



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (JANUARY 8, 2019) (WEEK 2 OF 2019)

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

Agenda and Minutes available at: www.woodburycountyiowa.gov

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

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 8, 2019 at 2:15 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

AGENDA

2:30 p.m. 1. Update on Tax Rate Report – Dennis Butler Information
2. Budget Review Discussion for FY 2020 Page
a. Supervisors
1. Soil Conservation – Currently Funded thru LOST 50-53
2. Township Officers – Rural Basic 54
b. Conservation
1. Administration – General Basic 3-6
2. Parks – General Basic 7-10
3. Naturalist – General Basic 11-14
4. Nature Center – General Basic 15-18
5. REAP – Not-Tax Fund 19-20
6. Conservation Reserve – Not-Tax Fund 21-27
c. County Auditor
1. Recorder – General Basic 3-8
2. Auditor - General Basic 9-12
3. Elections – General Supplemental
a. Administration 13-16
b. General Primary Election 17-18
c. School Elections 19-20
d. City General Elections 21-22
e. City Primary Elections 23-24
4. Records Management – Not-Tax Fund 25-26
5. Recorders Electronic Fees – Not-Tax Fund 27

- d. **Emergency Services**
  - 1. Emergency Services – General Supplemental 3-8
  - 2. Animal Control – Rural Basic 9-10
  - 3. EMS Loan Fund – Non-Tax Fund 11-12
  - 4. EMA Training – Non-Tax Fund 13-14
  - 5. Emergency Paramedic Services – General Basic 15-16
- e. **WCICC – General Basic** 16-26

**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 8 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 2, 2019 meeting
- 6. Approval of claims
- 7. Board Administration – Karen James
  - a. Approval of lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension
  - b. Approval of resolution for a tax suspension for S.C.
- 8. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process

### End Consent Agenda

- 4:35 p.m.** 9. Opening of bids for County Farm Cash Lease located in Sections 14 & 23, Action  
(Set time) Township 88 N, Range 47 W, Woodbury Township
- 4:40 p.m.** 10. Opening of bids for County Farm Cash Lease located in Section 1, Township 88 N Action  
(Set time) Range 43 W, Kedron Township
- 11. Presentation of Award Certificate to Karla Polley Information
- 12. Approval of and presentation of proclamation for “Slavery and Human Trafficking Prevention and Awareness Month” Action
- 13. Board of Supervisors – Keith Radig
  - a. Approval of Chairman’s 2019 liaison and committee assignments Action
  - b. Shifting of project priority: Haskel Avenue Bridge to Merville Frontage Road Action
- 14. Reports on Committee Meetings Information
- 15. Citizen Concerns Information
- 16. Board Concerns Information

## ADJOURNMENT

*Subject to Additions/Deletions*

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### CALENDAR OF EVENTS

- TUES., JAN. 8**      **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., JAN. 9**      **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, Security Institute
- 11:15 a.m.** Decat Board Meeting, Juvenile Court Services
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 6:30 p.m.** E911 Service Board Meeting, Climbing Hill Disaster Services Class Room
- 8:00 p.m.** County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- THUR., JAN. 10**    **12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
- 4:30 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., JAN. 16**    **10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THUR., JAN. 17**    **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- TUES., JAN. 22**    **1:00 p.m.** Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
- THURS, JAN.24**    **11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- MONDAY, FEB. 4**    **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUESDAY, FEB. 5**    **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., FEB. 6**      **12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.

**The following Boards/Commission have vacancies:** Commission to Assess Damages - Category A, Category B, Category C and Category D; Siouxland District Health

**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 19*

Certified budget March 15, 2018

Woodbury County: County-Wide  
\$7.26 / \$1,000

-\$0.15

Woodbury County: Rural Unincorporated  
\$9.51 / \$1,000

-\$0.86

# *The Running Total: Current Tax Rates for FY 20*

Proposed January 1, 2019 Tax Rates\*

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

**+\$0.31**

Woodbury County: Rural Unincorporated  
\$10.01 / \$1,000

**+\$0.50**

*\*Total department budget requests including improvement items*

# *The Running Total: Current Tax Rates for FY 20*

After January 2, 2019 Adjustment

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

+\$0.26

-\$0.05

Woodbury County: Rural Unincorporated  
\$9.96 / \$1,000

+\$0.45

-\$0.05

Running Tally Report for Tax Askings  
Proposed FY 2020  
Updated - January 3, 2019

	Tax Askings					Total Tax Asking Increase or (Decrease)
	General Basic	General Supplemental	County Services (MH)	Debt Service	Rural Basic	
December 28, 2019 - Starting Position	1,888,852	283,125	739,730	(811,343)	340,429	2,440,793
<hr/>						
<b>Total Starting Tax Asking</b>	1,888,852	283,125	739,730	(811,343)	340,429	2,440,793
<b>Changes:</b>						
Dept. of Human Services - Rev. Increase	(40,000)					
Public Bidder	(1,000)					
Board Expense	(1,000)					
Board Administration	(2,000)					
Juvenile Attorney Fees		(70,000)				
Reduction in tax asking			(93,373)			
<b>January 2, 2019</b>	(44,000)	(70,000)	(93,373)	0	0	(207,373)
						0
						0
Subtotal	1,844,852	213,125	646,357	(811,343)	340,429	2,233,420
<b>January 8, 2019</b>						0
						0
						0
						0
	0	0	0	0	0	0

**Proposed Tax Asking After Adjustments by Review Date**  
**FY 20**

<b><u>County Tax Fund</u></b>	<b>FY 20 Proposed Tax Asking by Fund</b>	<b><u>1/2/2019</u></b>	<b><u>1/8/2019</u></b>	<b><u>1/15/2019</u></b>	<b><u>1/22/2019</u></b>	<b><u>1/29/2019</u></b>	<b><u>2/5/2019</u></b>	<b><u>2/12/2019</u></b>	<b><u>2/19/2019</u></b>	<b>Proposed Final Total</b>	<b>Difference</b>
General Basic	18,029,259	(44,000)								17,985,259	(44,000)
General Supplemental	11,887,821	(70,000)								11,817,821	(70,000)
County Services	3,060,060	(93,373)								2,966,687	(93,373)
Debt Service	971,474									971,474	0
Rural Basic Services	3,107,594									3,107,594	0
<b>Total</b>	<b>37,056,208</b>	<b>(207,373)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,848,835</b>	<b>(207,373)</b>



Running Tax Rate & Tax Asling Changes - FY20

Fund	Tax Rates			Tax Askings		
	Current Tax Rates FY 19	Proposed Starting Tax Rates FY 20	Proposed Tax Rate as of 1-3-19	Current Tax Askings FY19	Proposed Tax Askings FY 20 1-1-20	Proposed Tax Askings as of 1-3-19
General Basic	<b>3.69591</b>	4.03169	4.02185	<b>16,140,407</b>	18,029,259	17,985,259
General Supplemental	<b>2.65730</b>	2.65835	2.64269	<b>11,604,696</b>	11,887,821	11,817,821
County Service (Region)	<b>0.53132</b>	0.68429	0.66341	<b>2,320,330</b>	3,060,060	2,966,687
Debt Service	<b>0.37716</b>	<u>0.20098</u>	<u>0.20098</u>	<b>1,782,817</b>	<u>971,474</u>	<u>971,474</u>
Subtotal County Wide	<b>7.26169</b>	7.57531	7.52893	<b>31,848,250</b>	33,948,614	33,741,241
Rural Basic	<b>2.24345</b>	<u>2.43494</u>	<u>2.43494</u>	<b>2,767,165</b>	<u>3,107,594</u>	<u>3,107,594</u>
Total Townships Only	<b>9.50514</b>	10.01025	9.96387	<b>34,615,415</b>	37,056,208	36,848,835

**JANUARY 2, 2019, FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Wednesday, January 2, 2019 at 1:00 p.m. Board members present were Ung, De Witt, Radig, Taylor, and Pottebaum. Staff members present were Heather Satterwhite, Executive Secretary, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Resources Director, Dennis Butler, Budget/Tax Analyst, and Patrick Gill, Auditor/Clerk to the Board.

1. Motion by De Witt second by Taylor to go into closed session per Iowa Code Section 21.5(1)(c). Carried 4-0 on a roll-call vote; Radig was absent.

Motion by De Witt second by Pottebaum to go out of closed session per Iowa Code Section 21.5(a)(c). Carried 4-0 on a roll-call vote; Radig was absent.

Motion by Pottebaum second by Ung to approve the recommendation of the County Attorney to hire outside counsel to represent the county in regard to claim brought against the county by Ed Gilliland. Carried 4-0, Radig was absent.

2. Motion by De Witt second by Pottebaum to go into closed session per Iowa Code Section 21.5(1)(c). Carried 4-0 on a roll-call vote; Radig was absent.

Motion by De Witt second by Taylor to go out of closed session per Iowa Code Section 21.5(1)(c). Carried 4-0 on a roll-call vote; Radig was absent.

3. State of the Budget presentation by Dennis Butler. Copy filed.

- 4a. Motion by De Witt second by Taylor to receive the General Relief administration budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to reduce the utilities line item by \$5,000.00 and increase the funeral services line item by \$5,000.00 in the General Relief assistance budget. Carried 5-0.

Motion by Radig second by Taylor to receive the General Relief assistance budget with the approved changes. Carried 5-0.

- 4b. Motion by Taylor second by Ung to receive the Department of Human Services revenue projection at \$300,000.00. Carried 5-0.

Motion by Ung second by Taylor to receive the Department of Human Services budget as submitted. Carried 5-0.

- 4c. Motion by Taylor second by Radig to receive the County Supervisors Solid Waste budget as submitted. Carried 5-0.

Motion by Radig second by Taylor to receive the County Supervisors Refunds budget as submitted. Carried 5-0.

Motion by Taylor second by De Witt to defer on the County Supervisors Medical Examiner budget as submitted. Carried 5-0.

Motion by Taylor second by De Witt to defer the County Supervisors Soil Conservation budget as submitted. Carried.

Motion by Taylor second by Ung to receive the County Supervisors Public Bidder budget reduced by \$1,000.00. Carried 5-0.

Motion by De Witt second by Radig to receive the County Supervisors Mail Services budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the County Supervisors District Court Operations budget as submitted. Carried 5-0.

Motion by Taylor second by Radig to receive the County Supervisors Court Appointment Juvenile budget reduced by \$70,000.00. Carried 5-0.

Motion by De Witt second by Radig to receive the County Supervisors Risk Management budget as submitted. Carried 5-0.

Motion by Taylor second by Pottebaum to receive the County Supervisors Expense budget reduced by \$1,000.00. Carried 5-0.

Motion by Taylor second by De Witt to receive the County Supervisors Board administration budget reduced by \$2,000.00. Carried 5-0.

Motion by Radig second by Taylor to receive the County Supervisors Sheriff Training Center budget as submitted. Carried 5-0.

Motion by Pottebaum second by Taylor to defer on the County Supervisors Starcomm Program budget as submitted. Carried 5-0.

4d. Motion by Taylor second by Radig to receive the County Library budget as submitted. Carried 5-0.

4e. Motion by Pottebaum second by Radig to receive the Motor Vehicle budget as submitted. Carried 5-0.

Motion by Radig second by Pottebaum to receive the Tax Department budget as submitted. Carried 5-0.

4f. Motion by Taylor second by Ung to receive the Civil Service budget as submitted. Carried 5-0.

4g. Motion by Radig second by De Witt to receive the County Supervisors Emergency Management budget as submitted. Carried 5-0.

4h. Motion by Taylor second by De Witt to receive the Human Resources budget as submitted. Carried 5-0.

5a. The Oath of Office was administered to Jeremy Taylor, Board of Supervisors, by Chief District Court Judge Duane E. Hoffmeyer.

5b. The Oath of Office was administered to Matthew Ung, Board of Supervisors, by Chief District Court Judge Duane E. Hoffmeyer.

5c. The Oath of Office was administered to PJ Jennings, County Attorney, by Chief District Court Judge Duane E. Hoffmeyer.

5d. The Oath of Office was administered to Michael Clayton, County Treasurer, by Chief District Court Judge Duane E. Hoffmeyer.

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

7. Motion by Radig second by Taylor to approve the adoption of current Board of Supervisors Bylaws. Carried 5-0. Copy filed.

8. Motion by Taylor second by Pottebaum to approve as temporary Chairperson De Witt to preside over Election of Chairperson. Carried 5-0.

9. Motion by De Witt second by Taylor to appoint Supervisor Radig as Chairperson for the 2019 session. Carried 5-0.

10. Motion by Radig second by De Witt to appoint Supervisor Taylor as Vice-Chairperson. Carried 5-0.

11. There were no citizen concerns.

12. Motion by Radig second by Taylor to approve the agenda for January 2, 2019. Carried 5-0. Copy filed.

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

13. To approve minutes of the December 26, 2018 meeting. Copy filed.
14. To approve the claims totaling \$175,732.62. Copy filed.
- 15a. To approve the appointment of County Engineer, Mark Nahra. Copy filed.
- 15b. To approve the appointment of County Medical Examiner, Dr. Julie Breiner. Copy filed.
- 15c. To approve the appointment of Jered Jepsen as County Weed Commissioner. Copy filed.
- 15d. To approve The Sioux City Journal, The Sergeant Bluff Advocate, and the Merville Record as the County's official newspapers. Copy filed.
- 15e. To approve appointment of Marty Pottebaum to the Third Judicial Department of Correctional Services. Copy filed.
- 16a. To approve the appointment of Cindy Bennet, 2501 Apache Dr., Sioux City, to the Woodbury Conservation Board. Copy filed.
- 16b. To approve the appointment of Rod Earleywine, 1019 Coffie Farm Rd., to the Siouxland District Board of Health. Copy filed.
- 16c. To approve the appointment of Leo Jochum, 1691 250<sup>th</sup> St., Salix, and Thomas Ullrich, 819 Brown St., Sloan, to the Commission to Assess Damages Category A-Owner/operators of Agricultural property.; Bob Batcheller, PO Box 3311, Sioux City, Rugh Groth, 302 North Cauley Ave., Anthon, and Kathleen Fenceroy, 323 Oakland, Sioux City, Commission to Assess Damages Category B-Owners of City Property.; Coleen Baker, 3422 Jackson St., Sioux City, Anita Small, 4629 46<sup>t</sup> St., Sioux City, Nancy Henry CRS, P.O. Box 2484, Sioux City, and Tori Jackson, 103 Virginia St., Sioux City, to the Commission to Assess Damages Category C-Licensed Real Estate Salesman or Real Estate Broker.; and Patrick Curry, 502 Huntington Court, Sergeant Bluff, Linda Mathison, 5008 Ravine Park Lane, Sioux City, and Doug Lehman, P.O. Box 1381, Sioux City, to the Commission to Assess Damages Category D – Persons Having Knowledge of Property Values in the County by Reason of their Occupation. Copy filed.
17. To approve the authorization of the Chairman to sign property and casualty policies with One Beacon and Travelers Insurance for calendar year 2019. Copy filed.
- 18a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894729177013, 423 Myrtle St.

**RESOLUTION #12,797**  
**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 Four (4) in Block Fourteen (14), Tredway's Addition, City of Sioux City, Woodbury County, Iowa  
(423 Myrtle 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 **15<sup>th</sup> Day of January, 2019 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 **15<sup>th</sup> Day of January, 2019**, 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 \$220.00** plus recording fees.

Dated this 2<sup>nd</sup> Day of January, 2019.  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 18b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894721451009, 836 17<sup>th</sup> St.

**RESOLUTION #12,798  
 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 Nine (9), except West Two Hundred Fifty (W 250) feet thereof, and the East Ten (E 10) feet of West Two Hundred Fifty (W 250) feet thereof, in Block Two (2), Kirk's Addition to Sioux City, in the County of Woodbury and State of Iowa (836 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 **15<sup>th</sup> Day of January, 2019 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 on the **15<sup>th</sup> Day of January, 2019**, immediately following the closing of the public hearing to the **City of Sioux City only per Code of Iowa 331.361(2)**.
- 3. That said Board proposes to sell the said real estate to the **City of Sioux City only for consideration of \$227.00 plus recording fees.**

Dated this 2<sup>nd</sup> Day of January, 2019  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 19a. To approve and authorize the Chairperson to sign a Resolution authorizing the County Engineer to close any Secondary Road for the purpose of construction, routine maintenance, or emergencies during 2019.

**RESOLUTION #12,799  
 RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO CLOSE ANY  
 SECONDARY ROAD FOR THE PURPOSE OF CONSTRUCTION, ROUTINE  
 MAINTENANCE, OR EMERGENCIES DURING 2019**

WHEREAS, the Woodbury County Board of Supervisors is concerned about traffic safety involved during construction and maintenance work or during natural or traffic emergencies on the secondary road system, and

WHEREAS, they are further interested in making appropriate traffic accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations, and

WHEREAS, the Board of Supervisors under section 306.41 of the Code of Iowa can delegate the authority to temporarily closure of roads to the County Engineer,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors give Mark J. Nahra, Woodbury County Engineer the authority to temporarily close sections of highway in Woodbury County's road system when necessary because of construction, maintenance, emergencies, or natural disaster.

DATED this 2<sup>nd</sup> day of January, 2019.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 19b. To approve and authorize the Chairperson to sign a Resolution authorizing the County Engineer to execute certification of completion of work on federal aid, state aid, and farm to market construction during 2019.

**RESOLUTION #12,800**  
**RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO EXECUTE**  
**CERTIFICATION OF COMPLETION OF WORK ON FEDERAL AID, STATE AID, AND**  
**FARM TO MARKET CONSTRUCTION DURING 2019**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that Mark J. Nahra, the County Engineer of Woodbury County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and federal or state aid construction projects in this county.

Dated at Sioux City, Iowa, this 2<sup>nd</sup> day of January, 2019.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

Carried 5-0.

- 20. Jeremy Taylor presented information on Rolling Hills Region Government Board meeting and introduced Dawn Mit, Chief Operating Officer, of the Rolling Hills Mental Health Region. Copy filed.
- 21. The Board heard reports on committee meetings.
- 22. There were no citizen concerns.
- 23. Board concerns were heard.

The Board adjourned the regular meeting until January 8, 2019.

Meeting sign in sheet. Copy filed.

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

Date: 1/3/19

Weekly Agenda Date: 1/8/19

**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, IOWA  
BOARD ADMINISTRATION  
MEMORANDUM**

**TO:** Board of Supervisors  
**FROM:** Karen James, Board Administrative Assistant  
**RE:** Consideration of a Petition for a Tax Suspension  
**DATE:** January 3, 2019

Please consider this request for a tax suspension for S.C. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 8, 2019

\* PERSONNEL ACTION CODE:

- A- Appointment
- T - Transfer
- P - Promotion
- D - Demotion
- R-Reclassification
- E- End of Probation
- S - Separation
- O - Other

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
De Witt, Rocky	Board of Supervisors	1-02-19	Board Member	\$34,062.65/year	-19%=- -\$6,491.75/yr	O	From Board Chairman to Board Member.
Radig, Keith	Board of Supervisors	1-02-19	Board Chairman	\$40,554.40/year	19%= \$6,491.75/yr	O	From Board Vice Chair to Board Chairman.
Taylor, Jeremy	Board of Supervisors	1-02-19	Board Vice Chair	\$34,062.65/year	0%	O	From Board Member to Board Vice Chair.
Karrer, Theodore	Building Services	1-15-19	Custodian	\$18.69/hour	3.5%=\$.64/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 1/Step 5.

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

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

**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 8, 2019

For the January 8, 2019 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. Board of Supervisors, Board Chairman to Board Member.
2. Board of Supervisors, Board Vice Chair to Board Chairman.
3. Board of Supervisors, Board Member to Board Vice Chair.
4. Building Services Custodian, from Grade 3/Step 3, to Grade 1/Step 5.

Thank you

HUMAN RESOURCES DEPARTMENT

#8b

WOODBURY COUNTY, IOWA

DATE: January 8, 2019

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$19.28/hour		
County Sheriff	P/T Courthouse Safety & Security Officer	Wage Plan comparability with AFSCME Courthouse: \$16.43- \$18.05/hour		
	*Please see attached memos.			

\_\_\_\_\_  
Chairman, Board of Supervisors



## Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

02 January 2019

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, January 09th, 2019. We request this be placed on the agenda for the Tuesday, January 08th, 2019, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink that reads "David Drew".

Dave Drew, Sheriff

Cc: file



## Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

02 Jan 2019

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to hire a Courthouse Security Officer. We request this be placed on the agenda for the Tuesday, January 8, 2019 Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink that reads "David Drew".

Dave Drew, Sheriff

Cc: file

## 203.5 ACRES FARM CASH LEASE

Available for 2019 and 2020 crop years, 203.5 acres of tillable land for cash lease. Woodbury County farm located in Sections 14 & 23, Township 88 N, Range 47 W, Woodbury Township, North & South of County road 982, located in the Southwest Quarter of Section 14, Township 88 Range 47. **ONLY SEALED BIDS** will be received. Bids **SHALL** be turned in to the Board of Supervisors Office, County Courthouse Room 104, 620 Douglas Street, Sioux City, IA by 4:30 p.m., January 7, 2019. Bids will be opened at the Board of Supervisors' regular meeting on January 8, 2019 at 4:35 p.m. Lease will terminate on December 1, 2020. Further terms announced day of bid opening. Additional information, call Board Administration Office, 712-279-6525.

#10

## 41 ACRES FARM CASH LEASE

Available for 2019 and 2020 crop year, approximately 41 acres of tillable land for cash lease. Woodbury County farm located in Sections 1, Township 88 N, Range 43 W, Kedron Township, Southeast of Iowa Highway 31. **ONLY SEALED BIDS** will be received. Bids **SHALL** be turned in to the Board of Supervisors Office, County Courthouse Room 104, 620 Douglas Street, Sioux City, IA by 4:30 p.m., January 7, 2019. Bids will be opened at the Board of Supervisors' regular meeting on January 8, 2019 at 4:40 p.m. Lease will terminate on December 1, 2020. Further terms announced day of bid opening. Additional information, call Mark J. Nahra, Woodbury County Engineer, 712-873-3215.



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

Date: 1-03-19 Weekly Agenda Date: 1-08-19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas

**WORDING FOR AGENDA ITEM:**

Presentation of Award Certificate to Karla Polley

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Presentation of Award Certificate for 4 hours of Paid Time Off to Karla Polley.

**BACKGROUND:**

On 6-16-15 the Board of Supervisors approved the participation of Woodbury County employees in the City of Sioux City Blood Drives and to provide the same incentive of four hours of paid time off to employees who reach gallon milestones. Recipients of this award have been kind enough to donate to the blood bank for the benefit of others.

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:**

**CERTIFICATE OF AWARD**  
**FOUR (4) HOURS OF PAID TIME OFF**  
**AWARDED TO**  
**KARLA POLLEY**

**FOR THE GENEROUS DONATION OF 7 GALLONS TO THE LIFESERVE BLOOD CENTER  
(TIME OFF MUST BE REDEEMED WITHIN SIX MONTHS FROM THE DATE BELOW)**

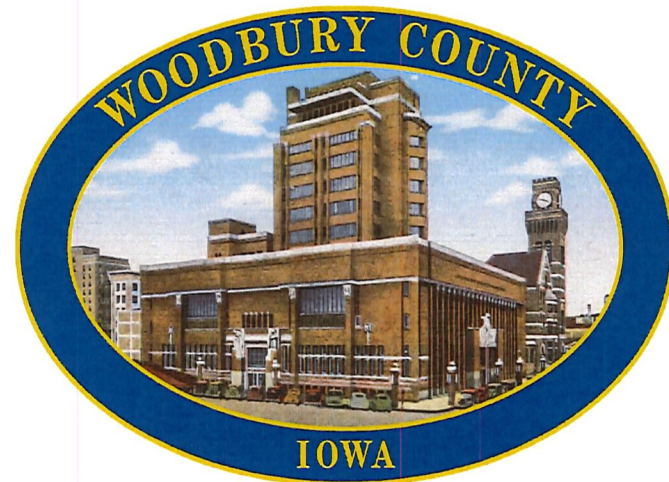
*Keith Radig*, Board of Supervisors, Chairman

*Rocky De Witt*, Board of Supervisors

*Marty Pottebaum*, Board of Supervisors

*Jeremy Taylor*, Board of Supervisors

*Matthew Ung*, Board of Supervisors



*January 8, 2019*

WOODBURY COUNTY, IOWA

RESOLUTION NO. \_\_\_\_\_

**PROCLAMATION**

**WHEREAS,** *the United States was founded upon the principle that all people are created with the unalienable right to freedom, and added the 13<sup>th</sup> amendment to the Constitution making slavery illegal; and*

**WHEREAS,** *slavery within the United States today is most often found in the form of forced labor and sex trafficking, which weakens our social fabric, increases violence and organized crime, and debases our humanity; and*

**WHEREAS,** *this problem is found even within our community; and*

**WHEREAS,** *every business, community organization, faith community, family and individual can make a difference by choosing products that are not made by forced labor; by working to protect our young people from sexual exploitation; by addressing the problems of internet sex trafficking and pornography; and by becoming more aware of the problem and possible solutions.*

**NOW, THEREFORE, Woodbury County Board of Supervisors, do hereby**  
*proclaim the month of January, 2019 as*

**“SLAVERY AND HUMAN TRAFFICKING PREVENTION  
AND AWARENESS MONTH”**

*in Woodbury County, Iowa and urge all citizens to become more familiar with the problem and to work towards solutions.*

\_\_\_\_\_  
Keith W. Radig, Chairman

\_\_\_\_\_  
Matthew A. Ung, Supervisor

\_\_\_\_\_  
Rocky L. De Witt, Supervisor

\_\_\_\_\_  
Jeremy J. Taylor, Supervisor

\_\_\_\_\_  
Marty Pottebaum, Supervisor

**WOODBURY COUNTY BOARD OF SUPERVISORS ASSIGNMENTS 2019**

Chairman Keith Radig, Vice-Chairman Jeremy Taylor  
Supervisors Rocky De Witt, Marty Pottebaum, Matthew Ung

*Liaisons act as a two-way conduit of information both to implement board policy and to keep the board informed concerning each department. While each supervisor is assumed to have an “open door policy,” the proper procedure for dealing with concerns is to channel them through the appropriate supervisor. In this way, supervisors can divide their time and focus most productively.*

**Department & Liaison Assignments**

Building Services	Taylor
Conservation	Pottebaum
Court Administration	Ung
Department of Human Services	Taylor
Department Head Meetings	Chair (Radig), Vice-Chair (Taylor)
Emergency Services	De Witt
Human Resources	Radig***
Juvenile Court Services	Taylor
Juvenile Detention	De Witt, Taylor
Planning and Zoning	De Witt, Pottebaum
Rural Economic Development*	Radig, Ung
Secondary Roads	De Witt, Pottebaum
Veterans Affairs	De Witt
Sioux Rivers Region**	Radig, Ung
Rolling Hills Region**	Taylor
Siouxland District Health	Taylor
Union Relations	Radig

*\*Will work with The Siouxland Initiative and Siouxland Chamber of Commerce*

*\*\*As statutory members of the MH region, it is expected that these supervisors keep informed and involved in any related committees, including the Hospitalization and Programs committees, Citizens Advisory Board—Cherokee MHI, Criminal Justice Committee, and the Tri-View facility.*

*\*\*\*Best looking Supervisor*

**Special Project Committees**

Long Term Facility Planning	Radig, Taylor
Energy Planning	Taylor
Ag Expo	Taylor, Ung

## County Boards, Commissions, and Committees

### **BY IOWA CODE**

Board of Adjustment	Pottebaum
Conservation Board	Pottebaum
DECAT	Taylor
E911 Board	De Witt
Emergency Management Commission	De Witt (Alternate: Ung)
Soil and Water Conservation District	Pottebaum
Third Judicial Department of Corrections	Pottebaum
Zoning Commission	De Witt, Pottebaum

### **BY AGREEMENT**

Community Action Agency	De Witt
Siouxland Economic Development Corporation	Radig
STARCOMM	De Witt

### **CHAPTER 28E**

Area Solid Waste Board (Landfill)	Pottebaum
Hazardous Materials Commission	De Witt
Hungry Canyons Alliance	De Witt, Pottebaum
Loess Hills Alliance	De Witt (Alternate: Ung)
Loess Hills DCA	De Witt (Alternate: Ung)
Loess Hills Scenic Byway	De Witt (Alternate: Ung)
Regional Workforce Investment Board	Radig
Security Institute Commission	De Witt, Ung
SIMPCO	
Comprehensive Economic Development	Radig, Ung
Housing Trust Fund	Ung
Metropolitan Planning Organization Policy	Radig
Rural Planning Association	Radig
Finance Committee	Radig
Legislative Committee	Ung
Siouxland Regional Transit System	Radig
Siouxland District Board of Health	Taylor
SHIP	Radig
WCICC	Pottebaum, Ung
Western Iowa Tourism	Pottebaum, Ung

### **SPECIAL PURPOSE**

Courthouse Advisory Committee for Historical Preservation	Ung, Taylor
Health and Wellness Committee	Taylor
Law Enforcement Expansion/Prairie Hills	Taylor, Ung
Policy Review Committee	Radig, Ung
Safety & Security Committee	Taylor, Ung

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

#13b

Date: 12/18/18 Weekly Agenda Date: 1/8/19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor Keith Radig

**WORDING FOR AGENDA ITEM:**

Shifting of project priority: Haskell Avenue Bridge to Merville Frontage Road

**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:**

Delete the Haskell Avenue Bridge from the current list of projects, freeing up \$700,000 in estimated cost. Shifting \$500,000 to another bridge and \$200,000 to the Frontage Road project.

**BACKGROUND:**

Previously, the board had approved the Haskell Avenue Bridge project. A meeting was held in Merville on November 30th to discuss the priority for Merville. Frontage Road is currently a county road and we would like to turn it over to Merville.

**FINANCIAL IMPACT:**

Mostly a shifting of funds. Although there is a request to agree to county participation in the \$350,000 range for Frontage Road. So it was discussed to use \$75,000 from LOST funds from FY 2020 and FY 2021.

**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:**

For the board to postpone, possibly indefinitely, the Haskell Avenue Bridge. To allow the engineer to prioritize a \$500,000 bridge project in its place. To use \$200,000 secondary road funds toward Merville Frontage Road and \$150,000 from LOST funds over the next two years towards the Merville Frontage Road.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to direct the engineer to shift funds from the Haskell Avenue Bridge project to his recommended bridge project (\$500,000) and to Merville Frontage Road (\$200,000). To allocate \$150,000 from LOST to the Merville Frontage Road.



# Woodbury County Sheriff's Office

DAVID A. DREW, SHERIFF

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

LEC 24 HOUR DAILY COUNT

<u>DATE</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>JUVENILE</u>	<u>FEDERAL PRISONERS</u>	<u>RELEASED</u>
12/1/18	212	188	23	1	11	21
12/2/18	219	195	23	1	14	9
12/3/18	213	189	23	1	14	13
12/4/18	217	195	22	0	12	20
12/5/18	217	195	22	0	12	24
12/6/18	201	181	20	0	14	31
12/7/18	195	176	19	0	17	16
12/8/18	205	186	19	0	17	13
12/9/18	210	191	19	0	17	12
12/10/18	215	196	19	0	17	5
12/11/18	221	204	17	0	17	18
12/12/18	221	205	16	0	15	17
12/13/18	221	205	16	0	14	28
12/14/18	212	197	15	0	8	21
12/15/18	206	192	14	0	8	21
12/16/18	202	188	14	0	8	13
12/17/18	210	196	14	0	8	7
12/18/18	197	188	9	0	12	29
12/19/18	202	194	8	0	12	15
12/20/18	188	181	7	0	11	26
12/21/18	185	179	6	0	10	19
12/22/18	186	181	5	0	10	22
12/23/18	186	181	5	0	10	17
12/24/18	181	176	5	0	10	16
12/25/18	184	179	5	0	10	12
12/26/18	187	182	5	0	12	9
12/27/18	179	175	4	0	10	22
12/28/18	185	181	4	0	13	7
12/29/18	184	180	4	0	13	17
12/30/18	184	180	4	0	13	10
12/31/18	186	182	4	0	13	10

**6211      5818      390      3      382      520**

<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>
209	174	35
204	168	36
202	164	38
215	171	44
219	174	45
212	173	39
192	159	33
199	161	38
203	160	43
201	163	38
222	178	44
222	176	46
233	196	37
218	177	41
213	171	42
201	159	42
203	164	39
217	174	43
209	172	37
207	175	32
198	165	33
203	171	32
198	165	33
192	157	35
191	160	31
191	160	31
197	153	44
188	155	33
197	163	34
190	160	30
192	163	29

**6338      5181      1157**

\*Highest population count each day

LEC TOTAL AVG:	<b>204</b>
TOTAL INMATE AVG:	<b>217</b>