**

**RESOLUTION #**

**RESOLUTION APPROVING ABATEMENT OF TAXES**

**WHEREAS**, Museum Building Property, Inc. is the titleholder of real estate Parcel #894728333006 located in Woodbury County, Iowa and legally described as follows:

Parcel #894728333006

SIOUX CITY EAST W 175 FT LYING S OF N 215 FT & N 215 FT

**WHEREAS**, the above-stated property has taxes owing for the second installment for 2017-2018 tax year, and the parcel is owned by Museum Building Property, Inc.; and

**WHEREAS**, the organization, namely Museum Building Property, Inc. is failing to immediately pay the taxes due; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 427.3 for the taxes owed for the second installment for tax year 2017-2018, and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

**SO RESOLVED** this 16th day of January, 2018.

ATTEST:  
SUPERVISORS

WOODBURY COUNTY BOARD OF

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor/Recorder

\_\_\_\_\_  
Rocky De Witt, Chairman

Cmds: 1-Exit, 2-Print Recpts, 12-Full Legal, 13-Aud Val, 15-Addr Search  
16-Recpt Dtls, 14/23-Name Searchs, 19-Payments, 20-NOTES, 24-Chg Compute Date  
Parcl 8947 28 333 006 Deedhldr MUSEUM BUILDING PROPERTY INC  
Mail / Deedh. 123498607 Contract Buyer 000000000 SOLR003  
MUSEUM BUILDING PROPERTY INC

% CITY OF SIOUX CITY  
ROOM 511 PO BOX 447  
SIOUX CITY IA 51102  
Property Address: 607 4TH ST Receipt #: 055599  
Legal Description: Addition Name: Sioux City East  
SIOUX CITY EAST W 175 FT LYING S OF N 215 FT & N 215 FT  
Escrow/Ach: Taxable Acres:  
Tax Val: 4320000.00 Net Value: 4320000.00 Taxing District: 176  
Vet Exempt: BPT Cr: Gross Tax: 181851.83  
Homestead Cr: Ag Cr: Family Farm Cr:  
Elderly: Net Tax: 181852.00 Adv Payments:  
1st Half 90,926.00 Penalty Pd 92617 COST  
2nd Half 90,926.00 Penalty Pd  
# of Spec Assmnts: Total Amt Due:  
# of Drainage: Total Amt Due:  
# Years Delinquent: Total Amt Due: -----Pending-----  
Tax Sale Cert#: Tax Suspended Y/N: N Bankruptcy Y/N: N  
TOTAL AMOUNT DUE: 90926.00 Map# 000000000000121 01 2018

## HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 16, 2018

## \* 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
Kolker, Quincy	County Sheriff	7-01-17	Sheriff Reserve Officer			S	Resignation.
Waagmeester, Alex	County Sheriff	7-31-17	Sheriff Reserve Officer			S	Resignation.
Byrne, Michael	County Sheriff	10-01-17	Sheriff Reserve Officer			S	Resignation.
Avery, Christopher	County Sheriff	10-31-17	Sheriff Reserve Officer			S	Resignation.
Brooks, Amanda	County Sheriff	11-30-17	Sheriff Reserve Officer			S	Resignation.
Haller, Miah	County Sheriff	12-31-17	Sheriff Reserve Officer			S	Resignation.
Vandentop, Richard	County Sheriff	1-02-18	Sheriff Reserve Officer			S	Resignation.
Lucero, Carlos	County Sheriff	1-10-18	Civilian Jailer	\$22.47/hour	10.8%=\$2.20/hour	R	Per CWA Civilian Officers Contract agreement, from Class 1 to Senior Class due to 6 years employment and Associate Degree.
Zamora Coutino, Nancy	County Sheriff	1-19-18	Civilian Jailer	\$18.72/hour		A	Job Vacancy Posted 11-22-17. Entry Level Salary: \$18.72/hour.
Simoni, Michael	County Sheriff	1-26-18	P/T Courthouse Safety & Security Officer	\$18.57/hour	5%=\$.96/hour	R	Per Wage Comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.
Karrer, Theodore	Building Services	2-02-18	Maintenance Worker – Grounds Keeper			S	Laid Off.

Wetrosky, Arlene	County Treasurer	3-30-18	Senior Clerk			S	Retirement.

APPROVED BY BOARD DATE: \_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas

**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County

**FROM:** Melissa Thomas, Human Resources Director

**SUBJECT:** Memorandum of Personnel Transactions

**DATE:** January 16, 2018

For the January 16, 2018 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. County Sheriff (7) Reserve Officers, Resignations.
2. County Sheriff Civilian Jailer, from Class 1 to Senior Class.
3. County Sheriff Civilian Jailer, Appointment.
4. County Sheriff P/T Courthouse Safety & Security Officer, from Grade 3/Step 3 to Grade 3/Step 4.
5. Building Services Maintenance Worker-Grounds Keeper, Separation.
6. County Treasurer Senior Clerk, Retirement.

Thank you

**WOODBURY COUNTY, IOWA  
BOARD ADMINISTRATION**

**MEMORANDUM**

**TO:** Board of Supervisors  
**FROM:** Karen James, Board Administrative Assistant  
**RE:** Consideration of Appointment  
**DATE:** January 11, 2018

A letter was sent to Kathleen Fenceroy informing her that her term on the Commission to Assess Damages – Category B will be expiring on December 31, 2017 and asking if she would be interested in serving another term. Board Administration received Ms. Fenceroy’s response on January 8, 2018 and she is interested in serving another term on the commission.

This is on the agenda for the Board of Supervisors consideration to reappoint Kathleen Fenceroy to the Commission to Assess Damages – Category B.

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

**#10b**

Date: 1/10/18

Weekly Agenda Date: 1/16/18

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Karen James - Admin. Assistant

**WORDING FOR AGENDA ITEM:**

Approval of lifting tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Annually, the Board of Supervisors requires those receiving tax suspensions to re-certify their income. Those petitioners who fail to re-certify their income by the deadline or if their income does not qualify for continued tax suspension, will be turned over to the Board of Supervisors for action on lifting the tax suspension.

**BACKGROUND:**

**FINANCIAL IMPACT:**

None

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

Yes  No

**RECOMMENDATION:**

To lift the tax suspension of the petitioners that are listed on the attachment.

**ACTION REQUIRED / PROPOSED MOTION:**

Approval of lifting tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension.



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

**#11**

Date: 01/11/2018 Weekly Agenda Date: 01/16/2018

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

**WORDING FOR AGENDA ITEM:**

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

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Centurylink has requested the approval of a permit to install a power pad/junction box in road right of way of near Sioux City.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. New facilities will be constructed in county right of way. This project will install a power pad/junction box along the county road.

**FINANCIAL IMPACT:**

No financial impact to the county.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Centurylink.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the above ground utility permits for Centurylink and to direct the chair to sign the permits.

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

REQUEST BY APPLICANT:

Name Centurylink

Highway Correctionville Rd  
Township 89 N

Address 426 Lake Ave Storm Lake IA

City of Sioux City

Office Phone 712-732-8348 Local Phone 712-560-5105

Section: 33 1/4 of 1/4 Sec

Type of Utility Installation Fiber Optic

T 89 N, R 46W

Plans Prepared By Killion Communications

Copy Enclosed  Yes  No

Map Showing Location Enclosed  Yes  No

Utility Location is  cross right-of-way  parallel to right-of-way  
 overhead  underground

Proposed Method of Installation

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

Estimated Starting Date 2/1/18 Estimated Restoration Date 6/1/18

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

By [Signature]  
(Signature of Authorized Utility Representative)  
Justin Melohn

Title Eng II  
Date 1/9/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Title \_\_\_\_\_  
Date \_\_\_\_\_

By \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Title \_\_\_\_\_  
Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.

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



**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #894720340006**

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

**The East Half (E 1/2) of Lots Seven (7), Eight (8), and Nine (9) and the East 25 Feet of the West Half (W 1/2) of Lot Seven (7) and the East 25 Feet of the South 25 Feet of the West Half (W 1/2) of Lot Eight (8) all in Block Nineteen (19) North Sioux City Addition in the City of Sioux City, Woodbury County, Iowa (1113 W. 17<sup>th</sup> 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 **16<sup>th</sup> Day of January, 2018 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 **16<sup>th</sup> Day of January, 2018**, 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 \$197.00** 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 2<sup>nd</sup> Day of January, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Rocky De Witt, Chairman

**REQUEST FOR MINIMUM BID**

Name: Jeremy Verros Date: 4-28-17

Address: \_\_\_\_\_ Phone: 253-2511

Address or approximate address/location of property interested in:

1113 W. 17<sup>th</sup> St.

894720340006

GIS PIN # \_\_\_\_\_

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

Legal Description:

SE LL Sioux City Comm North Sioux City E 1/2 Lots 7-8-9  
Block 19 E 25ft W 1/2 Lot 7 Block 19 E 25ft S 25ft  
W 1/2 Lot 8 Block 19

Tax Sale #/Date: 01111/2013 Parcel # 055185

Tax Deeded to Woodbury County on: - 11/9/17

Current Assessed Value: Land \$6,000 Building 0 Total \$6,000

Approximate Delinquent Real Estate Taxes: \$3,197.00

Approximate Delinquent Special Assessment Taxes: \$9,939.00

\*Cost of Services: \$137

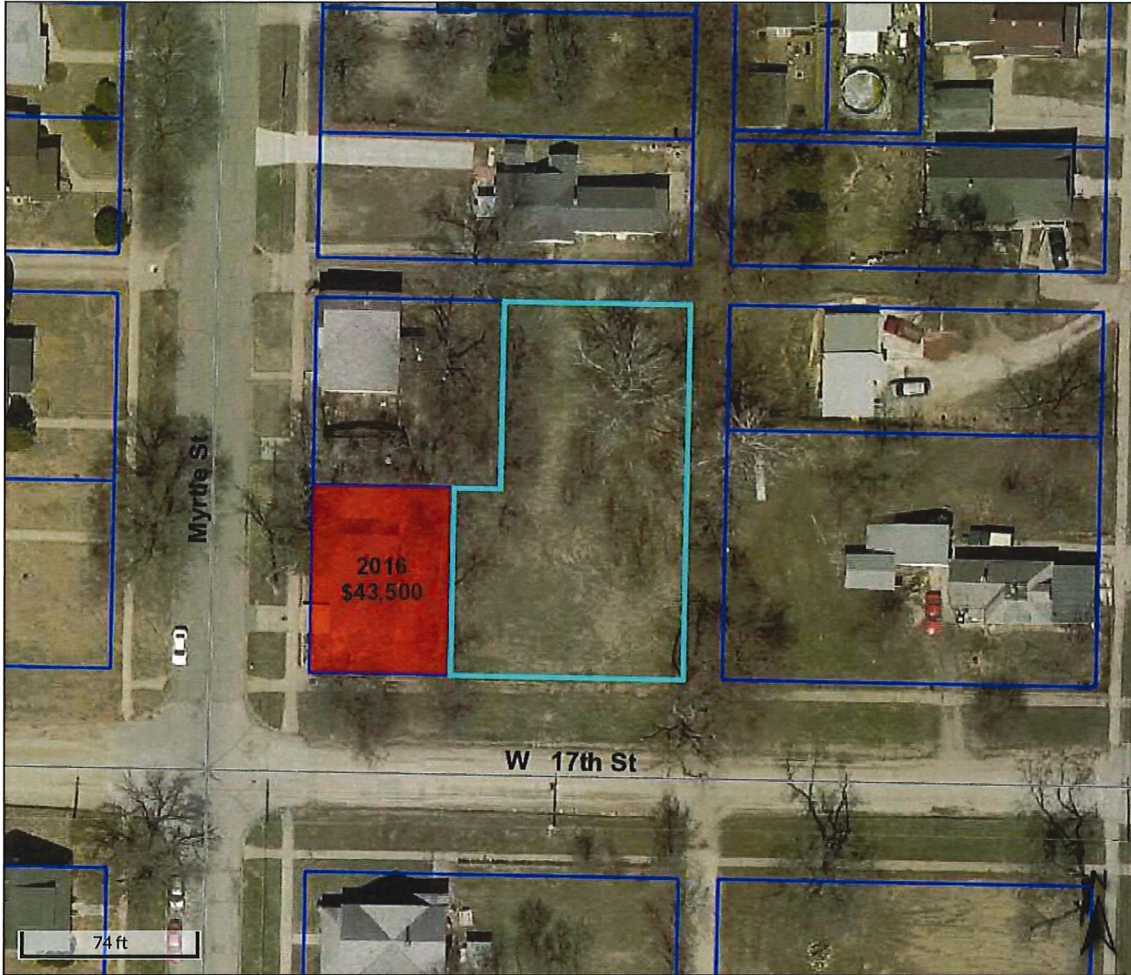
Inspection to: Matthew Ung Date: 4-28-17

Minimum Bid Set by Supervisor: \$6<sup>00</sup> plus cost of services of \$137 =  
total: \$97<sup>00</sup>

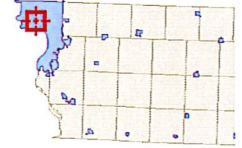
Date and Time Set for Auction: Tuesday, May 16<sup>th</sup> @ 4:35

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

# Beacon™ Woodbury County, IA / Sioux City



## Overview



## Legend

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

Parcel ID	894720340006	Alternate ID	055185	Owner Address	MERIDIAN HOLDINGS LLC
Sec/Twp/Rng	0-0-0	Class	R		405 N 115TH ST STE 100
Property Address	1113 W 17TH ST	Acreeage	n/a		OMAHA NE 68154-2507
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM  
 Brief Tax Description NORTH SIOUX CITY  
 E 1/2 LOTS 7-8-9 BLK  
 19 E 25 FT W 1/2 LOT  
 7 BLK 19 E 25 FT S  
 25 FT W 1/2 LOT 8  
 BLK 19

(Note: Not to be used on legal documents)

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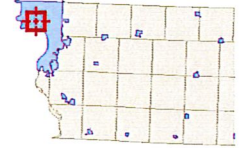
Developed by  
 The Schneider Corporation



# Beacon™ Woodbury County, IA / Sioux City



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Parcel ID	894720340006	Alternate ID	055185	Owner Address	MERIDIAN HOLDINGS LLC
Sec/Twp/Rng	0-0-0	Class	R		405 N 115TH ST STE 100
Property Address	1113 W 17TH ST	Acres	n/a		OMAHA NE 68154-2507
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

Brief Tax Description NORTH SIOUX CITY  
E 1/2 LOTS 7-8-9 BLK  
19 E 25 FT W 1/2 LOT  
7 BLK 19 E 25 FTS  
25 FT W 1/2 LOT 8  
BLK 19

(Note: Not to be used on legal documents)

Date created: 3/23/2017  
Last Data Uploaded: 3/22/2017 10:53:01 PM

 Developed by  
The Schneider Corporation



**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #894734251010**

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

**East 30 feet West 55 feet North ½ Block 46 C.B. Rustin & Co. Addition, Subject to Easements and restrictions of record if any, City of Sioux City, Woodbury County, Iowa (799 Lewis Blvd.)**

**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 **16<sup>th</sup> Day of January, 2018 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 **16<sup>th</sup> Day of January, 2018**, 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 \$10.00** 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 2<sup>nd</sup> Day of January, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Rocky De Witt, Chairman

REQUEST FOR MINIMUM BID

Name: Arturo Lozano Date: 10/30/17

Address: 717 S. Lewis Blvd. Phone: 202-4677

Address or approximate address/location of property interested in:  
799 Lewis Blvd.

GIS PIN # 894734251010

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

Legal Description:  
East 30 feet West 55 feet North 1/2  
Block 46, C.B. Rustin 3 Co. Addition,  
Subject to Easements and Restrictions of Record  
in any City of Sioux City, Woodbury County, IA

Tax Sale #/Date: #206 6/20/83 Parcel # 461220

Tax Deeded to Woodbury County on: 11/7/1984

Current Assessed Value: Land \$7,300 Building 0 Total \$7,300

Approximate Delinquent Real Estate Taxes: 0

Approximate Delinquent Special Assessment Taxes: 0

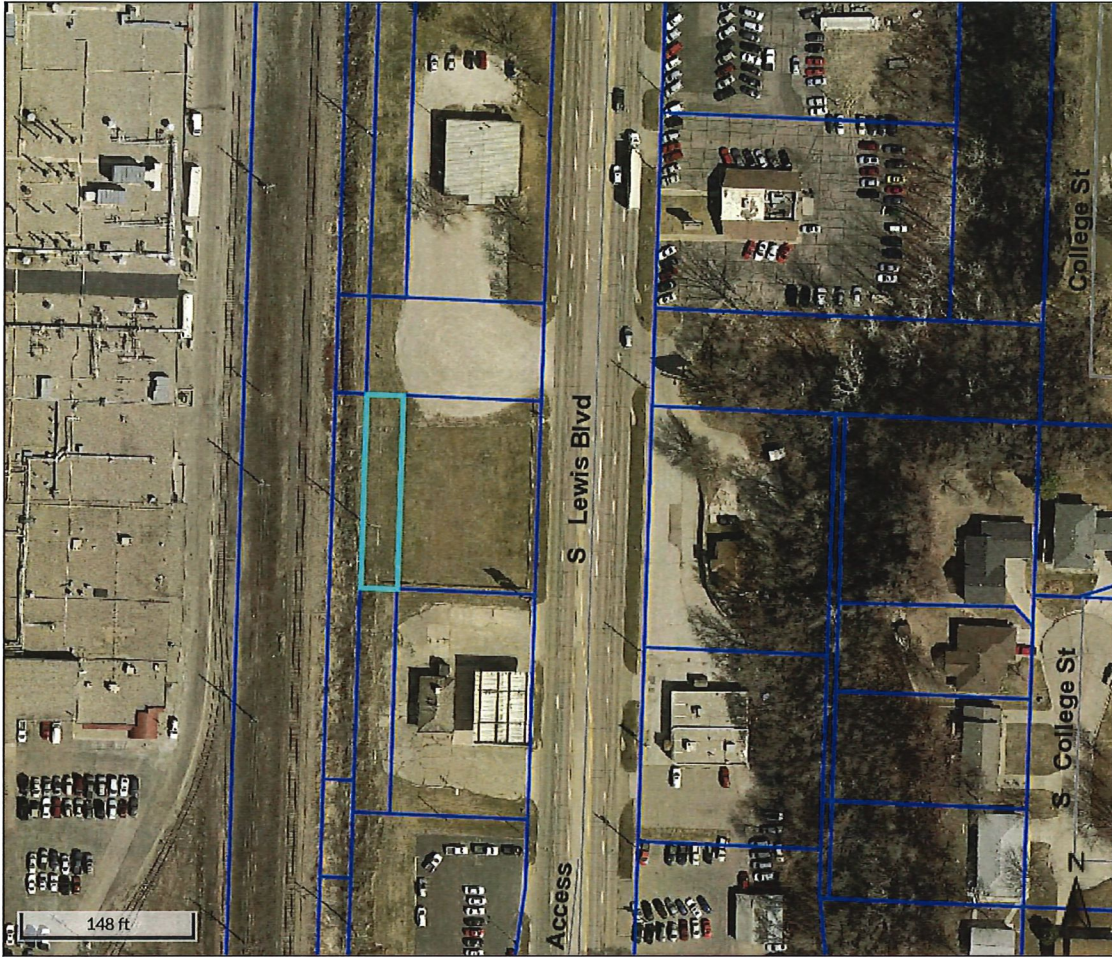
\*Cost of Services: 0

Inspection to: Matthew Ong Date: 10/31/17

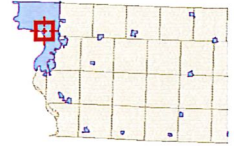
Minimum Bid Set by Supervisor: \$10 total: \$10

Date and Time Set for Auction: Tuesday, January 16<sup>th</sup> 04:37

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



Overview




Legend

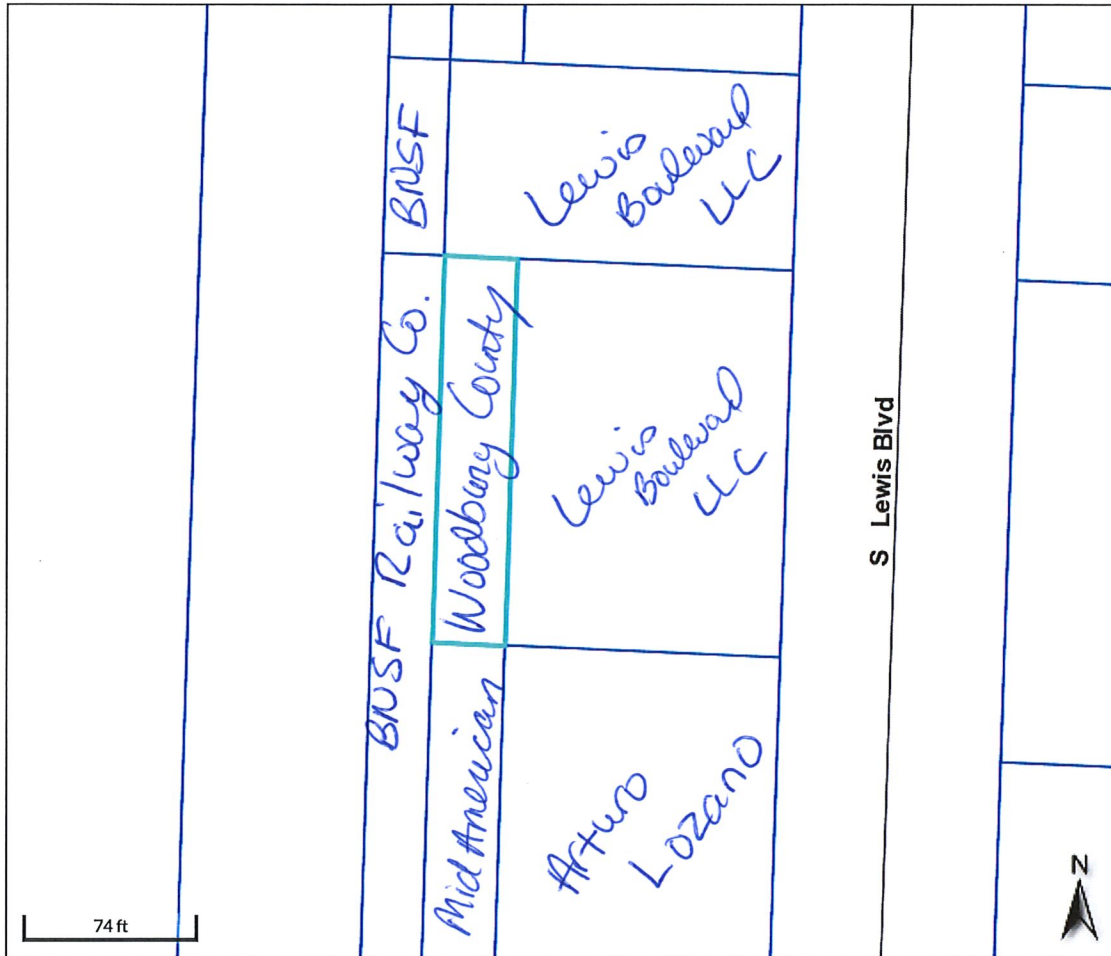
- Roads
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- 2016
- 2017
- Sioux City Residential Sales
- ▭ Parcels

Parcel ID	894734251010	Alternate ID	461220	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	C		620 DOUGLAS ST
Property Address	799 LEWIS BLVD	Acreage	n/a		RM 104
	SIOUX CITY				SIOUX CITY IA 51101-1248
District	087				
Brief Tax Description	CB RUSTIN & CO E 30 FT W 55 FT OF N 1/2 BK 46				
	(Note: Not to be used on legal documents)				

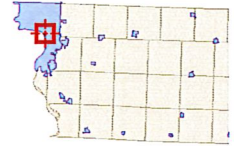
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 Developed by  
 The Schneider Corporation

# Beacon™ Woodbury County, IA / Sioux City



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- ▭ Sioux City Residential Sales
- ▭ Parcels

Parcel ID	894734251010	Alternate ID	461220	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	C		620 DOUGLAS ST
Property Address	799 LEWIS BLVD	Acreage	n/a		RM 104
	SIOUX CITY				SIOUX CITY IA 51101-1248
District	087				
Brief Tax Description	CB RUSTIN & CO E 30 FT W 55 FT OF N 1/2 BK 46				
	(Note: Not to be used on legal documents)				

Date created: 11/3/2017  
 Last Data Uploaded: 11/2/2017 11:09:26 PM


 Developed by  
 The Schneider Corporation

**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #894728229013**

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

**The East 50 feet of Lots 1 & 2 in Block 103 of the Sioux City East Addition, City of Sioux City and Woodbury County, Iowa (1110 13<sup>th</sup> 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 **16<sup>th</sup> Day of January, 2018 at 4:39 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 **16<sup>th</sup> Day of January, 2018**, 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 \$695.00** 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 2<sup>nd</sup> Day of January, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Rocky De Witt, Chairman

REQUEST FOR MINIMUM BID

Name: Quang Vo Date: 1/30/17  
Address: 1800 W. 1st St. 51103 Phone: 223-2000

Address or approximate address/location of property interested in:  
1110 13th St.

GIS PIN # 894728229013

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

Legal Description:

The East Fifty feet of Lots one & two  
in Block 103 of the Sioux City East Addition  
to City of Sioux City, Woodbury County, Iowa

Tax Sale #/Date: 6/16/08 # 1150 Parcel # 032700

Tax Deeded to Woodbury County on: 12/20/17

Current Assessed Value: Land \$1,900- Building ∅ Total \$1,900-

Approximate Delinquent Real Estate Taxes: \$1500-

Approximate Delinquent Special Assessment Taxes: \$3951-

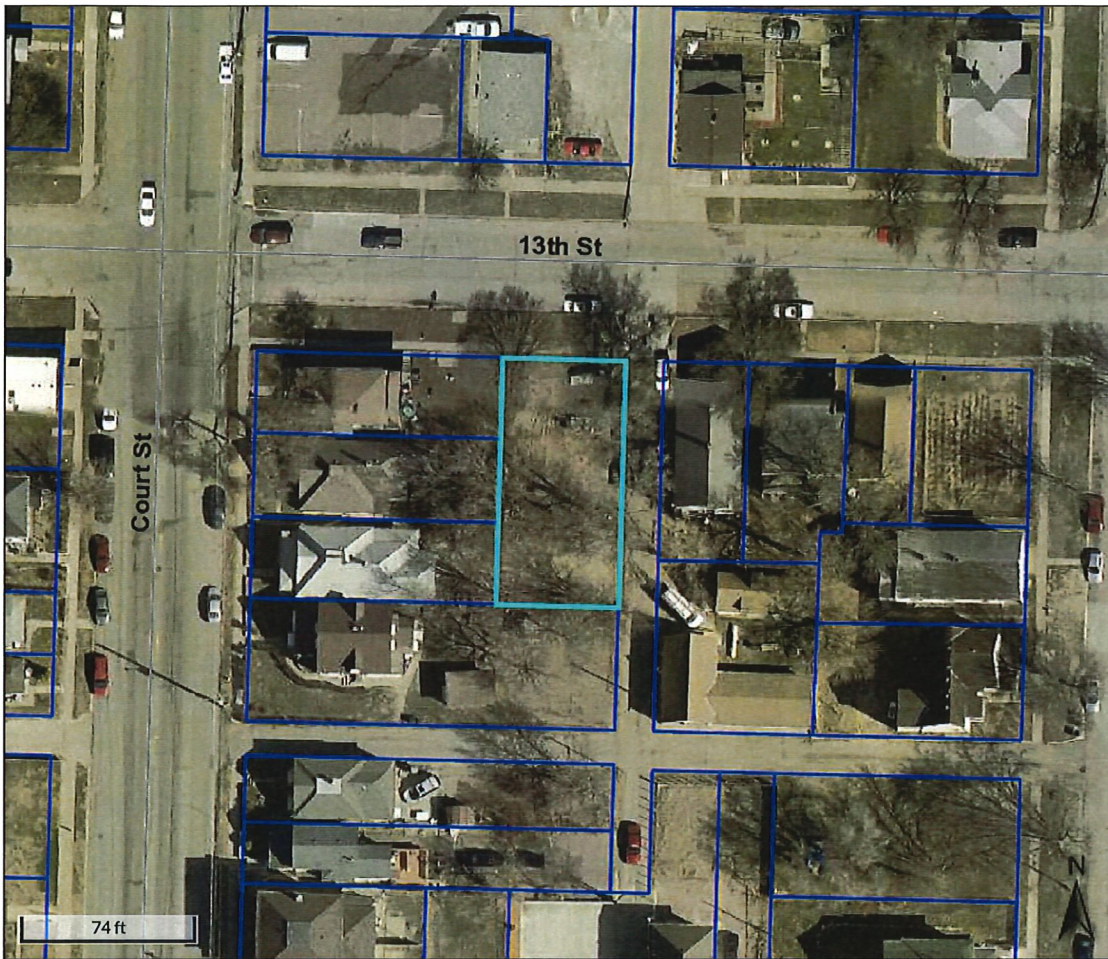
\*Cost of Services: \$195-

Inspection to: Matthew Ong Date: 3/24/17

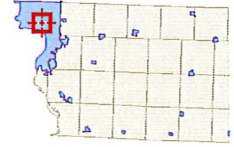
Minimum Bid Set by Supervisor: \$500 plus \$195 for cost of services. Total: \$695-

Date and Time Set for Auction: Tuesday, January 16th - @ 4:39

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



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

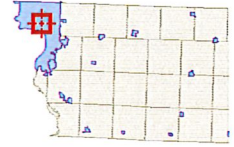
Parcel ID	894728229013	Alternate ID	32700	Owner Address	STARK STEFAN & STARK RICARDA
Sec/Twp/Rng	n/a	Class	R		307 E JEFFERSON ST
Property Address	1110 13TH ST	Acreage	n/a		ELK POINT SD 57025
	SIOUX CITY				
District	087				
Brief Tax Description	SIOUX CITY EAST E 50 FT LOTS 1-2 BLK 103				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 12/28/2017  
 Last Data Uploaded: 12/27/2017 11:12:59 PM

# Beacon™ Woodbury County, IA / Sioux City



### Overview




### Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	894728229013	Alternate ID	32700	Owner Address	STARK STEFAN & STARK RICARDA
Sec/Twp/Rng	n/a	Class	R		307 E JEFFERSON ST
Property Address	1110 13TH ST	Acreage	n/a		ELK POINT SD 57025
	SIOUX CITY				
District	087				
Brief Tax Description	SIOUX CITY EAST E 50 FT LOTS 1-2 BLK 103				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 12/28/2017  
 Last Data Uploaded: 12/27/2017 11:12:59 PM

 Developed by  
 The Schneider Corporation



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

#13a

Date: 1/10/2018

Weekly Agenda Date: 1/16/2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Master Control Security Electronics & Elevator Project- Bid Presentation

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Bids received for the Trosper Hoyt Master Control & Security Electronics & Elevator Project will be presented to the Board of Supervisors for review.

**BACKGROUND:**

12/19/2017- Board sets time to receive and open bids for the Trosper Hoyt Master Control & Elevator Project  
Board sets date for Public Hearing to take place January 16th, 2018 4:45 pm

12/05/2018- Board approved plans, specifications, and authority to seek bids for a re-designed project scope- Trosper Hoyt Master Control & Elevator Project.

9/5/2017- Board Receives Bids for Trosper Hoyt Security Electronics & Door Replacements; bids received exceeded cost estimates/ projections and a bid was not awarded due to project funding limitations.

7/25/2017- Board approves plans, specifications, and authority to receive bids for the Trosper Hoyt Security Electronics and Detention Door Replacement Project.

1/17/2017- Board approves Construction contract with Baker Group for Trosper Hoyt.

1/10/2017- Board approves design contract with Goldberg Group Architects for the Trosper Hoyt Security Electronics and Door Replacement Project.

**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:**

Return to Board of Supervisors with a recommendation at a later date.

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only

#11a

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

Date: 12/13/2017

Weekly Agenda Date: 12/19/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Master Control Security Electronics & Elevator project

**ACTION REQUIRED:**

Approve Ordinance       Approve Resolution       Approve Motion

Public Hearing       Other: Informational       Attachments

**EXECUTIVE SUMMARY:**

The Trosper Hoyt Juvenile Detention Master Control Security Electronics & Elevator Project documents didn't make the printer on time. We are requesting to change the bid date to January 16, 2018.

**BACKGROUND:**

On December 5, 2017, the Board of Supervisors approved the plans, specifications, and to seek competitive bids. The Board of Supervisors set the bid date of January 9th, 2018 at 3:00pm, in the first floor Board of Supervisors Office. The Board of Supervisors set a public hearing on January 9th at 4:45 pm during the Board of Supervisors meeting

On September 5th, 2017, Bids were received for the Trosper Hoyt Juvenile Detention Master Control and Doors Project.

On January 25th, 2017, the Board of Supervisors approved plans and specifications & authorized Building Services to seek project competitive bids.

On January 17th, 2017, the Board of Supervisors approved a Construction Contract with Baker Group.

On January 10th, 2017, the Board of Supervisors approved a design contract with GGA for the Trosper Hoyt Juvenile Detention Master Control and Doors Project.

**FINANCIAL IMPACT:**

Master Controls- 2017 CIP #C10-17 funds approved \$405,100.00  
Elevator Upgrades- 2018 CIP Amendment (March)

Actual costs to be determined through competitive bid process

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

Yes  No

**RECOMMENDATION:**

Building Services requests changing the bid date and public hearing date from January 9th, 2018 to January 16th, 2018 for the Trospen Hoyt Juvenile Detention Master Control Security Electronics and Elevator Project. This will allow contractors ample time to provide bids ultimately getting the County better pricing.

**ACTION REQUIRED / PROPOSED MOTION:**

1. Motion to receive and open the Trospen Hoyt Master Control Security Electronics and Elevator Project at 3:00 pm in the Board of Supervisors Office, 1st Floor Woodbury County Courthouse on January 16th, 2018.
2. Motion to set a Public Hearing for January 16th, 2018 at 4:45pm during the Board of Supervisors meeting.

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

Date: 11/29/2017

Weekly Agenda Date: 12/05/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Master Control Security Electronics & Elevator Project

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Trosper Hoyt Juvenile Detention Master Control Project scope and specifications have been redesigned for bidding purpose.

The original Master Controls and Doors Project bid included the detention doors.

Bid costs came in at \$552,905.00. Original Goldberg Group projected costs were \$455,100.

Synergies with an LEC project that did not move forward could no longer be realized on the door replacements.

Due to funding limitations and the need to upgrade elevators it was determined that a better course forward for the County would be to change the project scope to remove detention doors, and separate case-work as an alternate cost.

The Trosper Hoyt Elevators needing an upgrade would be included in the project to realize synergies attributed to the controls being upgraded in Master Control, and in the elevators simultaneously.

**BACKGROUND:**

On September 5th, 2017 Bids were received for the Trosper Hoyt Juvenile Detention Master Controls & Doors Project.

On July 25th, 2017 the Board of Supervisors approved plans and specification & authorized Building Services to seek project competitive bids.

On January 17th, 2017 the Board of Supervisors approved a Construction Contract with Baker Group.

On January 10th, 2017 the Board of Supervisors approved a design contract with Goldberg Group Architects for the Trosper Hoyt Juvenile Detention and Master Controls Project.

**FINANCIAL IMPACT:**

Master Controls- 2017 C.I.P #C10-17  
Elevators Upgrades- 2018 C.I.P. Amendment (March)

Actual costs to be determined through competitive bid process

Master Controls	\$300,000 (projected estimate)
Goldberg Group (Design)	\$66,000 (original project)
Baker Group	\$45,000 (15% of Projects Sum)
Elevators	\$300,000 (projected estimate)
Goldberg Group (Design)	\$28,600 (scope change)
Baker Group	\$45,000 (15% of Project Sum)

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

Yes  No

**RECOMMENDATION:**

Building Services Requests consideration and approval to seek competitive bids per scope of work and specifications for the Troser Hoyt Juvenile Detention Master Control Security Electronics and Elevator upgrades.

**ACTION REQUIRED / PROPOSED MOTION:**

1. Motion to approve plans, specifications, and to seek bids for the Troser Hoyt Master Control Security Electronics and Elevator Project
2. Motion to receive and open Troser Hoyt Master Control Security Electronics and Elevator Project at 3:00 pm in the Board of Supervisors Office, 1st Floor Woodbury County Courthouse.
3. Motion to set a Public Hearing on January 9th, at 4:45 pm during the Board of Supervisors meeting.

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

Date: 11/16/2017 Weekly Agenda Date: 11/28/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt- JD Master Control Security Electronics & Elevator Projects

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The scope for the projects has been modified to remove detention doors and allow case-work to be bid as an alternate cost.

**BACKGROUND:**

The projects have been adjusted in an attempt to provide the best value for the County's financial commitment considering the past project bids received came in above anticipated budgets. It has been determined that both elevators need to be upgraded and this would be a budget amendment to the 2018 CIP.

**FINANCIAL IMPACT:**

Information Only

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

Yes       No

**RECOMMENDATION:**

Building Services recommends altering the projects scope as described and to seek new project competitive bids.

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only-  
Building Services will return to the Board at a later date for consideration to approve the bid process.

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

#14c

Date: 8/30/2017

Weekly Agenda Date: 9/05/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

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

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

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

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

**BACKGROUND:**

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

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



**FINANCIAL IMPACT:**

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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:**

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

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

#13b

Date: 1/10/2017 Weekly Agenda Date: 1/16/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Master Control Security Electronics & Elevator Project- Public Hearing

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Pursuant to Iowa Code a Public Hearing shall be conducted.

**BACKGROUND:**

A Public Hearing for the Trosper Hoyt Master Control Security Electronics & Elevator Project was set for January 16, 2018 at 4:45 pm

**FINANCIAL IMPACT:**

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

Yes       No

**RECOMMENDATION:**

Conduct Public Haring at 4:45 pm

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to conduct a Public Hearing for the Trosper Hoyt Master Control Security Electronics & Elevator Project

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

#13c

Date: 1/11/2018 Weekly Agenda Date: 1/16/2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Law Enforcement Center- Project Identification

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

A list of LEC Projects has been formulated (attachment)

**BACKGROUND:**

January 9th, 2018- Board of Supervisors requests that Building Services identify a list of prioritized projects that could improve the facility and report back to the Board.

**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:**

Information Only

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only



Woodbury County Building Services  
401 8th Street  
Sioux City, IA. 51101  
Kenny Schmitz, Building Services Director  
[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)  
Office: 712-279-6539 Cell: 712-253-3745

January 12th, 2018

TO: Woodbury County Board of Supervisors

Subject: Law Enforcement Center Projects Assessment

An over-view of the LEC facility projects and components has been identified to establish a prioritized list of items that could lead to facility eventual improvement. The list provided below outlines these in limited detail. Associated costs are broad-based estimates similar to those which would be provided when estimating Capital Improvement Project allocations. Projects are listed in order of importance with the first Three commanding the most importance.

**1. Air Handling Unit #1 (Estimate \$200,000)**

AHU-1 is a main air handling unit that controls heating and cooling supply air to the first-floor office areas, and Judges Chambers. AHU one is original equipment and has reached what would be considered normal useful life expectancy. While this unit could not be replaced because of size, it could benefit from component replacement and some design configuration. Replacing existing squirrel-cage fan by sub-dividing compartment with two separate fans to increase air flow. Replace internal steam heating & water cooling coils increasing surface areas to address undersized velocity. Original plenum is of trident design and completed installation was less than desirable. Current configuration inhibits adequate or constant air distribution to each of the three main trunks being supplied. Motors and Variable Frequency Drives would also be replaced.

**2. Staff Break Room, IT Equipment Closet (WCICC), Kitchen Dry- Food Goods Supply Storage Room Floor (Estimate \$40,000)**

- a. Break Room 1<sup>st</sup> floor- Needed for Staff breaks. Could be located adjacent to dry food goods room (old conference room area).
- b. IT Equipment Closet- the existing IT closet is located in a first-floor electrical closet. Over the years equipment has been expanded and the current day result is inadequate space making it very difficult to meet code compliance in an area that was designed as an electrical room only.
- c. The current Kitchen dry-goods supply area should have outdated flooring (carpeting) replaced with tile flooring to afford proper and ease of cleaning.

**3. Detention Areas Combi-Unit Valves, 1<sup>st</sup> Floor Skylights (Estimate \$50,000)**

- a. Inmate Detention Combi-Units (Sink/ Toilet combination Units)- Current Metcraft Tempest-II flush valves are original equipment and repair parts are becoming obsolete. Failed valve parts are becoming a common problem and the valve bodies that retain the seats are becoming worn to the extent that replacement kits are not working well. A valve normally fails open causing continued water flow.
- b. Skylights located above the first-floor lobby are beginning to leak water into the interior space and will require re-glazing.



**4. Master Control Security Equipment Relocation, Detention Security System IT Room (Estimate \$225,000)**

- a. Master Control security equipment is over-crowded causing internal space temperatures to elevate beyond the capacity of room design. A portable air conditioner has previously been installed in an attempt to reduce temperature demands however struggles to do so, and the scenario is detrimental to equipment life expectancies. The Security equipment does not need to be held within the Master Control area in fact experts have commented that equipment in this location is less than an ideal situation since it poses a control risk potential to exist in the event of an inmate breach.
- b. Detention Security System IT Equipment Room- Designed and built to accommodate Master Control Security Equipment. Housed outside of the detention area affording access to detention security equipment at all times, even during an inmate breach of the Master Control Area. Room design would include adequate space and proper air conditioning design to house equipment in a temperature controlled environment.

**5. HVAC Controls & Valves (\$300,000)**

HVAC Controls and Valves are outdated and will continue to fail at a greater rate.

**6. Detention Master Control Security Software Systems (\$400,000)**

Security System Software is becoming dated – While this project is at the bottom of the list in priority cost reductions could be substantial if the project could be completed simultaneously with the Trospen Hoyt Juvenile Detention Master Control Project.

Respectfully,

Kenny Schmitz

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

#15a

Date: 01/11/2018 Weekly Agenda Date: 01/16/2018

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

**WORDING FOR AGENDA ITEM:**

Approve contract for Garretson Drainage Ditch Repair

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

A contract with Soil Solutions of Onawa, Iowa is being presented to the Board for approval to repair slides on the Garretson Drainage Ditch on 280th Street

**BACKGROUND:**

Plans were completed for the repair of the Garretson Ditch on 280th St. Quotes were taken on January 09, 2018 and the project was awarded to Soil Solutions of Onawa, Iowa.

**FINANCIAL IMPACT:**

This project is paid for with Secondary Road funds.

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

Yes       No

**RECOMMENDATION:**

I recommend that the Board approve the contract with Soil Solutions for the Garretson Drainage Ditch repair.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the contract for the Garretson Ditch repair with Soil Solutions for \$14,446.10.



WOODBURY COUNTY, IOWA
CONTRACT

Kind of Work Slide Repair

Project No. Garretson Drainage Ditch Repair County Woodbury

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

Onawa, IA, Contractor. WITNESSETH: That the Contractor, for and in consideration of

Fourteen Thousand Four Hundred and Fourty Six 10/100 (\$14,446.10)

payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Table with 5 columns: Item No., Item, Quantity, Unit Price, Amount. Includes items like Class 10 Channel, Class E Revetment, and Mobilization.

TOTAL BID \$14,446.10

Said specifications and plans are hereby made part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Engineer under the date of September 29, 2018

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

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project Garretson Drainage Ditch Repair in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before February 26, 2018

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

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

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

day of , 2018

Approved:

By Contractor: Soil Solutions

By Contracting Authority: Woodbury County Board Chairperson

Date

Date

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

#15b

Date: 01/11/2018 Weekly Agenda Date: 01/16/2018

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

**WORDING FOR AGENDA ITEM:**

Consider a resolution for classifying a segment of Pocahontas Avenue as Level C, Minimum Maintenance Road

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The county engineer has received a request from adjacent landowners for the reclassification of Pocahontas Avenue between 300th and Liston Blvd. as Level C Maintenance.

**BACKGROUND:**

The county has procedures under Ordinance No. 18 for the classification of roads to a lower maintenance standard. The level C classification also includes a provision in which access to the roadway is restricted to only adjacent landowners. Others accessing the road can be charged with criminal trespassing for entering the Level C roadway. A public hearing was held on January 9, 2018.

**FINANCIAL IMPACT:**

It cost the county approximately \$1200 for signing and gates to be installed on the road to restrict access as required by the ordinance.

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

Yes  No

**RECOMMENDATION:**

I recommend that the Board sign the resolution classifying a segment of Pocahontas Avenue from 300th St. to Liston Blvd. as Level C, Minimum Maintenance Road.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the resolution classifying a segment of Pocahontas Avenue from 300th St. to Liston Blvd. as Level C, Minimum Maintenance Road.



**RESOLUTION FOR REDUCED LEVEL OF MAINTENANCE TO AREA SERVICE “C”  
ROAD**

**Woodbury County Resolution No. \_\_\_\_\_**

WHEREAS, Woodbury County desires to classify certain roads on the area service system in the County to provide for a minimal level of maintenance and access by means of a gate or barrier; and

WHEREAS, the County, after consultation with the County Engineer, has the authority to specify certain roads within the County as Area Service “C” roads pursuant to Iowa Code Section 309.57; and

WHEREAS, the only persons who will have access rights to the roads shall be:

- (1) the owner, lessee, or person in lawful possession of any adjoining land,
- (2) the agent or employee of the owner, lessee or person in lawful possession of any adjoining land,
- (3) any peace officer,
- (4) any magistrate,
- (5) any public employee whose duty it is to supervise the use or perform maintenance of the road,
- (6) any agent or employee of any utility located upon the road.

WHEREAS, the minimal level of maintenance will be as follows:

1. Blading. Blading or dragging will not be performed on a regular basis.
2. Snow and Ice Removal. Snow and ice will not be removed, nor will the road surface be sanded or salted on a regular basis.
3. Signing. Except for load limit posting for bridges, signing shall not be continued or provided. ALL AREA SERVICE LEVEL C ROADS SHALL BE IDENTIFIED WITH A SIGN AT ALL POINTS OF ACCESS TO WARN THE PUBLIC OF THE LOWER LEVEL OF MAINTENANCE.
4. Weeds, Brush and Trees. Mowing or spraying weeds, cutting brush and tree removal will not be performed on a regular basis. Adequate sight distances will not be maintained.
5. Structures. Bridges and culverts may not be maintained to carry legal loads. Upon failure or loss, the replacement structure will be appropriate for the traffic thereon.
6. Road Surfacing. There will be no surfacing materials applied to Area Service System C Roads on a regular basis.

7. Shoulders. Shoulders will not be maintained on a regular basis.
8. Crown. A crown will not be maintained on a regular basis.
9. Repairs. There will be no road repair on a regular basis.
10. Uniform Width. Uniform width for the traveled portion of the road will not be maintained.
11. Inspections. Regular inspections will not be conducted.

THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY that this County does hereby establish the road described as an Area Service "C" road, with restricted access and a minimal level of maintenance.

A portion of Pocahontas Avenue. from 300<sup>th</sup> Street to Liston Boulevard.

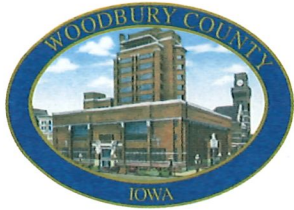
Resolution adopted this 16<sup>th</sup> day of January, 2018 .

Woodbury County Board of Supervisors

\_\_\_\_\_  
Board of Supervisors Chairperson

ATTEST:

\_\_\_\_\_  
Woodbury County Auditor



# Woodbury County Board of Supervisors

#16

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

January 16, 2018

Honorable Duane E. Hoffmeyer  
Woodbury County Courthouse  
620 Douglas Street  
Sioux City, Iowa 51101

Dear Chief Judge Hoffmeyer,

Pursuant to the Iowa Supreme Court's Supervisory Order dated December 19, 2017 captioned, "In the Matter of Courthouse Security," this letter shall serve as a written request to modify your previous weapons prohibition order. Please eliminate the weapons prohibition in the public areas of the Woodbury County Courthouse, upholding the ban for floors 2, 3, and 4, which are considered Court controlled areas.

Sincerely

Rocky De Witt  
Chairman  
Board of Supervisors

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

**#17**

Date: 01.11.2018 Weekly Agenda Date: 01.16.2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Sheriff Dave Drew

**WORDING FOR AGENDA ITEM:**

Set and publish public hearing date of Jan. 30, 2018 at 4:45 p.m. for County ordinance allowing the Woodbury County Sheriff's Office to waive residency requirements for Reserve Peace Officers.

**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 checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

Set and publish public hearing date for county ordinance allowing the Woodbury County Sheriff's Office to waive residency requirements for Reserve Peace Officers.

**BACKGROUND:**

Iowa Admin Code 501-10.100(1) allows Iowa counties that border other states have a county ordinance allowing out of state residents to become members of Iowa county Reserve Deputy programs. Woodbury County borders Nebraska and South Dakota and receives Reserve Deputy applications from qualified out of state residents. Our waiver allowing for out of state residents expires this spring.

**FINANCIAL IMPACT:**

None.

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

Yes  No

**RECOMMENDATION:**

Set and publish public hearing date for county ordinance allowing the Woodbury County Sheriff's Office to waive residency requirements for Reserve Peace Officers.

**ACTION REQUIRED / PROPOSED MOTION:**

Discussion and action on motion to set and publish public hearing date of January 30, 2018, at 4:45 p.m. for county ordinance allowing the Woodbury County Sheriff's Office to waive residency requirements for Reserve Peace Officers.

**WOODBURY COUNTY, IOWA**

ORDINANCE NO. \_\_\_\_\_

**TITLE:** An ordinance allowing the Woodbury County Sheriff’s Office to waive residency requirements for Reserve Peace Officers.

**WHEREAS** the Woodbury County Board of Supervisors finds that reserve peace officers are a vital part of the Woodbury County Sheriff’s Office

**WHEREAS** Woodbury County is uniquely located on the border with two states, with populated areas on each side of the border

**WHEREAS** many adjoining counties do not offer reserve peace officer programs

**WHEREAS** residents of these counties have expressed interest in serving their community through a reserve peace officer program.

**BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA:**

**SECTION 1.** The Woodbury County Sheriff’s Office is authorized to waive the residency requirement for reserve police officers on a case by case basis, as defined in Iowa Admin, Code § 501-10.100(1).

**SECTION 2.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 3.** Should any section, phrase or provision of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid or unconstitutional.

**SECTION 4.** This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

This Ordinance passed and approved by the Board of Supervisors of Woodbury County, Iowa, on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

First Hearing: \_\_\_\_\_

Second Hearing: \_\_\_\_\_

Third Hearing: \_\_\_\_\_

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Rocky De Witt, Chair

ATTEST:

\_\_\_\_\_  
Matthew Ung, Member

\_\_\_\_\_  
Patrick Gill, County Auditor

\_\_\_\_\_  
Marty Pottebaum, Member

\_\_\_\_\_  
Keith Radig, Member

\_\_\_\_\_  
Jeremy Taylor, Member

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

**#18**

Date: 01-11-18 Weekly Agenda Date: 01-16-18

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Rocky De Witt

**WORDING FOR AGENDA ITEM:**

Discussion and action on allowing vacation carryover for Dennis Butler.

**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:**

**BACKGROUND:**

Budget Analyst Dennis Butler is in jeopardy of losing vacation hours on his anniversary date of 1-17-18. He has been unable to utilize his vacation due to workload and his position responsibilities. The board does not normally extend vacation time past the anniversary date; however, the extenuating circumstances merit consideration.

**FINANCIAL IMPACT:**

0

**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 Dennis Butler be allowed to carryover the vacation hours over his maximum instead of losing the hours per the employee handbook.

**ACTION REQUIRED / PROPOSED MOTION:**

Move that Dennis Butler be allowed to carryover the additional hours of vacation on his anniversary date to utilize during his next anniversary year.