



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(AUGUST 20, 2019) (WEEK 34 OF 2019)**

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

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

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Jeremy J. Taylor 333-1714 <a href="mailto:jtaylor@woodburycountyiowa.gov">jtaylor@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held August 20, 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.

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**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 6 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 13, 2019 meeting
4. Approval of claims
5. Board Administration – Karen James  
Approval of tax suspension resolution for B.S.
6. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process
  - c. Approval of retiree request to remain on County health and dental insurance plans

## End Consent Agenda

7. Building Services – Kenny Schmitz
  - a. Set bid opening date of September 10, 2019 at 2:30 p.m. in the Board of Supervisors' Office and authorize County Auditor's Office to open competitive bid submissions at that time for the Trospen Hoyt Juvenile Detention Kitchen Project Action
  - b. Approval to receive competitive bids on September 10, 2019 at 4:40 p.m. and award contract to lowest responsible bidder for the Trospen Hoyt Juvenile Detention Kitchen Project Action
- 4:40 p.m. (Set time) 8. Communication Center – Glenn Sedivy
  - a. Public hearing for 1<sup>st</sup> Amendment to Indefeasible Right to Use Agreement and the State of Iowa Communications Network
  - b. Authorize the Chairman to sign the 1<sup>st</sup> Amendment of Indefeasible Right of Use Agreement and the State of Iowa Communications Network Action
9. Iowa Drainage District Association – John Torbert  
Annual report of Iowa Drainage District Association Information
10. Board Administration – Dennis Butler & Building Services – Kenny Schmitz  
Approve Law Enforcement Center Financial Advisor Request for Proposals (RFP) document and seek proposals (RFP) from interested financial advisors Action
11. Secondary Roads – Mark Nahra
  - a. Consider approval of plans for project number LFM-(D50)—73-97 Action
  - b. Approve final pay voucher for project number BRS-CO97(112)—60-97, bridge replacement on Old Highway 141 west of Bronson Action
  - c. Discussion of proposed gravel road upgrade program Information
12. Reports on Committee Meetings Information
13. Citizen Concerns Information
14. Board Concerns Information

## ADJOURNMENT

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- 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.**    Woodbury County Solid Waste Agency (Sanitary Landfill) Executive Committee Meeting, Public Safety Center, Climbing Hill  
                                 **7:30 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
- WED., SEPT. 18**        **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., SEPT.19**        **4:30 p.m.**    Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue

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

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

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

**AUGUST 13, 2019, THIRTY-THIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, August 13, 2019 at 4:30 p.m. Board members present were Ung, Radig, De Witt, and Taylor; Pottebaum was absent. 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 13,2019. Carried 4-0. Copy filed.  
  
Motion by De Witt second by Radig to approve the following items by consent:
3. To approve minutes of the August 6, 2019 meeting. Copy filed.
4. To approve the claims totaling \$575,399.27. Copy filed.
- 5a. To approve the separation of Jacob Fry, Temporary Summer Laborer, Secondary Roads Dept., effective 8-02-19. End of Temporary Work.; the separation of Ote Albrecht, Temporary Engineering Aide, Secondary Roads Dept, effective 8-16-19. End of Temporary Work.; the reclassification of Cornelia Venable-Ridley, Asst. County Attorney, County Attorney Dept., effective 8-26-19, \$81,607/year, 8%=\$6,036/year. Per AFSCME Asst. County Attorney Contract agreement, from Step 6 to Step 7.; the reclassification of David Dawson, Asst. County Attorney, County Attorney Dept., effective 8-31-19, \$84,779/year, 3.8%=\$3,172/year. Per AFSCME Asst. County Attorney Contract agreement, from Step 7 to Step 8.; the reclassification of Dustin Johnson, Clerk II, County Treasurer Dept., effective 09-01-19, \$18.50/hour, 5%=\$.88/hour. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 2 to Grade 3/Step 3.; and the reclassification of Michael Lenz, Sheriff Deputy, County Sheriff Dept, effective 9-02-19, \$30.23/hour, 6.5%=\$1.85/hour. Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for P/T Operations Officer-Paramedic, Emergency Services Dept. Wage Plan: \$18.33-\$18.90/hour. Copy filed.
- 5c. Presentation of Award Certificate for 4 hours of paid time off to Bryan Maron. Copy filed.
- 6a. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Bobie Themm, 1015 S. Glass St., Sioux City, parcel #894735331012.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,884  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Bobie Themm, is the titleholder of property located at 1015 s. Glass St., Sioux City, Woodbury County, Iowa, and legally described as follows:

**Parcel # 894735331012**

**HOLMANS E ½ LOTS 3 & 4 & N ½ VAC E-W ALLEY**

**WHEREAS**, Bobie Themm 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 13th day of August, 2019.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 6b. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Dale Lee, 525 S. Fairmont St., Sioux City, parcel #88480120317.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,885  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Dale Lee, as titleholder of a property located 1525 S. Fairmount St., Sioux City, Woodbury County, Iowa, and legally described as follows:

**Parcel # 884801203017**

**WEST MORNINGSIDE LOT 9 & LOT 10 BLOCK 33**

**WHEREAS**, Dale Lee of the aforementioned property has 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 13th day of August, 2019.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7. To approve the Inter-local Agreement between the City of Sioux City, Iowa and Woodbury County, Iowa. Copy filed.
- 8a. To approve the permit to work in the right of way for Long Lines. Copy filed.
- 8b. To approve the permit to work in the right of way for Todd Rand. Copy filed.

Carried 4-0.

- 10. Motion by Radig second by Taylor to approve the Food Service Contract with Summit Managed Food Service with an effective date of 8/13/2019. Carried 4-0. Copy filed.

- 11a. Bid letting was held for calcium chloride for FY 2020. The bids are as follows:

Jerico Services, Inc., Indianola, IA	\$57,948.00
Bomgaars Supply, Sioux City, IA	\$63,360.00

Motion by Radig second by Taylor to receive the bids. Carried 4-0.

Motion by Taylor second by Radig to award the bid for calcium chloride for FY 2020 to Jerico Services, Inc. for \$57,948.00. Carried 4-0. Copy filed.

11b. Bid letting was held for propane for heating county buildings for FY 2020. The bids are as follows:

Central Valley Ag Coop, Le Mars, IA	\$39,156.00
New Cooperative, Inc., Hornick, IA	\$40,160.00
Johnson Propane, Battle Creek, IA	\$49,196.00

Motion by Radig second by De Witt to receive the bids. Carried 4-0.

Motion by Radig second by De Witt to award the bid for propane for heating county buildings for FY 2020 to Central Valley Ag Coop for \$39,156.00. Carried 4-0. Copy filed.

9. At public hearing was held at 4:45 p.m. for Trospen-Hoyt Juvenile Detention Kitchen Project.

Motion by Taylor second by De Witt to close the public hearing. Carried 4-0. Copy filed.

12. Motion by Taylor second by Ung to approve the use of \$73,136.55 for CIP funds to purchase voting booths and modems for election night returns. Carried 4-0. Copy filed.

13. Motion by Ung second by Radig to approve Sioux City Symphony to hold their yearly gala on Saturday, April 25<sup>th</sup>, 2020. Carried 3-1; De Witt was opposed. Copy filed.

14. Motion by Taylor second by Radig to approve a letter of support for the designation of proposed U.S. Bicycle Route 55 (USBR 55) through Woodbury County. Carried 4-0. Copy filed.

15. The Board heard reports on committee meetings.

16. Mark Nelson, 2465 140<sup>th</sup> St., Merville, expressed his appreciation for the support the Woodbury County Farm Bureau received from the Woodbury County Sheriff's Office during the Woodbury County Fair and also addressed the Board with concerns about determinations being made by the Secondary Roads Department use of traffic counters.

17. Board concerns were heard.

The Board adjourned the regular meeting until August 20, 2019.

Meeting sign in sheet. Copy filed.

#5

**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:** August 14, 2019

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

Thank you.





**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 20, 2019

For the August 20, 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. County Treasurer Clerk II, Appointment.
3. County Treasurer Clerk II, from Grade 3/Step 4 to Grade 3/Step 5.
4. Secondary Roads District Foreman, Retirement.

Thank you

HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA

#6b

DATE: August 20, 2019

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Secondary Roads	District Foreman	Wage Plan: \$64,952.14/year		

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



# 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. Nahra, P.E.  
mnahra@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

To: Board of Supervisors  
Human Resources Department

From: Mark Nahra, Woodbury County Engineer

Date: August 15, 2019

Subject: District 5 (Hornick) Maintenance Foreman Position

I am requesting that the Board authorize the replacement of Forrest Johnston, District 5 (Hornick) Maintenance Foreman, who is retiring effective September 30, 2019. I would like to fill this position quickly, if a suitable applicant can be found.

Since this is not a union position, there is no internal posting requirement and the position can be immediately advertised. Applicants from inside and outside our department can be considered for this position.

Thank you for your consideration.

August 15, 2019

TO: Woodbury County Board of Supervisors

I will be retiring effective 9-30-19 and would like to purchase the retiree health and dental insurance for myself and my spouse at our own expense.

Thank you.

A handwritten signature in black ink that reads "Forrest Johnston". The signature is written in a cursive style with a large, decorative initial 'F'.

Forrest Johnston

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

**#7**

Date: 8/14/2019

Weekly Agenda Date: 8/20/2019

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

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Juvenile Detention Kitchen Project-  
Set dates to "Open" & "Receive" Competitive Bids - Award low bid

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Building Services requests setting a bid opening date of September 10th 2019, 2:30pm, Board of Supervisors Office & authorization for County Auditors office to open competitive bid submissions at that time.

Building Services requests setting September 10th 2019 at 4:40pm Board of Supervisors meeting to "Receive" competitive bids & award contract at that time.

**BACKGROUND:**

August 20th, 2019- Board of Supervisors conducts project " Public Hearing"

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:**

To be determined through competitive bid process  
Pre-bid estimate \$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:**

Building Services requests setting a bid opening date of September 10th 2019, 2:30pm, Board of Supervisors Office & authorization for County Auditors office to open competitive bid submissions at that time.

Building Services requests setting September 10th 2019 at the 4:40pm, Board of Supervisors meeting to "Receive" competitive bids.

**ACTION REQUIRED / PROPOSED MOTION:**

1. Motion to set bid opening date of September 10th 2019, 2:30pm, Board of Supervisors Office & authorize County Auditors office to open competitive bid submissions at that time.
2. Motion to "Receive" competitive bids September 10th 2019 at 4:40pm, Board of Supervisors meeting & award contract to lowest responsible bidder.

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

**#8**

Date: 08-01-19 Weekly Agenda Date: 08-20-19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Glenn Sedivy, Communications Director

**WORDING FOR AGENDA ITEM:**

Public Hearing set for 4:40 pm for 1st. Amendment to Indefeasible Right to Use Agreement and the State of Iowa Communications Network.

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The Starcomm Executive Board recommends to the County Supervisors to hold a public hearing for August 20th 2019, to amend a fiber lease agreement with the Iowa Communications Network "ICN"

**BACKGROUND:**

Woodbury County (STARCOMM) currently owns and operates Fiber Optics between the Iowa Work Force Development Center at 2508 4th Street, Sioux City and The Security Institute at 4647 Stone Avenue, Sioux City. A public hearing is requested to be held on August 20th, 2019 at 4:40 pm during the regular County Board of Supervisors meeting.

**FINANCIAL IMPACT:**

No 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:**

Hold Public Hearing

**ACTION REQUIRED / PROPOSED MOTION:**

Authorize the Chairman to sign the 1st. Amendment to Indefeasible Right to Use Agreement and the State of Iowa Communications Network.

## AMENDMENT #1 TO INDEFEASIBLE RIGHT OF USE AGREEMENT

It is agreed between the Woodbury County Board of Supervisors, c/o Starcomm Public Safety Board ("Lessors") and the State of Iowa, Telecommunications and Technology Commission operating the Iowa Communications Network "I.C.N.", having a mailing address of 400 East 14<sup>th</sup> Street, Grimes State Office Building, Des Moines, Iowa 50319. ("Lessee").

WHEREAS, Lessors and Lessee (or their respective predecessors-in-interest) entered into a Dark Fiber Lease Agreement between the parties signed on or about September 5<sup>th</sup>, 2013 and went into effect on September 5<sup>th</sup>, 2013, with respect to Dark Fiber Service, between Fairmont Street and the Woodbury County 911 Center.

WHEREAS, Lessors and Lessee desire to amend the Agreement to modify the notice section thereof; and

Woodbury County, Iowa  
620 Douglas Street, Suite 104  
Sioux City, Iowa 51106

C/O Starcomm Public Safety Board  
P.O. Box 447  
Sioux City, Iowa 51102  
Phone (712) 279-6959  
Fax (712) 279-6157

And

Iowa Communications Network  
Attn: Contracting Officer  
Grimes Office Building  
400 E 14<sup>th</sup> St.  
Des Moines, IA 50319



WHEREAS, Lessors and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessors and Lessee agree as follows:

WHEREAS, Lessors and Lessee desire to amend the Term under section 5 TERM, by adding the following section:

**SECTION 5A. TERM.** Lessors hereby grant to Lessee the right, privilege and option to extend this Lease for three (3) additional “Renewal Terms” of Five (5) years; provided that the total length of all terms does not extend beyond the term of the Lease Agreement between Lessors; each with the consent and written approval from Lessors, from the end of the Initial Term, under the same terms, covenants and conditions as herein contained, provided that Lessee is not in default of any of the terms, covenants or conditions of this Lease at the conclusion of the Initial Term or any prior Renewal Term, respectively. This Lease shall automatically renew unless Lessee or Lessors gives written notice to terminate the Lease at least one hundred eighty (180) days prior to the end of the applicable term.; and

WHEREAS, Lessors and Lessee desire to amend the payment amount under section 4 by adding subsection 4. C. as follows:

**SECTION 4. C. Renewal Term Rent.** Lessee shall pay Woodbury County, Iowa, administrator of funds of Starcomm Public Safety Board, “Rent” for each month of the three (3) years for Renewal Terms as listed below in this paragraph. Each monthly Rent payment shall be due to Woodbury County, Iowa on or before the first day of each month.

- a. First Renewal Term (years 6 through 10) Rent shall be increased to \$275.00.
- b. Second Renewal Term (years 11 through 15) Rent shall be increased by 10% over the highest amount paid at the end of the first Renewal Term.
- c. Third Renewal Term (years 16 through 20) Rent shall be increased by 10% over the highest amount paid at the end of the second Renewal Term.

In all other respects, the original Fiber Lease dated September 11<sup>th</sup>, 2013 Agreement are unchanged.

IN WITNESS WHEREOF, the parties have executed this Lease agreement as of the day and year first written above.

LESSORS:

Woodbury County, Iowa

By: \_\_\_\_\_

Title: Keith Radig, Chairperson

Woodbury County Board of Supervisors

Attest: \_\_\_\_\_

Patrick Gill, County Auditor

LESSEE:

Iowa Communications Network. (Lessee)

By (Printed Name): Mark W. Johnson

Title: Chief Operating Officer

Signature: 

Attest: 

Brian Clayton, Purchasing Agent III

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

#9

Date: 8/6/19 Weekly Agenda Date: 8/20/19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** John T. Torbert

**WORDING FOR AGENDA ITEM:**

Annual Report of Iowa Drainage District Association by Executive Director John T. Torbert

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

This will be my annual report to the Board of Supervisors bringing them up to date on important issues relating to drainage that have occurred in the last year.

**BACKGROUND:**

None

**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:**

None

**ACTION REQUIRED / PROPOSED MOTION:**

None

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

**#10**

Date: 8/15/2019

Weekly Agenda Date: 8/20/2019

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

**WORDING FOR AGENDA ITEM:**

Law Enforcement Center Financial Advisors- Request For Proposals (RFP)

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Woodbury County Board Administration's Office & Building Services Department, in conjunction with Goldberg Group Architects believe it is beneficial for Woodbury County to utilize services of a financial advisor. An RFP has been drafted and reviewed by the County Attorney's Office.

A financial advisor assists when engaging in major capital projects by identifying amounts to borrow, debt structure, finance documents, obtaining favorable bond ratings, terms, and negotiating final rates.

The role of a financial advisor is to solely work in the Woodbury County Board's best interest to establish favorable financing terms in an effort to reduce finance costs on major capital projects.

**BACKGROUND:**

Woodbury County is considering the potential for a new Law Enforcement Center.

The LEC Committee, LEC Citizens Advisory Group, Building Services Department, Sheriff's Office, Architects, & Engineers over the past 4.5 years have diligently examined, investigated, and studied in detail the needs of a deteriorating 30-year aged facility operating at over capacity, originally designed for 90 inmates and currently housing 234.

Studies encompassed cost analysis to address inmate over-population, detention compliance shortfalls, equipment repairs/ replacements, and building CIP projects (\$22 million) all of which are necessary or will become apparent by way of forced emergency: air handlers which have exceeded life expectancy of 20-25 years (\$5.8 million for like replacements) may fail and facility would otherwise shut down causing enormous inmate transportation and court relocation costs exceeding \$2.9 million.

Cost comparison associated with population, compliance updates, and equipment repairs to the current facility to those of a new facility were projected following fact finding which determined costs of current facility updates (that include outsourcing inmate housing, transportation, courts relocation while work is completed) and future CIP needs combined are nearly one-half that of a brand new facility that is more energy efficient, larger, and could help pay for itself with inmate revenue rather than taxpayer dollars.

**FINANCIAL IMPACT:**

To be determined through RFP process.

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

Yes  No

**RECOMMENDATION:**

Woodbury County Board Administration & Building Services Director, in conjunction with Goldberg Group Architects recommend that the Woodbury County Board of Supervisors seek proposals (RFP) from interested financial advisors to assist the Board of Supervisors on matters of funding related to a potential Law Enforcement Justice Center.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve financial advisor Request for Proposals (RFP) document and seek proposals (RFP) from interested financial advisors.



## Request for Proposals

# Financial Advisor

For the Bond Issue Associated with the proposed

## Woodbury County Detention & Justice Center

Sioux City, IA

Issue Date: August \_\_\_\_\_, 2019

### PROJECT BACKGROUND

Woodbury County presently occupies a Detention & Justice Center, located across from its historic Courthouse on Douglas Street, Sioux City, IA. The facility was originally built in 1986 to hold 90 prisoners. Since that time, capacity has been stretched to hold 200-250 prisoners, while original building systems have deteriorated and functional layouts no longer allow adequate classification or safe, secure operations.

In 2015, the County engaged the planning services of Goldberg Group Architects, P.C. (GGA) to analyze, renovate and update its current facility, during which time, several possible Master Plans were developed, each with only limited increase in housing capacity and substantial associated costs of,

- Renovation(s) only/no increase in capacity - \$22,000,000
- Renovation(s) with 50-60 Bed increase - \$34,000,000;

after which the consultants suggested the possibility of an entirely new, free-standing 450-Bed Justice Center in order to successfully address all of the County's justice issues at once including capacity for future growth, as well as the potential to re-establish and increase the County's existing Housing agreement for Federal detainees, thereby offsetting some of the financial (tax-) burdens associated with undertaking a substantial project such as this one. Total project costs are estimated at \$49,341,000 including site-purchase/utility allowance(s).

Currently, GGA has been retained to develop more detailed preliminary plans, budgets, comparative site analysis and assist the County's financial professionals in their efforts. Mr. Goldberg can be reached at 816.233.9300 (O). The County's Financial Director, Dennis Butler, can be contacted at 712.279.6525

## GENERAL REQUIREMENTS

Woodbury County has determined that a Financial Advisor is needed for the issue of the bonds that is projected to take place in mid-2020, if approved by public referendum. These bonds will be general obligation bonds, which will be voted on in early, 2020. Assistance in the entire bonding process will be required.

Proposing firms must have experience in providing public underwriting or financial advisory services to Iowa bond issuers for either/both negotiated or competitive Public Underwriting transactions during the past fifteen (15) years.

Financial Advisors must function as independent advisors specializing in providing municipal advisory services solely on debt transactions.

## SCOPE OF SERVICES

### **Role of Financial Advisor:**

1. Serve as the County's advisor on the entire debt financing process
2. Provide independent financial advice and serve solely the interests of the County.
3. Manage the bond financing process and negotiate key business points to accomplish the County's public financing objectives
4. Work with County officials and other Project Team members to identify and finalize project budgets, funding options, timetables, closing schedules and other aspects of the financing process requiring consideration

### **Services to be provided:**

Services to be provided by the selected Financial Advisor will include, but are not limited to, the following:

#### **A. Participant Assistance:**

- Evaluate potential underwriters for a negotiated sale or define process for competitive sale,
- Evaluate and assist in securing credit enhancement if necessary,
- Evaluate trustee proposals
- Identify options and opportunities for local banks, Investment Brokerages and local investors to purchase Bonds or otherwise participate in the financing process;

#### **B. Participant Financial Condition Review**

- Evaluate participant credit quality and financial strength using typical industry standards,
- Review, evaluate and comment on adequacy of financial forecast studies,
- Prepare written report to the County regarding the feasibility of issuing the bonds and sufficiency of revenues and funds pledged to support the bonds.

**C. Public Information Activities**

- Assist with preparation of election informational materials,
- Attend public/civic meetings to assist County officials with answering questions and/or presenting funding-related information.

**D. Bond Document Participation and Review**

- Attend all organizational, document review, and special meetings related to a bond financing,
- Evaluate, advise, and consult with County officials and Bond counsel regarding financial and nonfinancial bond covenants of the bond issue,
- Assist in furnishing materials and data to rating agencies, bond insurers, and letter of credit providers,
- Assist in structuring bond transaction for competitively-sold bond issues.

**E. Official Statement Review and Preparation**

- Assist in team discussions in conjunction with counsel on form, content, and sufficiency of information in the official statement,
- Prepare the official statement in conjunction with Bond counsel for competitively sold bond issues.

**F. Pricing of Bond Issue****Competitive Sale:**

- Coordination of pre-sale publicity, call for bids, evaluation of bids, recommendations to the Board of Supervisors regarding sufficiency of bids, and awarding of bonds.

**Negotiated Sale:**

- Coordinate pricing meetings and offerings of negotiated issues,
- Recommend structure of underwriting teams; i.e.: co-managers, selling group, syndicate, etc.
- Recommend timing of bond pricing,
- Review, monitor and advise the County regarding proposed negotiated interest rates and spreads.

**G. Recommendations to the Board of Supervisors**

- Prepare and oral and written recommendation to the County for the Bond issue regarding financial feasibility, bond covenants, and pricing of the bonds.

**H. Bond Closing**

- Review closing memorandum with Bond Counsel to confirm activities at the Closing and role of each party,
- Assist participant in evaluating the investment of bond proceeds (where applicable) for construction fund, debt service, fund, escrow, etc.

**I. Special Meeting of the Board of Supervisors**

- Advise the County on post issuance changes, credit enhancement, management consultants, etc.,
- Conduct post issuance reviews (e.g., remarketing agent performance) as requested by the County,
- Provide a report to the County on the project and the bond issue sale.



**J. Post Issuance Assistance**

- Advise the County on post issuance changes, credit enhancement, management consultants, etc.,
- Conduct post issuance reviews (e.g., remarketing agent performance) as requested by the County,
- Provide a report to the County on the project and the bond issue sale.

**K. Program Development**

- Assist staff by evaluating program proposals or changes in policy.

## **PROPOSAL REQUIREMENTS**

All proposals must include each of the items identified below. All the listed criteria should be addressed completely and the submission should follow as closely as possible, the order and format in which it is listed below. These categories and criteria will be major considerations in the evaluation and determination of the most qualified and capable firm(s). Note: The sequence of listing is not intended to reflect relative weight of each category.

**1. Interest and Proposals:**

- a. A brief description of the firm, including its location, years in the business, history, and philosophy; include a brief outline of the firm's officers and executive management.
- b. Advisor shall provide a clear, concise response to the scope of service requirements set forth above.

**2. Qualifications and Experiences:**

Describe your qualifications for providing the required services and your experience relevant to the required services. Please address the following areas:

- a. Overall experience in serving as a Financial Advisor.
- b. Identify the engagements in connection with municipal financings and advisory services rendered by your firm since January 1, 2015.
- c. Identify Public financings for counties and/or municipalities over the past five (5) years in the \$20,000,000-\$60,000,000 range.
- d. Identify the law firm and attorney you propose to use as Bond Counsel.
- e. Identify particular experience with County Detention and/or Justice Center financings.

**3. Team and Availability:**

- a. Identify the individuals within your firm who would be responsible for this engagement and describe the qualifications and relevant experience for each person's named. Proposal shall identify key contact person for communication with the County on all project-related matters. In addition, identify and sub-consultants, if applicable.
- b. Proposal shall include a statement on availability and commitment of the respondent and assigned professional who will undertake the scope of services.

**4. References:**

Proposal shall include the name, address and telephone of not less than three clients for whom similar services to those described in this Request for Proposal have been performed.

**5. Disclosure:**

The Advisor will disclose any professional or personal financial interest which could be a possible conflict of interest in representing the County. Advisor shall further disclose arrangements to derive additional compensation from various investment and reinvestment products, including financial contracts.

**6. Insurance Coverage & Litigation:**

- a. Provide certificates of insurance showing the firm's current limits of liability for commercial, general, professional liability if available, workers compensation and business automobile liability.
- b. List all current and unresolved litigations, arbitrations, or mediations of the firm.
- c. List any- and all litigation formal complaints and disciplinary actions against the firm over the past five (5) years.

**7. Fee:**

The applicant will prepare a total fee statement for the proposed financing as discussed in the RFP. Include fees for Bond Counsel services. Fees stated are to cover the financial plan for the project in its entirety. **Fees are subject to- and will be made at Closing of the Bond sale.**

**8. Proposal Submission:**

Eight (8) copies of the completed proposal shall be submitted to Dennis Butler, Finance/Budget Director, in a sealed envelope(s) marked "PROPOSAL FOR FINANCIAL ADVISOR" and delivered to the address below. The deadline for submission of proposals is **2:00 pm on DAY, MONTH \_\_, 2019**. Proposals or amendments to proposals arriving after the deadline for submission will not be considered.

Woodbury County  
Attn: Dennis Butler, Finance/Budget Director  
420 Douglas St., Rm. 104  
Sioux City, Iowa 51101

The County reserves the right to request a change in any proposed sub-consultants, if applicable.

The County reserves the right to waive any irregularities and/or reject any and all submittals or to reissue the Request for Proposals.

The County is under no obligation to award a contract to any firm submitting a proposal, even if all requirements stated in this RFP are met.

The County shall not be responsible for any costs incurred in the preparation, submittal, and presentation of proposals.

All materials submitted shall become the property of the County and shall be subject to the laws and regulations relating to the disclosure of public records under applicable law. No guarantee for privacy or confidentiality is offered or implied.

By submitting a proposal in response to this RFP, the respondent accepts the evaluation process and methodology, as well as acknowledges and accepts that the determination of “the most qualified and capable” firm(s) will require subjective judgements by the County Board of Supervisors. The County reserves the right to select a vendor based on that vendor’s ability, in the County’s opinion, who will best serve the County’s needs. At the sole discretion of Woodbury County, bidder presentations may be requested before award of the contract. Thank you in advance for your interest in Woodbury County.

## END OF REQUEST FOR PROPOSALS

Sincerely,

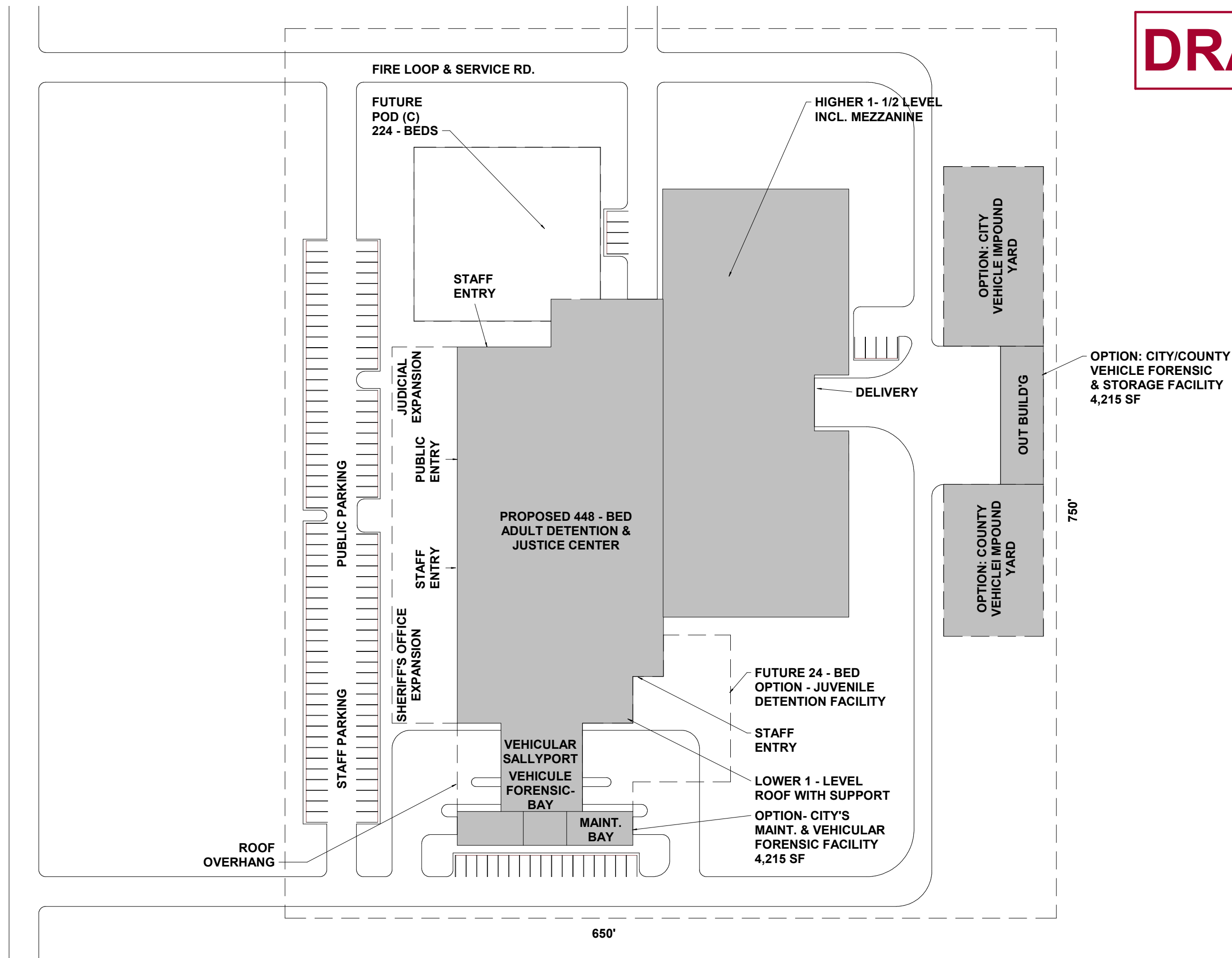
**Woodbury County Board of Supervisors**

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Hon. Keith Radig, Board Chairman

CC: Joshua Widman, Assistant Co. Attorney  
Dennis Butler, Financial Director  
Kenny Schmitz, Building Services  
(w/attach)

**DRAFT**



11.19 A

07.23.2019  
OPTION 4  
SITE PLAN

LOW-RISE SITE  
WOODBURY CO. IA.

SCHMATIC DIAGRAM. Diagram is for preliminary purposes only. It does not take into account site, grading, utilities, individual department needs, finalized bed count or budgetary issues.

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

Date: 8/15/2019 Weekly Agenda Date: 8/20/2019

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

**WORDING FOR AGENDA ITEM:**

Consider approval of plans for project number LFM-(D50)--73-97

**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:**

Plans have been completed and right of way has been obtained for grading of 250th Street south of Anthon. We request approval of the plans for letting.

**BACKGROUND:**

The county programmed the grading of 250th Street/County Route D50 as one of the projects funded by the \$1.3 million dollar per year, special project levy. The project has been somewhat delayed due to design changes and right of way acquisition, but is now ready to let to contract. The project corridor will be paved in FY 2021 or 2022 after the grade has some time to settle.

**FINANCIAL IMPACT:**

The projects are paid for with the \$1.3 million dollar per year special project levy funds.

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

Yes  No

**RECOMMENDATION:**

I recommend that the Board approve the plans for project number LFM-(D50)--73-97.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the plans for project number LFM-(D50)--73-97.



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

Date: 8/15/2019 Weekly Agenda Date: 8/20/2019

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

**WORDING FOR AGENDA ITEM:**

Approve final pay voucher for project number BRS-C097(112)--60-97, Bridge replacement on Old Highway 141 west of Bronson

**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:**

Project work has been completed for the replacement of a bridge on county route D25/Old Highway 141 west of Bronson. The project was awarded to Christensen Brothers, Inc.

**BACKGROUND:**

The county programmed the replacement of the aging bridge in FY 2018. Project work has been completed in compliance with the plans and specifications for the job. All required forms and paperwork have been submitted, the office audit is completed and the final pay voucher has been prepared by the Engineer and signed by the contractor.

**FINANCIAL IMPACT:**

This project is paid for with county farm to market and federal aid surface transportation/bridge replacement program funds. The project was awarded 80% funding from federal aid. The contract price of the project was \$952,298.15.

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

Yes  No

**RECOMMENDATION:**

I recommend that the Board approve the final pay voucher for project BRS-C097(112)--60-97.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the final pay voucher for project BRS-C097(112)--60-97.

Contract 034290

Voucher No. 15



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-C097(112)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

DATE LAST VOUCHER 03-21-19  
 MO. DAY YR.

THIS VOUCHER - - -  
 MO. DAY YR.

*Final Payment*

DAYS WORKED			RET. %	Contractor No. 07700 CHRISTENSEN BROTHERS INC CHEROKEE, IA											
TO DATE	LAST VOUCH.	AUTH.		ITEM NO.	QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	14.0	85.0	3.000												
				0010	0.900	0.900	Acre	410		900	000	000	000		
					CLEAR+GRUBB										
				0020	1682.000	2711.000	Cubic Yd	410		2711000	000	000	000		
					EXCAVATION, CL 10, RDWY+BORROW										
				0030	1536.000	1730.557	Cubic Yd	410		1730557	000	000	000		
					EXCAVATION, CL 10, CHANNEL										
				0040	488.000	491.501	Cubic Yd	410		491501	000	000	000		
					MODIFIED SUBBASE										
				0050	867.000	867.000	Ton	410		902560	000	000	000		
					GRANULAR SHLD, TYPE B										
				0060	462.400	442.889	Sq Yard	441		328889	114000	000	000		
					BRIDGE APPROACH, TWO LANE										
				0070	3038.500	3088.222	Sq Yard	441		3088222	000	000	000		
					STD/S-F PCC PAV'T, CL C CL 3, 9"										
				0080	45000.000	45000.000	Lump Sum	430		45000000	000	000	000		
					RMVL OF EXISTING BRIDGE										
				0090	449.000	449.000	Cubic Yd	430		449000	000	000	000		
					EXCAVATION, CL 20										

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

- DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION
- DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.
- DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.  
 Project approved for payment.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

\_\_\_\_\_, the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)



Contract 034290

Voucher No. 15



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-C097(112)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

DATE LAST VOUCHER 03 21 19  
 MO. DAY YR.

THIS VOUCHER       
 MO. DAY YR.

DAYS WORKED		RET. %		Contractor No. 07700 CHRISTENSEN BROTHERS INC CHEROKEE, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	<u>14.0</u>	<u>85.0</u>	<u>3.000</u>										
ITEM NO.	ITEM DESCRIPTION												
0190	<u>4.000</u>	<u>4.000</u>	Each	<u>419</u>					<u>4000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	STEEL BEAM G'RAIL BAR TRANS SECT, BA-2 21							TOTAL TO DATE					
0200	<u>4.000</u>	<u>4.000</u>	Each	<u>419</u>					<u>4000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	STEEL BEAM G'RAIL END ANCHOR, BOLTED							TOTAL TO DATE					
0210	<u>4.000</u>	<u>4.000</u>	Each	<u>419</u>					<u>4000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	STEEL BEAM G'RAIL FLRD END TERM, BA-22 5							TOTAL TO DATE					
0220	<u>870.000</u>	<u>870.000</u>	Sq Yard	<u>410</u>					<u>870000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	ENGINEER FABRIC							TOTAL TO DATE					
0230	<u>733.000</u>	<u>733.000</u>	Ton	<u>410</u>					<u>484030</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	REVTMENT, CLASS E							TOTAL TO DATE					
0240	<u>3380.400</u>	<u>3380.400</u>	Sq Yard	<u>410</u>					<u>3552813</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	RMVL OF PAV'T							TOTAL TO DATE					
0250	<u>2.000</u>	<u>2.000</u>	Each	<u>410</u>					<u>2000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	SAFETY CLOSURE							TOTAL TO DATE					
0260	<u>29.050</u>	<u>29.050</u>	Station	<u>442</u>					<u>35000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	PAINTED PAV'T MARK, WATERBORNE/SOLVENT							TOTAL TO DATE					
0270	<u>2200.000</u>	<u>2200.000</u>	Lump Sum	<u>401</u>					<u>2200000</u>	<u>000</u>	<u>000</u>	<u>000</u>	
	TRAFFIC CONTROL							TOTAL TO DATE					

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. \_\_\_\_\_  
 DATE PROJECT ENGINEER CERTIFICATION

2. \_\_\_\_\_  
 DATE CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.

3. \_\_\_\_\_  
 DATE DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

I, \_\_\_\_\_ the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)

CERTIFICATION FOR HOURS AND LABOR APPLIES ONLY TO FEDERAL PARTICIPATING PROJECT.

Contract 034290



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-C097(112)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03 21 19  
 MO. DAY YR.

THIS VOUCHER - -  
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 07700 CHRISTENSEN BROTHERS INC CHEROKEE, IA													
TO DATE	LAST VOUCH.	AUTH.		14.0	85.0	3.000	ITEM DESCRIPTION				UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING
7006	194.557	194.557	Cubic Yd	410	APPLIES TO ITEM 0030 EXCAVATION, CL 10, CHANNEL	410	000	000	000	000							
7007	1239.000	1239.000	Pound	430	APPLIES TO ITEM 0120 REINFORC STEEL, EPOXY COATED	430	000	000	000	000							
8001	36.000	36.000		430	LINEAR FOOT ITEM FULL PIER ENCASEMENT	430	36000	000	000	000							
8002	1.620	1.620		430	STABILIZING CROP	430	1620	000	000	000							
8003	1.620	1.620		430	MULCHING, MECHANICALLY-BONDED FIBER MATRIX	430	1620	000	000	000							
8004	1.000	1.000		430	MOBILIZATION	430	1000	000	000	000							
8998	-1.500	-1.500		430	LIQUIDATED DAMAGES	430	-1500	000	000	000							
8999	1.000	1.000	Lump Sum	401	STOCKPILED MATERIALS	401	000	000	000	000							

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

- DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION
- DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.
- DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.       Project records not reviewed. Recommend payment based on the project engineers certification.  
 Project approved for payment.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

I, \_\_\_\_\_ the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)

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

Date: 08/15/2019 Weekly Agenda Date: 08/20/2019

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

**WORDING FOR AGENDA ITEM:**

Discussion of proposed gravel road upgrade program

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

In response to prior discussion of the declining condition of county gravel roads, the secondary road department is proposing a road improvement program for Board consideration and funding.

**BACKGROUND:**

The secondary road department is recommending a gravel road improvement program that divides the roads into three categories: 1) Roads designated for improvement with reconstruction of the gravel road base, 2) roads that see no change in their current maintenance level, and 3) roads drawn into a level B maintenance classification as provided by county ordinance number 17.

**FINANCIAL IMPACT:**

The cost of material to cover the roads proposed for upgrade is likely to be between \$10,000,000 and \$11,000,000. The cost to haul the material to the roads is yet to be determined, but is likely to be in the \$5,000,000 to \$7,000,000 range. Road preparation will be done by secondary road staff.

**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:**

Discussion item. Feedback is requested by all board members. This project will be developed further and brought to the board for action at a later date.

**ACTION REQUIRED / PROPOSED MOTION:**

No action requested.



# Woodbury County Secondary Roads Department

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COUNTY ENGINEER  
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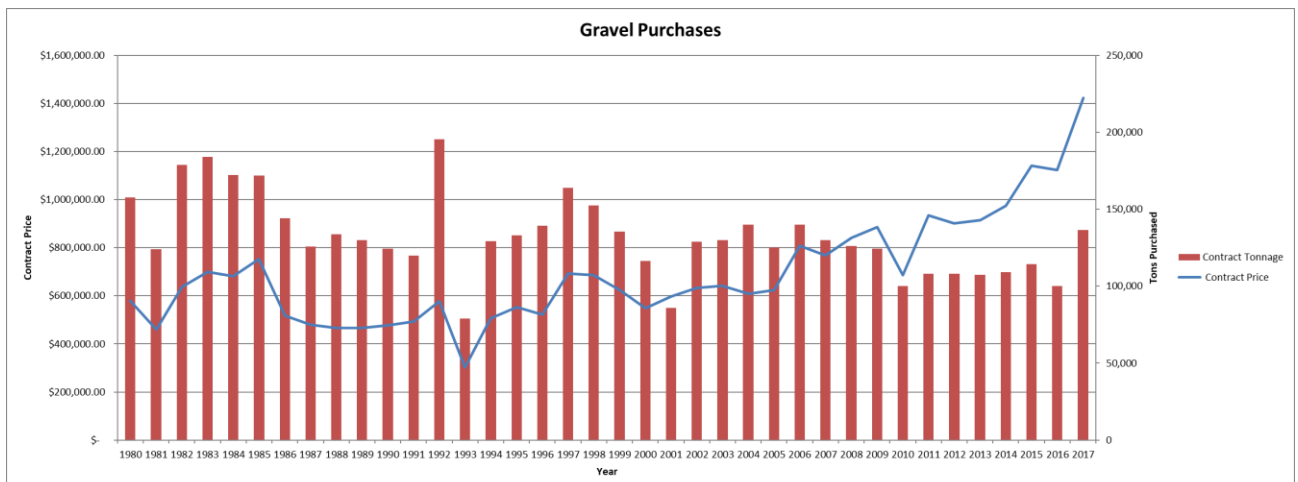
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SECRETARY  
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To: Board of Supervisors  
From: Mark Nahra, Woodbury County Engineer  
Date: August 15, 2019  
Subject: Gravel Road Improvement Program

County gravel roads have seen many years of service since they were originally improved as part of efforts to “get Iowa out of the mud” in the 1940s and 1950s. Today, county gravel roads see record truck traffic generated by increased crop yields and large confined animal facilities. Additionally, there is increased rural residential development resulting in more commuter trips and school bus traffic on rural roads. Years of reduced gravel replacement on county roads led to many complaints this spring as a wet fall and severe cold in mid-winter led deep frost penetration and unstable roads during the spring thaw. Some residents have complained that even a 1” rain in midsummer can result in muddy conditions on some of our gravel roads. The road department has been asked by the Board and public what has changed, why are roads not as good as they used to be, and what can we do to reverse the conditions.

Since the mid-1980s, the county has been gradually reducing the amount of gravel placed on county roads. Much of this reduction has been due to budget constraints caused by increased costs for material and slow growth of revenue. Senior secondary road staff reported that until the late-1980s, every gravel road received some gravel resurfacing each year. During the early 1980s, the county’s average gravel purchase was about 170,000 tons of gravel per year. During the past decade, the annual purchase has been closer to 100,000 tons of gravel per year. This is a 40% reduction in the amount of gravel purchased annually. Looking at this reduction in terms of mileage receiving gravel replacement, if we use the average of 180 tons of gravel per mile hauled each year to each road at the 1980s replacement rate, 386 miles of gravel roads per year do not receive any gravel compared to the 1980s.



The effect of this reduction in replacement gravel has been the gradual thinning of the county's gravel base on the road. County roads had 6-8 inches of gravel road base in the 1980s and early 1990s. Today most roads have only 1 ½- 2 inches of base. Without adequate base thickness, each time a road is bladed even more subbase material, or soil, is mixed into the surface gravel we have remaining on the roads, leading to the mud complaint following rain storms and making our gravel look like there is minimal larger rock fraction in our surfacing material.

Just raising gravel purchases to 1980 and prior levels does not address the problem we face today. To purchase 170,000 tons of gravel today per year would cost over \$1,800,000 per year at today's prices. Raising gravel purchases to this level at current departmental revenue levels would require that the locally funded portion of the county construction program be cut by over half, while we still have unmet bridge and culvert replacement needs. Adding only 180 tons of gravel per mile of road would help keep pace with annual losses of gravel, but would not begin to replace the lost gravel base. We would still not see better roads that county property owners expect.

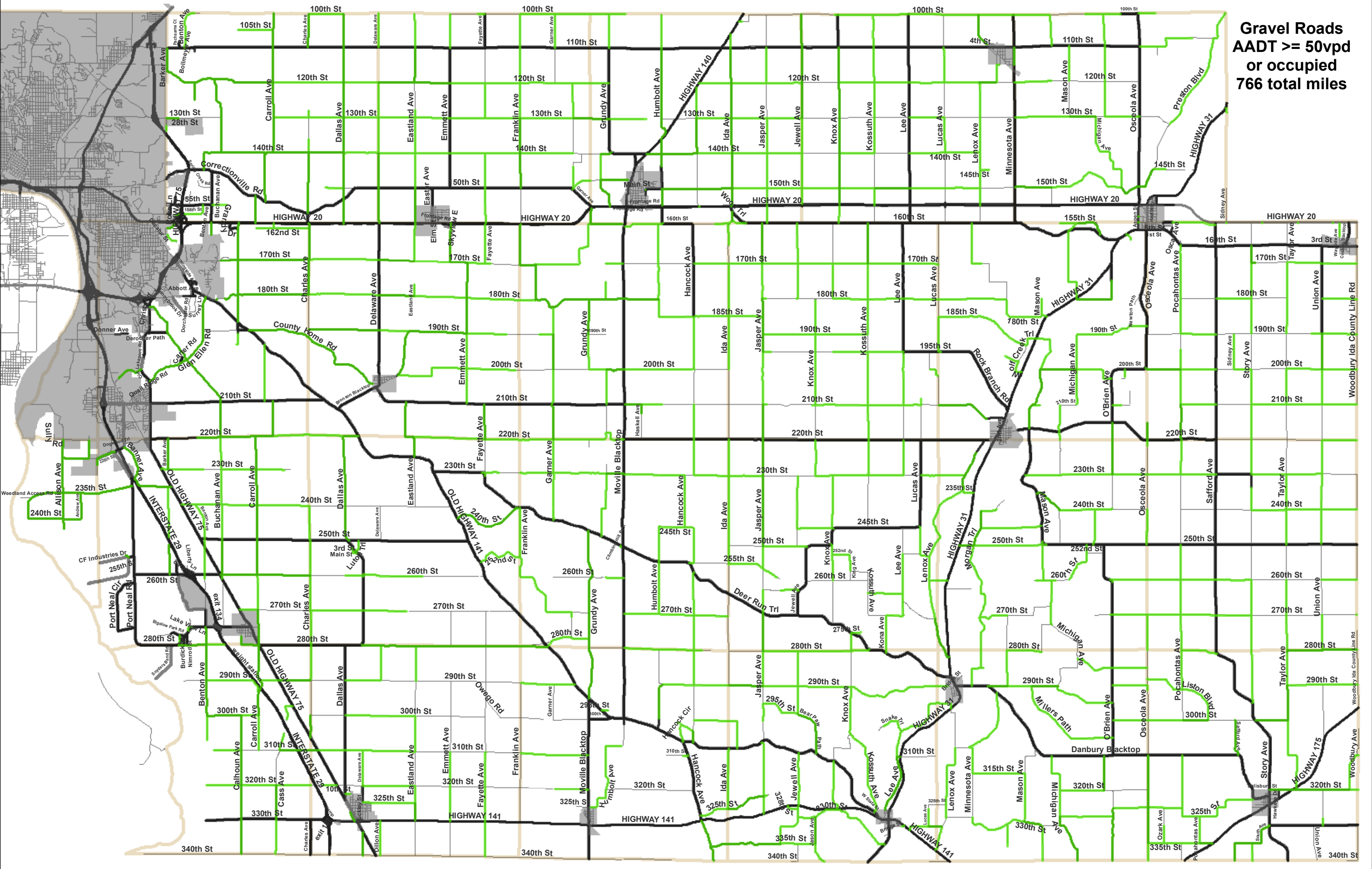
I am proposing a program that will rebuild the road base on a portion of the county gravel road system. Woodbury County has 938.3 miles of gravel roads and 63.9 miles of dirt roads. While it would be great to be able to upgrade every mile of gravel road, the cost of doing so would be prohibitive. I am proposing a gravel project which would address the needs of the most heavily used gravel roads, either based on traffic count or the presence of a residence. The proposed system would improve 766 miles of gravel roads by hauling an additional 3-5 inches of gravel base to each road that either sees a 50 vpd or higher traffic count or has a residence on the road. Part of the system, 101 miles of gravel roads, would not see any changes to the maintenance they see currently. Those roads would still see spot rock, snow removal, and blading much as they currently see. Finally, 71 miles of gravel roads would be classified along with the 63.8 miles of dirt roads and placed under County Ordinance No. 17, the minimum maintenance level B system.

		Spread	Material	Based on a					
Miles	ft/Mile	width	Added	Unit Wt of 107					
			5"	Pounds	Tons	Tons per mile	Total Price @ \$5.00/Ton	Total Price @ \$6.00/ton	Total Price @ \$7.00/Ton
770	5280	19	0.416	3438391757	1,719,195.88	2,232.72	\$ 8,595,979.39	10,315,175.27	\$ 12,034,371.15
Miles	ft/Mile	width	4"		Tons		Total Price @ \$5.00/Ton	Total Price @ \$6.00/ton	Total Price @ \$7.00/Ton
770	5280	19	0.333	2752366478	1,376,183.24	1,787.25	\$ 6,880,916.20	8,257,099.44	\$ 9,633,282.67
Miles	ft/Mile	width	3"		Tons		Total Price @ \$5.00/Ton	Total Price @ \$6.00/ton	Total Price @ \$7.00/Ton
770	5280	19	0.25	2066341200	1,033,170.60	1,341.78	\$ 5,165,853.00	6,199,023.60	\$ 7,232,194.20

At current funding levels, it would be impossible to begin to address road improvement as the expense of purchasing and trucking gravel to the roads to add even an inch of gravel to every road would exhaust the county budget without leaving funding to provide normal maintenance including the necessary blading, snow removal and other road maintenance performed by my department. Simply increasing gravel purchases to 1980 levels would also not address the gravel road base lost over the past 30 + years. As we have discussed in the board room, a \$10,000,000 gravel road improvement program would allow us to reverse the trend of a degraded gravel road system and allow the county road department to provide better roads in the future.

I look forward to discussing this program in detail with the Board.

**Gravel Roads  
AADT >= 50vpd  
or occupied  
766 total miles**





**Level B  
Candidates  
135 total miles**

