



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (AUGUST 13, 2019) (WEEK 33 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 333-1714 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 August 13, 2019 at **4:30 p.m.** in the basement of the courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

AGENDA

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

- | | |
|---------------------------|-------------|
| 1. Citizen Concerns | Information |
| 2. Approval of the agenda | Action |

Consent Agenda

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

3. Approval of the minutes of the August 6, 2019 meeting
4. Approval of claims
5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Presentation of Award Certificate to Bryan Maron

6. Board Administration – Karen James
 - a. Approval of resolution for a tax suspension for B.T.
 - b. Approval of resolution for a tax suspension for D.L.

7. County Sheriff – Dave Drew

Approval of 2019 Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa for the Local Edward Bryne Memorial Justice Assistance Grant Program award

8. Secondary Roads – Mark Nahra
 - a. Approve the permit to work in the right of way for Long Lines
 - b. Approve the permit to work in the right of way for Todd Rand

End Consent Agenda

- 4:45 p.m.** (Set time)
9. Building Services – Kenny Schmitz
Public hearing on Trosper-Hoyt Juvenile Detention Kitchen Project Action

 10. Juvenile Detention – Ryan Weber & Dianne McTeer
Approval of 2019-2020 food service contract with Summit Managed Food Service Action

 11. Secondary Roads – Mark Nahra
 - a. Receive and consider bids for calcium chloride for FY 2020 Action
 - b. Receive and consider bids for propane for heating county buildings for FY 2020 Action

 12. County Auditor – Patrick Gill
Approve the use of \$73,136.55 from CIP funds to purchase voting booths and modems for election night returns Action

 13. Board of Supervisors – Jeremy Taylor
Approval of Sioux City Symphony use of the courthouse rotunda Action

 14. Board of Supervisors – Keith Radig
Approval of letter of support for the designation of proposed U.S. Bicycle Route 55 (USBR 55) through Woodbury County Action

 15. Reports on Committee Meetings Information

 16. Citizen Concerns Information

 17. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- WED., AUGUST 14** **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
 1:30 p.m. Rolling Hills Community Services Region Meeting, Holstein, Iowa
- WED., AUGUST 21** **10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
 12:00 p.m. Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THUR., AUGUST 22** **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- MON., AUGUST 26** **6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- THUR., AUGUST 29** **11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- TUES., SEPT. 3** **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., SEPT. 4** **9:00 a.m.** Loess Hills Alliance Stewardship Committee Meeting, Pisgah, Iowa
 10:30 a.m. Loess Hills Alliance Executive Board Meeting
 12:00 p.m. District Board of Health Meeting, 1014 Nebraska St.
 1:00 p.m. Loess Hills Alliance Full Board Meeting
- THUR., SEPT. 5** **10:00 a.m.** COAD Meeting, The Security Institute
- WED., SEPT. 11** **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
 6:30 p.m. 911 Service Board Meeting, Public Safety Center, Climbing Hill
 8:00 p.m. County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- THUR., SEPT. 12** **12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
 4:30 p.m. Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

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

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

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

AUGUST 6, 2019, THIRTY-SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 6, 2019 at 4:30 p.m. Board members present were Ung, Radig, Pottebaum, De Witt, and Taylor. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Dennis Butler, Budget/Tax Analyst, Joshua Widman, Assistant County Attorney and Patrick Gill, Auditor/Clerk to the Board.

The regular meeting was called to order at 4:30 p.m. with the Pledge of Allegiance to the Flag and a Moment of Silence.

- 1. There were no citizen concerns.
- 2. Motion by Radig second by Taylor to approve the agenda for August 6,2019. Carried 5-0. Copy filed.

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

- 3. To approve minutes of the July 30, 2019 meeting. Copy filed.
- 4. To approve the claims totaling \$602,008.61. Copy filed.
- 5a. To approve the promotion of Andrew Britton, Asst. Director, Juvenile Detention Dept., effective 8-05-19, \$60,050/year, 18%=\$9,159.12/yr. Promotion from Youth Worker to Asst. Director.; the separation of Jeremiah Casson, Motor Grader Operator, Secondary Roads Dept, effective 8-09-19. Resignation.; the appointment of Abigail Guerrero, Civilian Jailer, County Sheriff Dept., effective 8-12-19, \$19.86/hour. Job Vacancy Posted 6-5-19. Entry Level Salary: \$19.86/hour.; the separation of Benjamin Payer, Temporary Engineering Aide, Secondary Roads Dept., effective 8-15-19. End of Temporary Work.; the appointment of Zaira Torres, Civilian Jailer, County Sheriff Dept., effective 08-19-19, \$19.86/hour. Job Vacancy Posted 6-5-19. Entry Level Salary: \$19.86/hour.; the reclassification of and the promotion of Constance Alderson, MV Clerk II, County Treasurer Dept., effective 8-22-19, \$19.51/hour, 5%=\$1.01/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 3/Step 4.; and the separation of Randall Horsley, Operations Officer-Paramedic, Emergency Service Dept, effective 9-16-19. Retirement. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for F/T Operations Officer-Paramedic, Emergency Services Dept. Wage Plan: \$18.90/hour.; F/T Youth Worker, Juvenile Detention Dept. AFSCME Juvenile Detention: \$19.30/hour.; P/T Youth Worker, Juvenile Detention Dept. AFSCME Juvenile Detention: \$19.30/hour.; and Motor Grader Operator, Secondary Roads Dept. CWA: \$23.73/hour. Copy filed.
- 5c. To approve the request of Randall Horsley to remain on the County health and dental insurance plans. Copy filed.
- 6a. To approve the appointment of Rachelle Green to the Community Action Agency Board of Directors. Copy filed.
- 7a. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Donald Brown, 3227 22nd St., Sioux City, parcel #894723152014.

WOODBURY COUNTY, IOWA
RESOLUTION #12,883
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES

WHEREAS, Donald Brown, is the titleholder of property located at 3227 – 22nd St., Sioux City, Woodbury County, Iowa, and legally described as follows:

Parcel # 894723152014

CALLS PLATEAU TRI NE COR LOT 8 & LOTS 9 & 10

WHEREAS, Donald Brown, is the titleholder of the aforementioned property have petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

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

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby grants the request for a suspension of taxes, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

SO RESOLVED this 6th day of August, 2019.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 7b. To approve the lifting of tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension. Copy filed.
- 8. To approve the permit to work in the right of way for the City of Lawton/Family Group. Copy filed.
Carried 5-0.
- 9. Motion by Pottebaum second by Radig to approve County Civil Service Commission to use the Tri-View location. Carried 5-0. Copy filed.
- 10. Motion by Radig second by De Witt to set a public hearing for August 20th, 2019 at 4:40 p.m. for 1st Amendment to Indefeasible Right to Use Agreement with the State of Iowa Communications Network. Carried 5-0. Copy filed.
- 11a. Motion by Ung second by Radig to approve the replacement of our current fire suppression system. Carried 5-0. Copy filed.
- 11b. Motion by De Witt second by Ung to approve the FY 2020 budgeted remodeling of the Courthouse Data Center. Carried 5-0. Copy filed.
- 12. Motion by Radig second by De Witt to defer action to approve the Food Service Contract with Summit Managed Food Service for one week. Carried 5-0. Copy filed.
- 13a. Motion by Taylor second by Radig to approve the contracts for furnishing gravel and hauling gravel to county stockpiles with Hallett Materials. Carried 5-0. Copy filed.
- 13b. Motion by Pottebaum second by Radig to approve the contract and bond for the 2019 pavement marking project with Iowa Plains Signing for \$111,480.00. Carried 5-0. Copy filed.
- 14. Motion by Taylor second by Radig to obtain a sponsorship, if available, for the 2019 Siouxland Chamber of Commerce Annual Meeting to be funded with \$1,000.00 from gaming funds. Carried 5-0. Copy filed.
- 15. The Board heard reports on committee meetings.
- 16. There were no citizen concerns.
- 17. Board concerns were heard.

The Board adjourned the regular meeting until August 13, 2019.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: August 13, 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
Fry, Jacob	Secondary Roads	8-02-19	Temporary Summer Laborer			S	End of Temporary Work.
Albrecht, Ote	Secondary Roads	8-16-19	Temporary Engineering Aide			S	End of Temporary Work.
Venable-Ridley, Cornelia	County Attorney	8-26-19	Asst. County Attorney	\$81,607/year	8%=\$6,036/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 6 to Step 7.
Dawson, David	County Attorney	8-31-19	Asst. County Attorney	\$84,779/year	3.8%=\$3,172/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 7 to Step 8.
Johnson, Dustin	County Treasurer	9-01-19	Clerk II	\$18.50/hour	5%=\$.88/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 2 to Grade 3/Step 3.
Lenz, Michael	County Sheriff	9-02-19	Sheriff Deputy	\$30.23/hour	6.5%=\$1.85/hour	R	Per CWA Deputy Sheriff Contract agreement, from Class I to Senior Class.

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: August 13, 2019

For the August 13, 2019 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. Secondary Roads Temporary Summer Laborer, End of Temporary Work.
2. Secondary Roads Temporary Engineering Aide, End of Temporary Work.
3. Asst. County Attorney, from Step 6 to Step 7.
4. Asst. County Attorney, from Step 7 to Step 8.
5. County Treasurer Clerk II, from Grade 3/Step 2 to Grade 3/Step 3.
6. County Sheriff Deputy, from Class 1 to Senior Class.

Thank you

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: August 13, 2019

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Emergency Services	P/T Operations Officer- Paramedic (.25 FTE)	Wage Plan: \$18.33-\$18.90/hour		

Chairman, Board of Supervisors

WOODBURY COUNTY



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

To: Woodbury County Human Resources
Melissa Thomas, Director

From: Woodbury County Emergency Services
Gary Brown, Director

Date: August 7, 2019

Subjects: Request to begin the process for posting for a
¼ Part-time Operations Officer-Paramedic with Emergency Services

Emergency Services has an opening for the position of Part-time Operations Officer-Paramedic and would like to start the process immediately.

RECOMMENDATION: It is our recommendation that the board of supervisor's grant approval for Human Resources to begin the hiring process to fill the vacant position of ¼ Part-time Operations Officer-Paramedic.

Thank you for your consideration.

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

Date: 8/8/19 Weekly Agenda Date: 8/13/19

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas

WORDING FOR AGENDA ITEM:

Presentation of Award Certificate to Bryan Maron.

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 Bryan Maron.

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
BRYAN MARON

**FOR THE GENEROUS DONATION OF 13 GALLONS TO THE LIFESERVE BLOOD CENTER
(TIME OFF MUST BE REDEEMED WITHIN SIX MONTHS FROM THE DATE BELOW)**

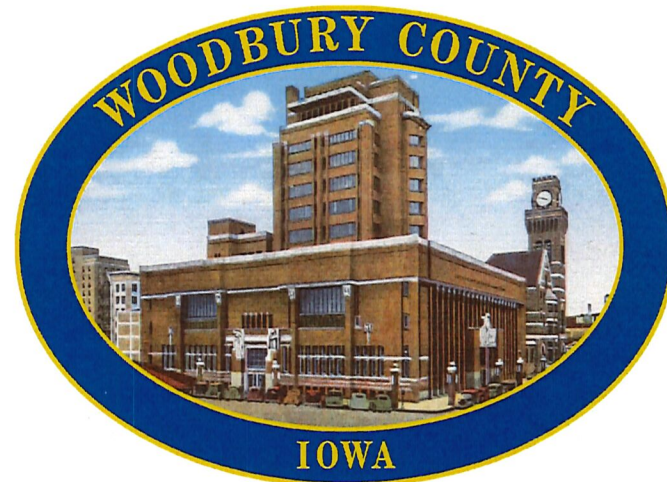
Keith Radig, Board of Supervisors, Chairman

Rocky DeWitt, Board of Supervisors

Marty Pottebaum, Board of Supervisors

Jeremy Taylor, Board of Supervisors

Matthew Ung, Board of Supervisors



August 13th, 2019

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

#6a

Date: 8/7/19 Weekly Agenda Date: 8/13/19

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

WORDING FOR AGENDA ITEM:

Approval of resolution for a tax suspension for B.T.

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:

B.T. is requesting a tax suspension.

BACKGROUND:

B.T. was approved for a tax suspension on July 25, 2017. Annual tax suspension re-certify letters went out to B.T. starting in April. B.T. failed to re-certify the income by the deadline of July 1. Board lifted the tax suspension on July 9, 2019.

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:

Consider this request for a tax suspension for B.T. If the Board approves this request, the suspension resolution requires the chairman's signature.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution for a tax suspension for B.T.

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

#6b

Date: 8/7/19 Weekly Agenda Date: 8/13/2019

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

WORDING FOR AGENDA ITEM:

Approval of resolution for a tax suspension for D.L.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

D.L. is requesting a tax suspension.

BACKGROUND:

D.L. was approved for a tax suspension on August 31, 2010. Annual tax suspension re-certify letters went out to D.L. starting in May. D.L. failed to re-certify the income by the deadline of August 1. Board lifted the tax suspension on August 6, 2019.

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:

Consider this request for a tax suspension for D.L. If the Board approves this request, the suspension resolution requires the chairman's signature.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution for a tax suspension for D.L.

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

#7

Date: 08.06.2019 Weekly Agenda Date: 08.13.2019

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Sheriff Dave Drew

WORDING FOR AGENDA ITEM:

2019 Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa for the Local Edward Byrne Memorial Justice Assistance Grant Program award.

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:

2019 Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa for the Local Edward Byrne Memorial Justice Assistance Grant Program award.

BACKGROUND:

Woodbury County is submitting the 2019 Local Edward Byrne Memorial Justice Assistance Grant Program application August 23, 2019.

FINANCIAL IMPACT:

City of Sioux City, Iowa award \$20,794.00. Woodbury County, Iowa award \$20,794.00.

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

Yes No

RECOMMENDATION:

Approve and sign the Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa in order to complete the application process.

ACTION REQUIRED / PROPOSED MOTION:

Approve and sign the Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa.

GMS APPLICATION NUMBER 2019-H3918-IA-DJ

THE STATE OF IOWA

KNOW ALL BY THESE PRESENT

COUNTY OF WOODBURY

INTERLOCAL AGREEMENT

BETWEEN THE COUNTY OF WOODBURY, IOWA AND THE CITY OF SIOUX CITY, IOWA;

2019 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

This Agreement is made and entered into this 13th day of August, 2019 by and between The COUNTY of Woodbury, acting by and through its governing body, the Board of Supervisors, hereinafter referred to as COUNTY, and the CITY of Sioux City, acting by and through its governing body, the City Council, hereinafter referred to as CITY, both of Woodbury County, State of Iowa, witnesseth:

WHEREAS, this Agreement is made under the authority of Iowa Code; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

WHEREAS, each governing body finds that the performance of this Agreement is in the best interests of both parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this agreement; and

WHEREAS, the COUNTY agrees to provide the CITY JAG award for the Justice Assistance Grant Program; and

WHEREAS, the CITY and COUNTY believe it to be in their best interests to reallocate the JAG funds.

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1.

COUNTY agrees to pay CITY 50% of funds received under the federal award for a total of **\$20,794.00** in JAG funds.

Section 2.

CITY agrees to use \$20,794.00 for eligible activities under the JAG program until 9-30-2023.

COUNTY agrees to use \$20,794.00 for eligible activities under the JAG program until 9-30-2023.

GMS APPLICATION NUMBER 2019-H3918-IA-DJ

Section 3.

Nothing in the performance of this Agreement shall impose any liability for claims against COUNTY other than claims for which liability may be imposed by the Iowa Tort Claims Act

Section 4.

Nothing in the performance of this Agreement shall impose any liability for claims against CITY other than claims for which liability may be imposed by the Iowa Tort Claims Act

Section 5.

Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 6.

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement

Section 7.

By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

COUNTY OF Woodbury County

CITY OF Sioux City

Chairman, Woodbury County, IA.

Mayor, City of Sioux City, IA.

Board of Supervisors

ATTEST

Woodbury County Auditor

City Clerk

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

Date: 8/08/2019 Weekly Agenda Date: 8/13/2019

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

WORDING FOR AGENDA ITEM:

Consideration of permits to work in the county right of way

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Long Lines, Inc. has requested a permit to work in the right of way to install fiber optic cable

BACKGROUND:

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

FINANCIAL IMPACT:

No 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:

Recommend approval of the permits for Long Lines.

ACTION REQUIRED / PROPOSED MOTION:

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

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

REQUEST BY APPLICANT:

Name Long Lines Highway K25 & Port Neal Cir.
Address 504 4th St. Sergeant Bluff IA 51054 Township Liberty
City of _____

Office Phone 712-271-4000 Local Phone 712-333-1352 Section: $\frac{1}{4}$ of $\frac{1}{4}$ Sec 30 & 31

Type of Utility Installation Fiber Optic Cable T 87 N, R 47 W

Plans Prepared By Tom Comors 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 09/01/19 Estimated Restoration Date 14 days after start

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] Title Construction Manager
(Signature of Authorized Utility Representative) Date 08/02/19

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

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

Date _____

By _____ Title _____
(Signature of Woodbury County Engineer)

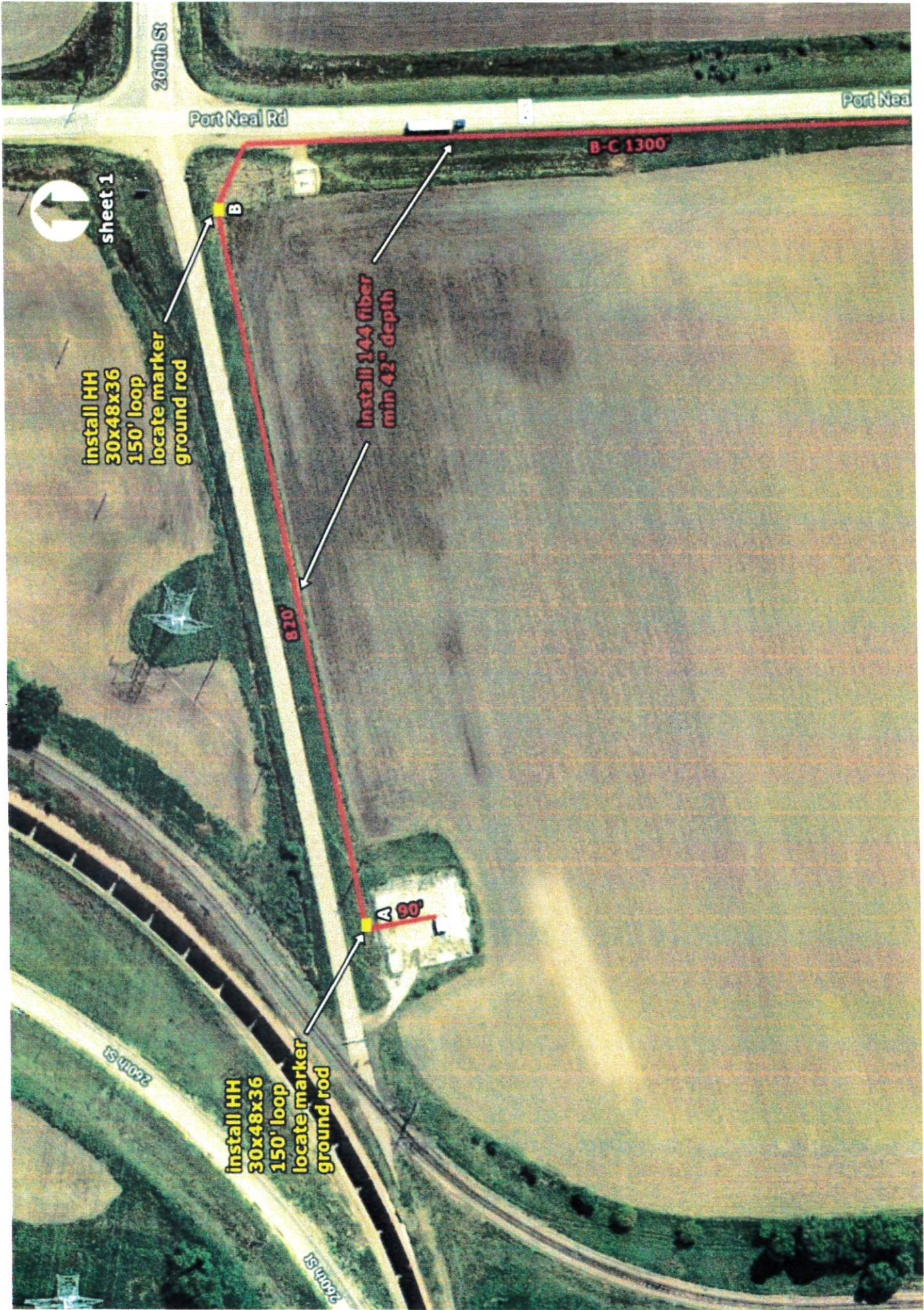
Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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



260th St

Port Neal Rd

Port Neal

B-C 1300'



sheet 1

install HH
30x48x36
150' loop
locate marker
ground rod

install HH
30x48x36
150' loop
locate marker
ground rod

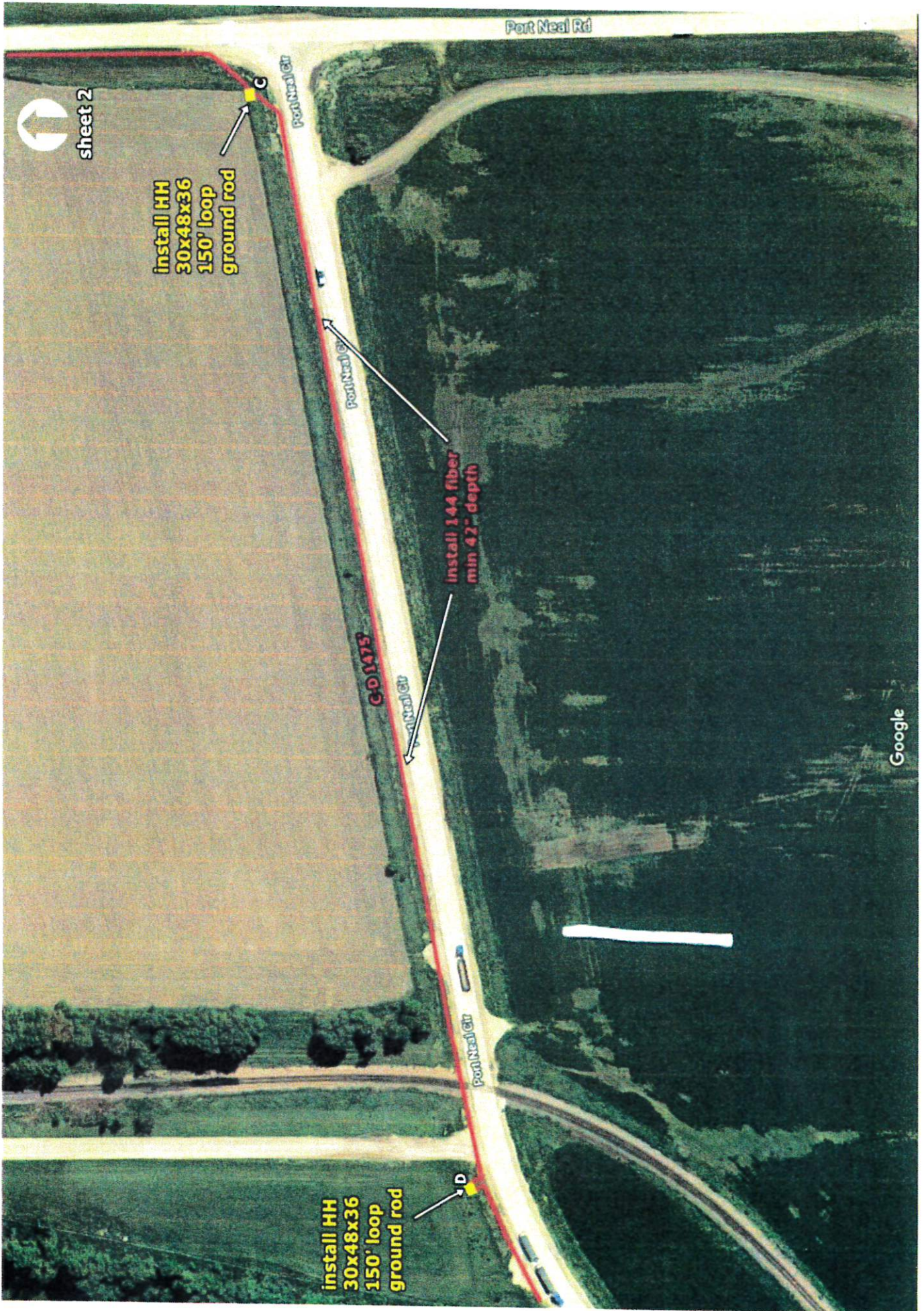
install 144 fiber
min 42" depth

820'

A 90°

200th St

200th St



Port Neal Rd

Port Neal Ct

sheet 2

install HH
30x48x36
150' loop
ground rod

Port Neal Ct

install 144 fiber
min 42" depth

C-D 1475'

Port Neal Ct

Port Neal Ct

install HH
30x48x36
150' loop
ground rod

Google



sheet 3

install 144 fiber
min 42" depth



D-E 2-250'

Port Neal Cir

Port Neal Cir

Port Neal Cir

Google



sheet 4

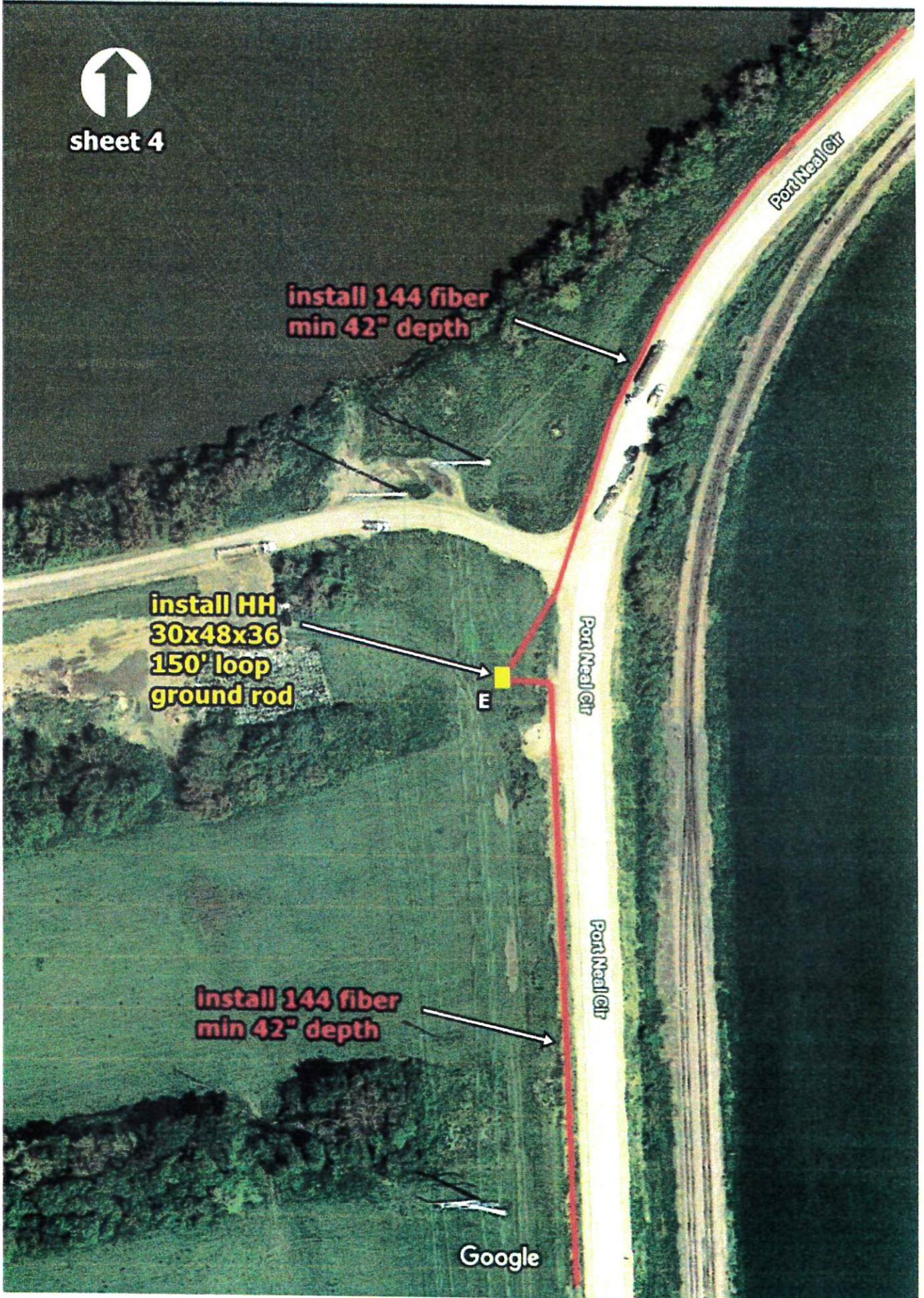
install 144 fiber
min 42" depth

install HH
30x48x36
150' loop
ground rod

E

install 144 fiber
min 42" depth

Google





Port Neal Cir

Port Neal Cir

Port Neal Cir

Port Neal Cir

526733

install 144 fiber
min 42" depth





sheet 6

1 CR

Port Neal Cir

Port Neal Cir

Port Neal Cir

**install 144 fiber
min 42" depth**

**install HH
30x48x36
150' loop
ground rod**

F

Google





Port Neal Cir

Port Neal Cir

Port Neal Cir

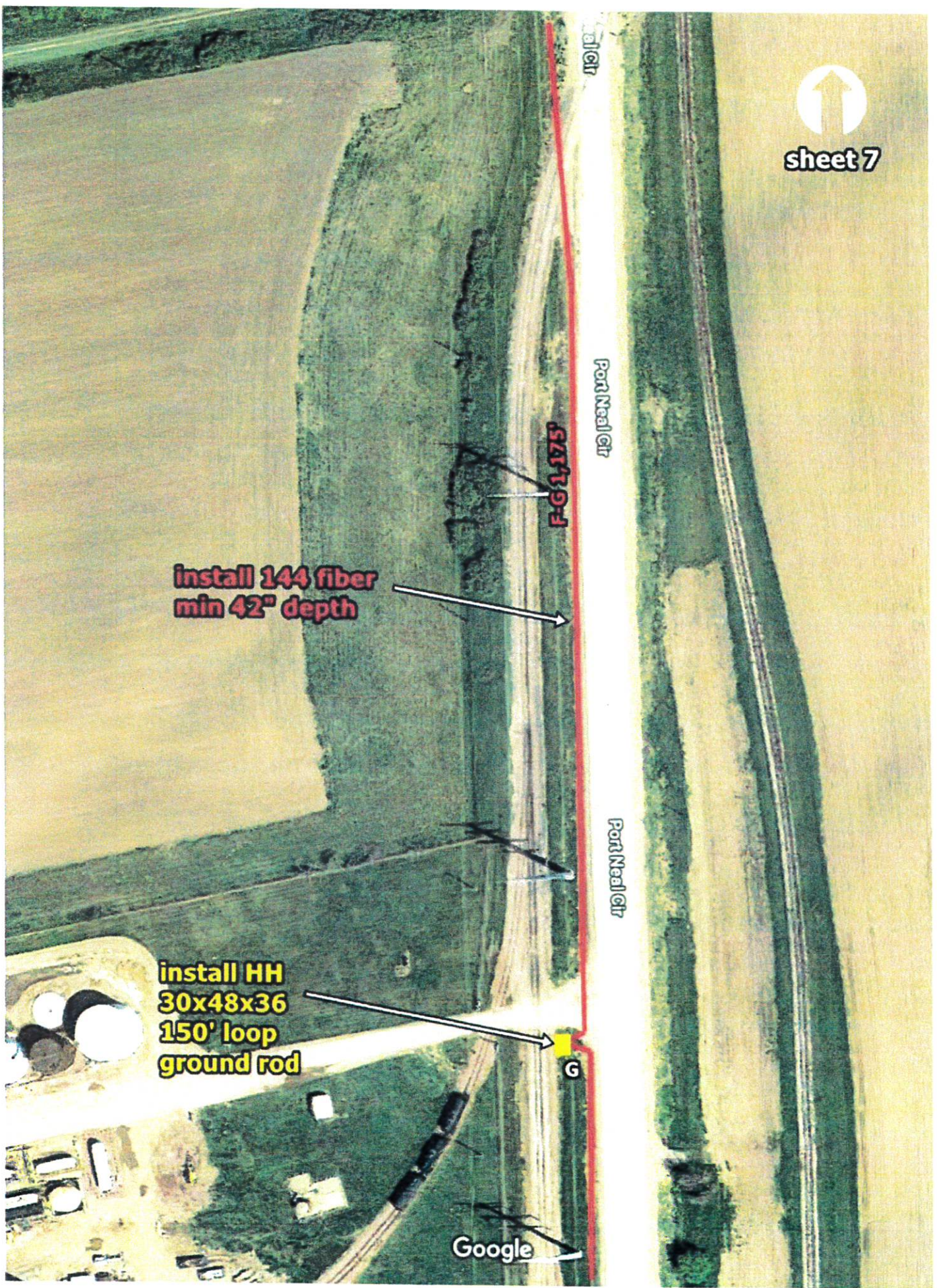
F-G 19-1

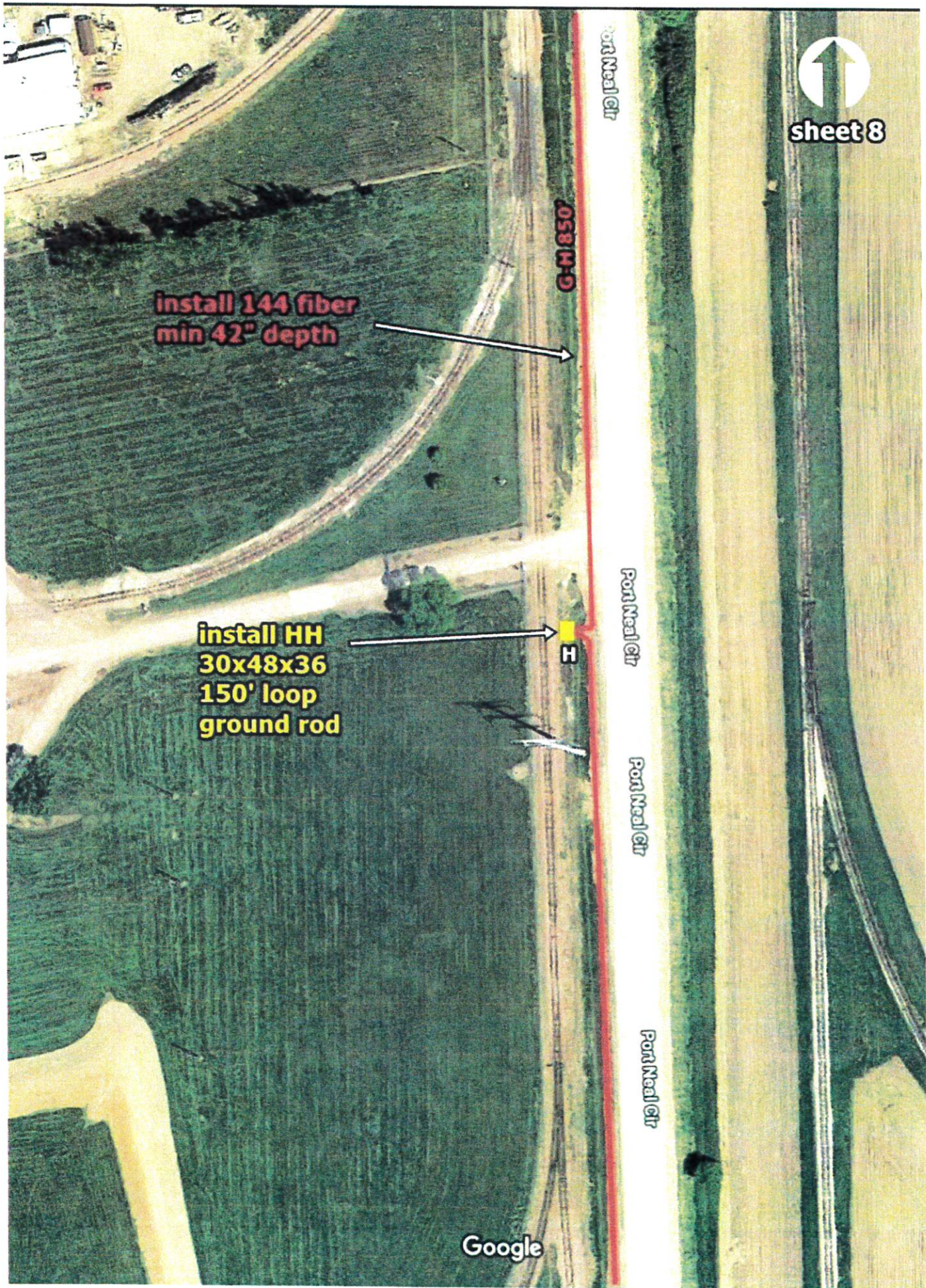
install 144 fiber
min 42" depth

install HH
30x48x36
150' loop
ground rod

G

Google





**install 144 fiber
min 42" depth**

**install HH
30x48x36
150' loop
ground rod**

G-M 850

H

Port Neal Cir

Port Neal Cir

Port Neal Cir

Port Neal Cir

**install 144 fiber
min 42" depth**

H-1000

Port Neal Cir

Port Neal Cir

Port Neal Cir

**install HH
30x48x36
150' loop
ground rod
locate marker**

AGP - Sgt. Bluff, IA



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

Date: 08/08/2019 Weekly Agenda Date: 08/08/2019

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

WORDING FOR AGENDA ITEM:

Consideration of a permit for work in the county right of way

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:

Todd Rand has requested a permit to work in the right of way to replace culvert on 250th Street between Charles Ave. and the Farmers Drainage Ditch.

BACKGROUND:

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

FINANCIAL IMPACT:

No impact. Todd Rand is supplying and installing the culvert.

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

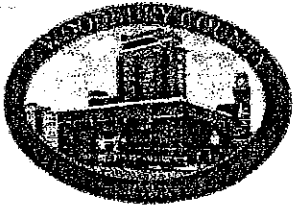
Yes No

RECOMMENDATION:

Recommend approval of the permit for Todd Rand.

ACTION REQUIRED / PROPOSED MOTION:

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



Woodbury County Secondary Roads Department

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

COUNTY ENGINEER
Mark J. Nagra, P.E.
mnagra@sioux-city.org

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

SECRETARY
Tish Brice
tbrice@sioux-city.org

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

Name of Permittee: Todd Rand Phone No.: 712-223-6694

Mailing Address: 111 Airview Dr.

Township: Grange Section: 18-19

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

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

Horizontally bore a drainage pipe under 250th St. between Charles Ave. and the farmer's main ditch, to replace an existing culvert. The replacement culvert would be 18"-24" in diameter.

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

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

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

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

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

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

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

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

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

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

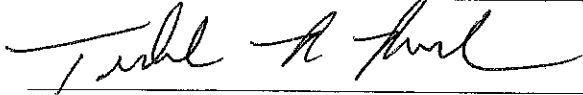
J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

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

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

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

Entered into this _____ day of _____, 2011.



Signature of Property Owner or Authorized Representative

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

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

Date: 8/08/2013

Weekly Agenda Date: 8/13/2019

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Trosper Hoyt Juvenile Detention Kitchen Project- Public Hearing

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Conduct Hearing for the Trosper Hoyt Juvenile Detention Kitchen project- request input/ comments from interested or concerned parties on specifications, drawings, contract, or costs on improvement.

BACKGROUND:

July 23rd, 2019- Board of Supervisors approves plans, specifications, & form of contract

June 12th, 2018- Board of Supervisors approves Trosper Hoyt Kitchen Project

June 6th, 2018- the Juvenile Detention Director recommends to the Woodbury County Board of Supervisors that upgrades planned for the Juvenile Detention area at Trosper Hoyt building by the previous director should be altered to shift project upgrade priorities.

December 5th, 2017- Board of Supervisors approves plans & specifications to seek bids for the Trosper Hoyt Master Control System & Elevator Project.

August 22nd, 2017- Project low bid exceeds estimates by \$97,000.00 in part do to the elimination of synergies anticipated by simultaneous door replacements with an LEC Project that was terminated. Trosper Hoyt Master Control & Door Project terminated (bids thrown out). Facility Project scope to be totally redesigned and new project bid.

January 25, 2017- Approval to Seek Competitive Bids for Master Control & Detention Doors Project.

January 17th, 2017- Board of Supervisors approves contract with Goldberg Group Architects for Juvenile Detention design related to; Trosper Hoyt Juvenile Detention Facility Master Plan, Master Control System Replacement, Partial Door Replacements, and Security Hardware.

FINANCIAL IMPACT:

2019 CIP (\$160,000)- Project #9103-19-Kitchen
Project Estimate (Prior to Bid)- \$160,000

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 hearing 4:45 pm set time. Request any comments either for against project.

ACTION REQUIRED / PROPOSED MOTION:

Conduct public hearing 4:45 pm set time. Request any comments either for against project.

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

#10

Date: 8/7/19 Weekly Agenda Date: 8/13/19

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ryan M. Weber/Dianne McTeer

WORDING FOR AGENDA ITEM:

Approval of 2019-2020 Food Service Contract

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Action needed to approve the food contract with Summit Managed Food Service (formerly CBM).

BACKGROUND:

CBM/Summit Managed Food Service has been the only company to submit bids for weekly meals at the Juvenile Detention Center.

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:

Recommendation is to approve the Food Service Contract with Summit Managed Food Service.

ACTION REQUIRED / PROPOSED MOTION:

Approval of the board and signature of Board Chairman.

Woodbury County Juvenile Detention Center Non-Profit School Food Service RFP

This document contains a bid solicitation for the furnishing of meals for a nonprofit food service program and sets forth the terms and conditions applicable to the proposed procurement. **Upon acceptance, this document shall constitute the contract between the bidder and the School Food Authority (SFA/Agency).**

The bidder shall not plead misunderstanding or deception because of such estimate of quantities, or of the character, location, or other conditions pertaining to the bid solicitation/contract.

2019-2020 FOOD SERVICE CONTRACT

Woodbury County Juvenile Detention Center (SFA)
&
CBM/Summit Managed Food Service (Vendor)

The **WCJDC Woodbury County Juvenile Detention Center** hereinafter referred to as **CBM/Managed Food Service** hereinafter referred to as the "**Vendor**", hereby enter into an agreement that describes the responsibilities of each party when providing meals to Schools in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). (Vendor means a merchandiser of complete meals, meal components).

The SFA agrees to:

1. Plan menus which adhere to meal pattern guidelines for the National School Lunch Program and School Breakfast Program.
2. Provide the Vendor with a list of the names and addresses of the buildings receiving food, and the number of meals by type (breakfast, lunch, and supper) to be delivered to each location and the calendar of operation
3. Notify the Vendor if the number of meals to be delivered needs to be altered by 8:00 AM_(time) on the day the meals are to be served.
4. Be responsible for ensuring that the food service operation conforms to the SFA's agreement with the State Agency.
5. Adhere to the procurement standards set forth in Section 210.21 of the NSLP regulations, OMB Circular 7 CFR 200.317-22.326.
6. Notify the State Agency in writing of proposed changes in the contract. **Changes in the contract must be reviewed by the State Agency before implementation.**
7. Make no payment for meals that are spoiled or unwholesome at the time of delivery and do not meet specifications, or do not otherwise meet the requirements of the contract.
8. Monitor the food service operation daily to ensure the food service is in conformance with program regulations.

The Vendor agrees to:

1. Maintain food production records indicating food produced, portion size, quantity prepared, and recipe number or product description. Information for nutrient analysis, including standardized recipes, nutrition fact labels, and Child Nutrition (CN) labels must be on file with the vendor. This information is needed by the SFA to meet their responsibility in the NSLP and SBP.
2. The vendor must identify portion sizes in writing when food is delivered in bulk.
3. Maintain records to support the SFA's Claim for Reimbursement; make all records available to the SFA upon request: and retain all records for a period of three (3) years after the SFA submits the final Claim for Reimbursement. In cases where audit findings have not been resolved, the records must be retained beyond the 3-year period until resolution of the issues raised by the audit.
4. Submit itemized bills to the SFA monthly.

5. Maintain all applicable state and/or local health certification(s) for the duration of the contract for any facility where meals are prepared.
6. Insure that health and sanitation requirements are met at all times where and when food is prepared, stored, and delivered.
7. If requested, the Vendor agrees to provide meals for periodic inspection to determine bacteria levels and results shall be submitted to the SFA and State Agency.
8. Deliver the meals according to the times listed for each building.
Comply with the Buy American Provision in 7 CFR Part 250 and 7 CFR 210.21.
9. Conform with all civil rights requirements applicable to the SFA.
10. If the contract is in excess of \$2,500, comply with Fair Labor Standards Act, as amended to include Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 USC 327-330) as supplemented by Department of Labor regulations (29CFR, Part 5) pursuant to 7 CFR, Appendix II Part 200 (E)
11. If the contract is in excess of \$10,000, comply with Executive Order 11246, Entitled "Equal Employment Opportunity, " as amended by Executive Order 11375 and as Supplemented in Department of Labor regulations (41/CFR Part 60) pursuant to 7 CFR, Appendix II Part 200 (C).
12. If the contract is in excess of \$100,000, provide a Certification of Lobbying. This statement is required each renewal period.
13. If the contract is in excess of \$100,000, provide a Disclosure of Lobbying Activities.

The SFA and Vendor mutually agree that:

1. Menus written by the SFA must be reviewed and changes made as necessary to insure the NSLP and SBP meal patterns are met.
2. Contracts will be of duration no longer than one (1 year) with options for the annual renewal of a contract not to exceed four (4) years. The basis for fee adjustments will be identified in the contract.
3. Vendor has liability for payment of over claims resulting from USDA/State reviews or audits, caused by vendor nonconformance, and this liability extends beyond the term of the contract.

The SFA reserves the right to terminate this contract if the Vendor fails to comply with any of the requirements of this contract. The SFA shall notify the Vendor of specific instances of noncompliance in writing. In instances where the contractor has been notified of noncompliance with the terms of the contract and has not taken immediate corrective action, the SFA shall have the right, upon written notice, of the immediate termination of the contract and the Vendor shall be liable for any damages incurred by the SFA. The Contract may be terminated by either party upon submission to the other part of written notice at least 30 days prior to the date of termination. A copy of the termination letter must be sent to the State Agency.

Vendor Meal Charges

1. Milk is provided by vendor and included in meal cost
2. Meal count is to be called into Vendor by Detention Staff
3. Meals will be delivered to the Detention facility.
4. Meals and condiments will be purchased in bulk according to the number of meals needed.
5. Meals will not include straws, napkins, plates or single-service ware.
6. Delivery time : Breakfast 7:15 am Lunch 12:15 pm Supper 4:45 pm
7. Vendor will bill SFA on the 15th of each month.
8. SFA payment will be due on the 30th of each month
9. Total Contract Cost \$149,000 (*estimate based on previous year's data*)

5. Maintain all applicable state and/or local health certification(s) for the duration of the contract for any facility where meals are prepared.
6. Insure that health and sanitation requirements are met at all times where and when food is prepared, stored, and delivered.
7. If requested, the Vendor agrees to provide meals for periodic inspection to determine bacteria levels and results shall be submitted to the SFA and State Agency.
8. Deliver the meals according to the times listed for each building.
Comply with the Buy American Provision in 7 CFR Part 250 and 7 CFR 210.21.
9. Conform with all civil rights requirements applicable to the SFA.
10. If the contract is in excess of \$2,500, comply with Fair Labor Standards Act, as amended to include Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 USC 327-330) as supplemented by Department of Labor regulations (29CFR, Part 5) pursuant to 7 CFR, Appendix II Part 200 (E)
11. If the contract is in excess of \$10,000, comply with Executive Order 11246, Entitled "Equal Employment Opportunity, " as amended by Executive Order 11375 and as Supplemented in Department of Labor regulations (41/CFR Part 60) pursuant to 7 CFR, Appendix II Part 200 (C).
12. If the contract is in excess of \$100,000, provide a Certification of Lobbying. This statement is required each renewal period.
13. If the contract is in excess of \$100,000, provide a Disclosure of Lobbying Activities.

The SFA and Vendor mutually agree that:

1. Menus written by the SFA must be reviewed and changes made as necessary to insure the NSLP and SBP meal patterns are met.
2. Contracts will be of duration no longer than one (1 year) with options for the annual renewal of a contract not to exceed four (4) years. The basis for fee adjustments will be identified in the contract.
3. Vendor has liability for payment of over claims resulting from USDA/State reviews or audits, caused by vendor nonconformance, and this liability extends beyond the term of the contract.

The SFA reserves the right to terminate this contract if the Vendor fails to comply with any of the requirements of this contract. The SFA shall notify the Vendor of specific instances of noncompliance in writing. In instances where the contractor has been notified of noncompliance with the terms of the contract and has not taken immediate corrective action, the SFA shall have the right, upon written notice, of the immediate termination of the contract and the Vendor shall be liable for any damages incurred by the SFA. The Contract may be terminated by either party upon submission to the other part of written notice at least 30 days prior to the date of termination. A copy of the termination letter must be sent to the State Agency.

Vendor Meal Charges

1. Milk is provided by vendor and included in meal cost
2. Meal count is to be called into Vendor by Detention Staff
3. Meals will be delivered to the Detention facility.
4. Meals and condiments will be purchased in bulk according to the number of meals needed.
5. Meals will not include straws, napkins, plates or single-service ware.
6. Delivery time : Breakfast 7:15 am Lunch 12:15 pm Supper 4:45 pm
7. Vendor will bill SFA on the 15th of each month.
8. SFA payment will be due on the 30th of each month
9. Total Contract Cost \$149,000 (*estimate based on previous year's data*)

10. All snacks or supplies above and beyond what is required with the meals ordered will be on a bill-back basis.

$$\begin{array}{r} \underline{21} \\ \text{\# of daily breakfasts} \end{array} \times \begin{array}{r} \underline{366} \\ \text{\# days served} \end{array} \times \begin{array}{r} \underline{6.40} \\ \text{rate/meal} \end{array} = \begin{array}{r} \underline{49,190} \\ \text{Annual Total Cost} \end{array}$$

$$\begin{array}{r} \underline{21} \\ \text{\# of daily breakfasts} \end{array} \times \begin{array}{r} \underline{366} \\ \text{\# days served} \end{array} \times \begin{array}{r} \underline{6.40} \\ \text{rate/meal} \end{array} = \begin{array}{r} \underline{49,190} \\ \text{Annual Total Cost} \end{array}$$

$$\begin{array}{r} \underline{21} \\ \text{\# of daily breakfasts} \end{array} \times \begin{array}{r} \underline{366} \\ \text{\# days served} \end{array} \times \begin{array}{r} \underline{6.40} \\ \text{rate/meal} \end{array} = \begin{array}{r} \underline{49,190} \\ \text{Annual Total Cost} \end{array}$$

Approximate Annual Meal Costs (Total) \$150,000

~~(The start of the new approved menu)~~

This agreement is effective from 7-1-2019 through June 30, 2020.

For all contracts, the vendor certifies that their operation or related parties do not appear on the "list of Parties Excluded or Disqualified from Federal Procurement and Non-procurement Programs currently listed on the web at <http://epls.arnet.gov>

By submission of this bid, the bidder certifies that, in the event the bidder receives an award under this solicitation, the bidder shall operate in accordance with all applicable current program regulations.

The parties have executed this agreement as of the dates indicated below:

SFA
Woodbury County Juvenile Detention
822 Douglas Street Suite 401
Sioux City, IA

Keith Radig, Board Chairman
Woodbury County Board of Supervisors

Date

VENDOR
CBM/Summit Managed Food Service
2219 E Benson Rd,
Sioux Falls, SD

DocuSigned by:
Marlin C. Sejnoha, Jr.

Marlin Sejnoha
President & CEO

7/15/2019

Date

STATE AGENCY

Shea Cook, MPP
Consultant, Bureau of Health and Nutrition
Iowa Department of Education
310 B Ave E
Oskaloosa, IA 52577
515-326-1682
515-242-5988 - fax

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

Date: 8/8/2019 Weekly Agenda Date: 8/13/2019

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

WORDING FOR AGENDA ITEM:

Receive and consider bids for calcium chloride for FY 2020

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The county annually receives bids for calcium chloride for snow removal.

BACKGROUND:

The county took bids for approximately 132 tons of calcium chloride this year. This is roughly 44 tons each for two districts and 22 tons each for the other two districts.

FINANCIAL IMPACT:

Calcium chloride is an annual budget item for the county road department.

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

Yes No

RECOMMENDATION:

Recommend that the board receive the bids and consider award.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board receive the bids and consider award to the low bidder.

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

Date: 8/8/2019 Weekly Agenda Date: 8/20/2019

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

WORDING FOR AGENDA ITEM:

Receive and consider bids for Propane for heating county buildings for FY 2020

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The county annually receives bids for propane supplied for heating for the Secondary Road Department, Emergency Services, Conservation and the Little Courthouse at Anthon.

BACKGROUND:

The county takes bids for approximately 50,200 gallons of propane each year.

FINANCIAL IMPACT:

Propane is an annual budget item for the county departments.

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

Yes No

RECOMMENDATION:

Recommend that the board receive the bids and consider award.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board receive the bids and consider award to the low bidder.

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

#12

Date: 8/7/19 Weekly Agenda Date: 8/13/19

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Patrick Gill

WORDING FOR AGENDA ITEM:

Approval of the Purchase of Election Equipment from Capital Improvement Funds (CIP)

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

This is a request to purchase voting booths and modems for election night returns with CIP funds for a total cost of \$73,136.55.

BACKGROUND:

The Auditor's Office was previously approved to purchase election equipment at a cost of up to \$500,000.00. It was our intent to purchase voting machines and E-Pollbooks. We purchased voting machines at a approximate cost of \$375,000.00. We did not purchase E-Pollbooks because it was not in our best interest to go forward at this time. We are requesting to purchase booths and modems instead.

FINANCIAL IMPACT:

\$34,928 from project 9101-17-HVAC PART1 (2017 CIP)
\$38,209 - 9011-20-WIRELESS MODEMS (2020 CIP)
Total CIP: \$73,137

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

Yes No

RECOMMENDATION:

Approve the use of CIP funds to purchase voting booths and modems for election night returns.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the use of \$73,136.55 from CIP funds to purchase voting booths and modems for election night returns.

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

#13

Date: 08/08/2019 Weekly Agenda Date: 08/13/2019

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jeremy Taylor - Vice-Chairperson

WORDING FOR AGENDA ITEM:

Approval of Sioux City Symphony use of the courthouse rotunda

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Sioux City Symphony would like to hold their yearly gala at the courthouse on Saturday, April 25th, 2020.

BACKGROUND:

The symphony held their gala here on Saturday, April 6th, 2019 in conjunction with Aggie's Catering & Uptown Rentals. The liquor license & post gala cleanup was the responsibility of Aggie's & Uptown Rentals. The Sheriff's Office billed the symphony for providing security guards at the event.

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?

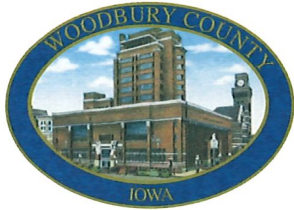
Yes No

RECOMMENDATION:

Approval of Sioux City Symphony to hold their yearly gala on Saturday, April 25th, 2020.

ACTION REQUIRED / PROPOSED MOTION:

Approve motion.



Woodbury County Board of Supervisors

#14

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

August 13, 2019

Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

To Whom It May Concern:

Woodbury County would like to offer our support for the designation of proposed U.S. Bicycle Route 55 (USBR 55) through our community. We recognize that bicycle tourism is a growing industry in the U.S., contributing \$83 billion a year to the economies of communities that provide facilities for such tourists.

As a community, we stand to benefit from this opportunity both economically and from the health and environmental related benefits of encouraging bicycle travel in our region.

The U.S. Bicycle Route System is a bicycle-based transportation system sponsored by the American Association of State Highway and Transportation Officials (AASHTO).

Woodbury County has a population of 102,429 people.

The proposed route for USBR 55 will provide a benefit to our residents and businesses and we endorse having the route mapped and signed, thereby promoting bicycle tourism in our area. Therefore, Woodbury County hereby expresses its support for USBR 55, and requests that the appropriate officials nominate the route for AASHTO designation as soon as this can be achieved.

Sincerely,

Keith Radig
Chairman, Woodbury County