



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(FEBRUARY 18, 2020) (WEEK 8 OF 2020)**

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	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held February 18, 2020 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 9 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

3. Approval of the minutes of the February 11, 2020 meeting
4. Approval of claims
5. Board Administration – Karen James
 - a. Approval of a resolution for a tax suspension for D.H.
 - b. Approval of resolution thanking and commending Donald Haahr for his years of service with Woodbury County

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 dental insurance and have the supplemental health insurance plan
7. Juvenile Detention – Ryan Weber
Receive Juvenile Detention January population report
8. a. Receive Commission of Veteran Affairs First Quarterly Report
b. Receive Commission of Veteran Affairs Second Quarterly Report
9. County Treasurer – Michael Clayton
 - a. Approval of resolution for a tax abatement for Lake Forest Mobile Home Park
 - b. Approval of resolution for a tax abatement for Estates West

End Consent Agenda

- | | | |
|--------------------------------|--|------------------|
| 4:35 p.m.
(Set time) | 10. Public Bidder – Heather Satterwhite
a. Public hearing and sale of property parcel #864306456003 | Action |
| 4:36 p.m.
(Set time) | b. Public hearing and sale of property parcel #894730257010 (aka 2205 W. 2 nd Street) | Action |
| | 11. Human Resources – Melissa Thomas
Approval to purchase new hire export services from NEOGOV to integrate with Tyler software | Action |
| | 12. Emergency Services – Gary Brown
Review of the Emergency Services Volunteer Program | Information |
| | 13. Secondary Roads – Mark Nahra
Approval of resolution committing funds and project maintenance for Dallas Avenue road improvements | Action |
| | 14. Community & Economic Development – David Gleiser
Approval of resolution approving the Deferment of Loan Payments for the Correctionville Economic Development Corporation | Action |
| | 15. Board Administration
Public forum for questions & discussions of the Woodbury County Law Enforcement Center project, the March 3 rd public referendum, and the duties of the Intergovernmental Authority | Information |
| | 16. Reports on Committee Meetings | Information |
| | 17. Citizen Concerns | Information |
| | 18. Board Concerns | Information |
| | 19. Budget Review Discussion for FY 2021
a. WCICC - Reduce allocation by \$40,154
b. Further budget reviews | Action
Action |

ADJOURNMENT

CALENDAR OF EVENTS

- WED. FEB. 19** **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 Street, Ste. 202
- THU., FEB. 20** **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., FEB. 21** **12:00 p.m.** SHIP Board of Directors Meeting, Northwest AEA, Room G
- MON. FEB. 24** **6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUE. FEB. 25** **2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED. FEB. 26** **2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., FEB. 27** **11:00 a.m.** Siouxland Regional Transit Systems Board Meeting, SIMPCO Office, 1122 Pierce St.
- MON., MAR. 2** **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUE., MAR. 3** **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., MAR. 4** **7:30 a.m.** SIMPCO Executive-Finance Committee, Kahill's Resturant
- 9:00 a.m.** Loess Hills Alliance Protection Committee Meeting, Pisgah, Iowa
- 10:30 p.m.** Loess Hills Alliance Stewardship Committee Meeting
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.** Loess Hills Alliance Executive Meeting, Pisgah, Iowa
- THU., MAR. 5** **10:00 a.m.** COAD Meeting, The Security Institute
- 12:00 p.m.** SIMPCO Regional Policy & Legislative Affairs Committee Meeting, 1122 Pierce St.
- WED., MAR. 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
- THU., MAR. 12** **12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
- WED., MAR. 18** **12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- THU., MAR. 19** **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., MAR. 20** **12:00 p.m.** Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G

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.

FEBRUARY 11, 2020, SEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, February 11, 2020 at 4:00 p.m. Board members present were Ung, Pottebaum, and Radig; De Witt was absent. Staff members present were Karen James, Board Administrative Assistant, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Resources Director, Dennis Butler, Budget/Tax Analyst, and Patrick Gill, Auditor/Clerk to the Board.

- 1a. Motion by Ung second by Pottebaum to approve to allocate \$44,295 from non-tax gaming revenues to one-time equipment costs: \$35,973 to General Basic and \$8,322 to General Supplemental. Carried 3-0.

Motion by Ung second by Radig to approve to allocate \$90,285 from non-tax gaming revenues to offset and decrease the rural-only tax rate. Carried 3-0.

Motion by Ung second by Radig to reduce the allocation to the self liability insurance fund in General Supplemental by \$100,000. Carried 3-0.

- 1b. Motion by Pottebaum second by Ung to approve improvement request by Conservation for Interpretive Naturalist full time position in the amount of \$71,707.39 from General Basic. Carried 2-1; Radig was opposed.

- 1c. Further budget reviews if there are any.

Motion by Radig second by Ung to receive the Compensation Board recommendations. Carried 3-0. Copy filed.

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

- 2. There were no citizen concerns.

- 3. Motion by Ung second by Radig to approve the agenda for February 11, 2020. Carried 3-0. Copy filed.

Motion by Ung second by Radig to approve the following items by consent:

- 4. To approve minutes of the February 4, 2020 meeting. Copy filed.

- 5. To approve the claims totaling \$478,985.04. Copy filed.

- 6a. To approve the reclassification of Alexander Jensen, Civilian Jailer, County Sheriff Dept., effective 01-29-20, \$23.84/hour, 15%=\$3.17/hr. Per CWA Civilian Officers Contract agreement, from Class 2 to Senior Class due to 4 years employment and Bachelor's Degree; and the reclassification of Melissa Thomas, Director, Human Resources Dept., effective 02-10-20, \$79,907.77/year, 7.25%=\$5,401.69/yr. Salary Increase. Copy filed.

- 6b. To approve the tentative agreement reached with AFSCME regarding the contract between Woodbury County and Woodbury County Courthouse Employees, the Assistant County Attorneys, and Juvenile Detention. Copy filed.

- 7. To approve the application for a 8-month, Class C Liquor License (LC)(Commercial), with Outdoor Services and Sunday sales privileges, for the Foot Wedge Lounge, Sloan, IA, effective 04/01/20 through 11/01/210. Copy filed.

Carried 3-0.

- 8. Motion by Ung second by Radig to approve the modification of Woodbury County's vehicle comprehensive/collision insurance. Carried 3-0.

Motion by Radig second by Ung to receive letters of support. Carried 3-0. Copy filed.

- 9. The Board discussed the Woodbury County Law Enforcement Center project, March 3rd public referendum, and the duties of the Intergovernmental Authority. Copy filed.

- 10. The Board heard reports on committee meetings.

11. There were no citizen concerns.

12. Board concerns were heard.

The Board adjourned the regular meeting until February 18, 2020.

Meeting sign in sheet. Copy filed.

#5a

**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: February 12, 2020

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

Thank you.

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Donald Haahr

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Donald Haahr has capably served Woodbury County as an employee of the Conservation Department for 43 years from February 1, 1977 to March 1, 2020; and

WHEREAS, the service given by Donald Haahr as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Donald Haahr for his years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Donald Haahr.

BE IT SO RESOLVED this 18th day of February 2020.

WOODBURY COUNTY BOARD OF SUPERVISORS

Matthew A. Ung, Chairman

Keith W. Radig, Member

Marty Pottebaum, Member

Rocky L. De Witt, Member

Attest:

Patrick F. Gill, Woodbury County Auditor

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: February 18, 2020

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Lead Custodian	AFSCME Courthouse: \$15.87/hour or per contract language		
County Treasurer	Clerk II	AFSCME Courthouse: \$16.84/hour		

Chairman, Board of Supervisors

To: Woodbury County Board of Supervisors

From: Michael Clayton

Date: February 12, 2020

Subject: Hire Clerk II Motor Vehicle

I am requesting authorization to hire a Clerk II Tax as a replacement for Nicole Kline. Nicole has resigned effective 2/21/2020.

Thank you for your time and consideration.

Michael R. Clayton
Woodbury County Treasurer

cc Human Resources

Dr. Sims,

I am retiring after
MARCH 1, 2020. I would like
to continue my delta dental insurance
through the family's benefit plan
after my retirement. I would also
like to purchase the 765 Retiree
supplement w/ united health care.

Thank you,

Donald Hardin
CONSERVATION

January Population

Catch and Releases

19

Woodbury County Holds

1. 71 days 17 hours
2. 44 days 5 hours
3. 16 days 19 hours Adult (still in detention)
4. 16 days 19 hours (still in detention)
5. 6 days 23 hours

Omaha Nation Holds

1. 6 days 8 hours
2. 18 hours 30 minutes
3. 31 days 23 hours
4. 5 days 4 hours

BIA Holds

1. 69 days 14 hours
2. 56 days 8 hours (still in detention)
3. 56 days 8 hours (still in detention)
4. 9 days 6 hours

5. 7 days 13 hours
6. 36 days 8 hours (still in detention)
7. 36 days 8 hours (still in detention)
8. 3 days
9. 2 days 13 hours
10. 13 days 20 hours
11. 2 days 19 hours
12. 3 days 20 hours
13. 18 hours
14. 7 days 2 hours
15. 2 days 10 hours
16. 14 days 5 hours (still in detention)
17. 3 days

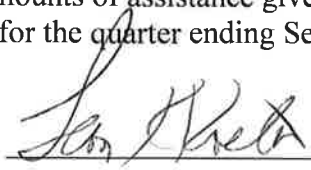
OUT Of County


1. Monona County 12 days 17 hours
2. Dixon County 34 days 7 hours (Still in detention)

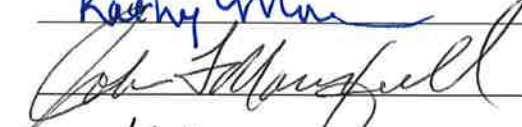
QUARTERLY REPORT
COMMISSION OF VETERAN AFFAIRS

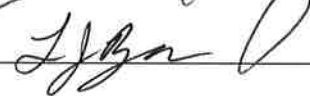
STATE OF IOWA
WOODBURY COUNTY

We, the undersigned, members of the Commission of Veteran Affairs, hereby certify that the following is a correct statement of the initials and amounts of assistance given to persons entitled to relief under Chapter 35 of the Code of Iowa, and for the quarter ending September 30, 2019 – 1st Quarter (July, August and September 2019).









Members of Veteran Affairs Commission

VETERAN	ASSISTANCE AMT
1080	\$355.00
1110	\$2,240.00
1135	\$1,371.09
1167	\$963.01
1169	\$700.00
1170	\$298.54

TOTAL ASSISTANCE FY 19 – 20 1st QUARTER: \$ 5,927.64

QUARTERLY REPORT
COMMISSION OF VETERAN AFFAIRS

STATE OF IOWA
WOODBURY COUNTY

We, the undersigned, members of the Commission of Veteran Affairs, hereby certify that the following is a correct statement of the initials and amounts of assistance given to persons entitled to relief under Chapter 35 of the Code of Iowa, and for the quarter ending December 31, 2019 – 2nd Quarter (October, November and December 2019).

Jan K Krite

Kathy

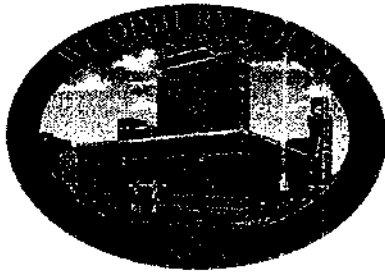
Phil Mansfield

LJB

Members of Veteran Affairs Commission

VETERAN	ASSISTANCE AMT
1116	\$453.22
1135	\$1,879.79
1167	\$91.46
1171	\$1,000.00
1172	\$1,000.00
1173	\$369.94
1174	\$1,000.00
Driver Dinner	\$597.20

TOTAL ASSISTANCE FY 19 – 20 2nd QUARTER: \$ 6,391.61



Michael R. Clayton
Treasurer of Woodbury County
Property Tax
822 Douglas Street Suite 102
Sioux City, IA 51101
712-279-6495

February 7, 2020

Board of Supervisors,

The following mobile homes need to have taxes abated since they are abandoned & uncollectible.

Lake Forest Mobile Home Park (3700 28th St) Lot #450
1981 Moduline VIN-64311AB

\$92.00

Estates West (104 W 8th St-Sergeant Bluff) Lot #218
1989 Cutlass VIN-04510400Y

\$599.00 (delq taxes & county held tax sale)

Thank you,

Woodbury County Treasurer

WOODBURY COUNTY, IOWA

RESOLUTION #

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Lake Forest Mobile Home Park is the titleholder of a mobile home VIN 64311AB located in Woodbury County, Iowa and legally described as follows:

VIN 64311AB 1981 Moduline

WHEREAS, the above-stated mobile homes have taxes payable including special assessments and the mobile homes are owned by Lake Forest Mobile Home Park.

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale.

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

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 18th day of February, 2020.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor/Recorder

Matthew Ung, Chairman

WOODBURY COUNTY, IOWA

RESOLUTION #

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Estates West is the titleholder of a mobile home VIN 04510400Y located in Woodbury County, Iowa and legally described as follows:

VIN# 04510400Y 1989 Cutlass

WHEREAS, the above-stated mobile home has taxes payable including special assessments and the mobile home is owned by Estates West

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale.

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

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 18th day of February, 2020.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor/Recorder

Matthew Ung, Chairman

RESOLUTION #

NOTICE OF PROPERTY SALE

Correcting previous property sale notice from 12/23/19 as legal description was not correct

Parcel #864306456003

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

Vacated Lots Twelve and Thirteen (12 & 13) Block Three (3) Horton's Addition in 6-86-43, in the City of Oto and Woodbury County, Iowa

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **18th Day of February, 2020 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate on the **18th Day of February, 2020**, immediately following the closing of the public hearing to **Kevin Rayevich only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to **Kevin Rayevich only for consideration of \$763.00 plus recording fees.**
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

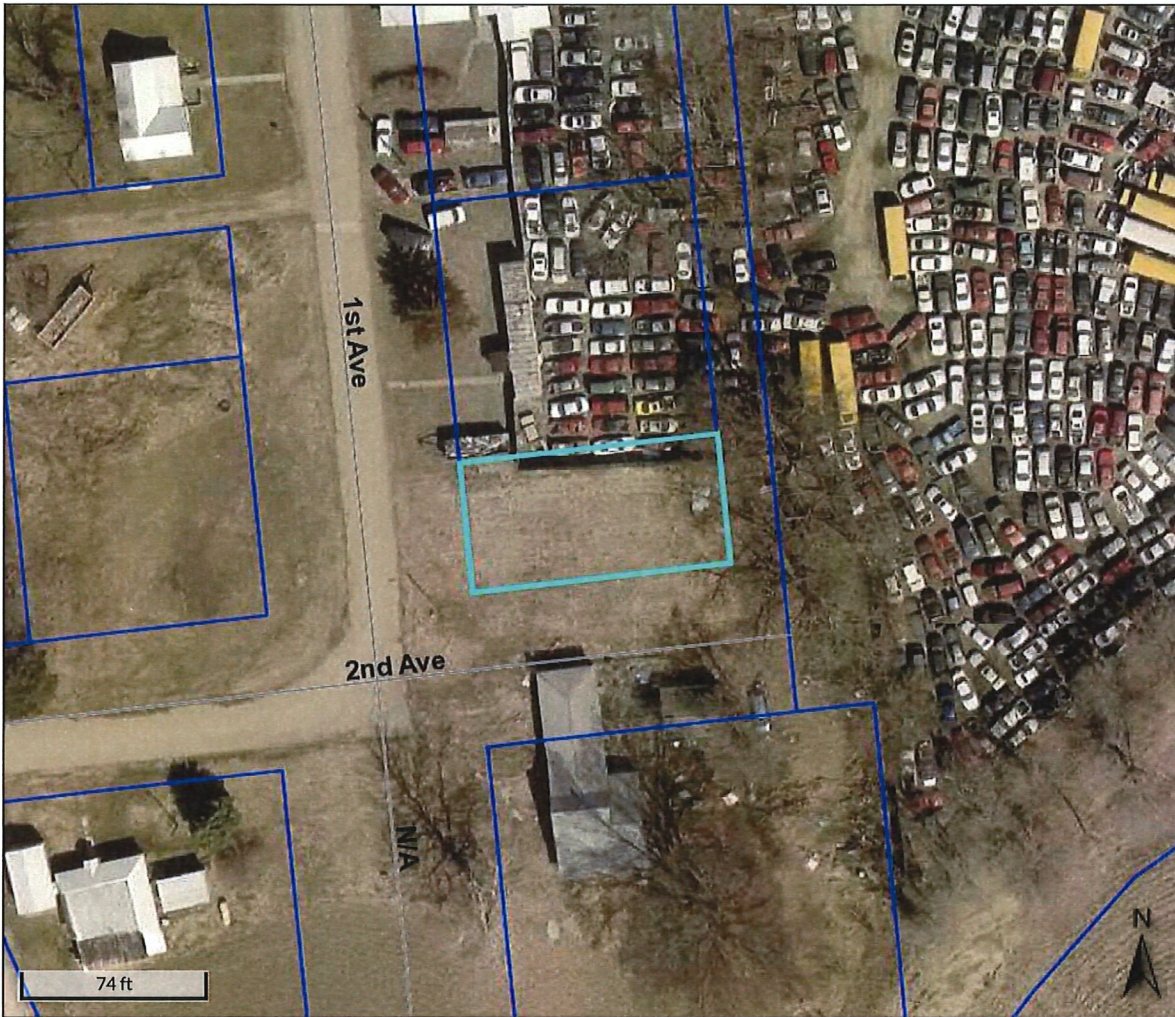
Dated this 4th Day of February, 2020

ATTEST:

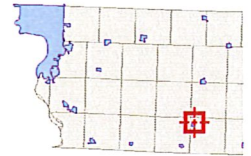
WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	864306456003	Alternate ID	625140	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	6-86-43	Class	R		620 DOUGLAS
Property Address	2ND AVE	Acreage	n/a		SIOUX CITY IA 51101
	OTO				
District	0067				
Brief Tax Description	HORTONS ADDN VAC LOTS 12-13 BLK3 6-86-43				
	(Note: Not to be used on legal documents)				

Date created: 1/23/2020
 Last Data Uploaded: 1/22/2020 7:00:08 PM

Developed by  **Schneider**
 GEOSPATIAL

RESOLUTION #

NOTICE OF PROPERTY SALE

Correcting previous property sale notice from 11/7/17 as legal description was not correct

Parcel #894730257010

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

**E Four (4) feet of Lots Eleven & Twelve (11 & 12) in Block 20, Hornicks 2nd Addition, City of Sioux City, Woodbury County, Iowa
(2205 W. 2nd Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **18th Day of February, 2020 at 4:36 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate on the **18th Day of February, 2020**, immediately following the closing of the public hearing to **Jose Sanchez & Teresa Sanchez only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to **Jose Sanchez & Teresa Sanchez only for consideration of \$525.00 plus recording fees**.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

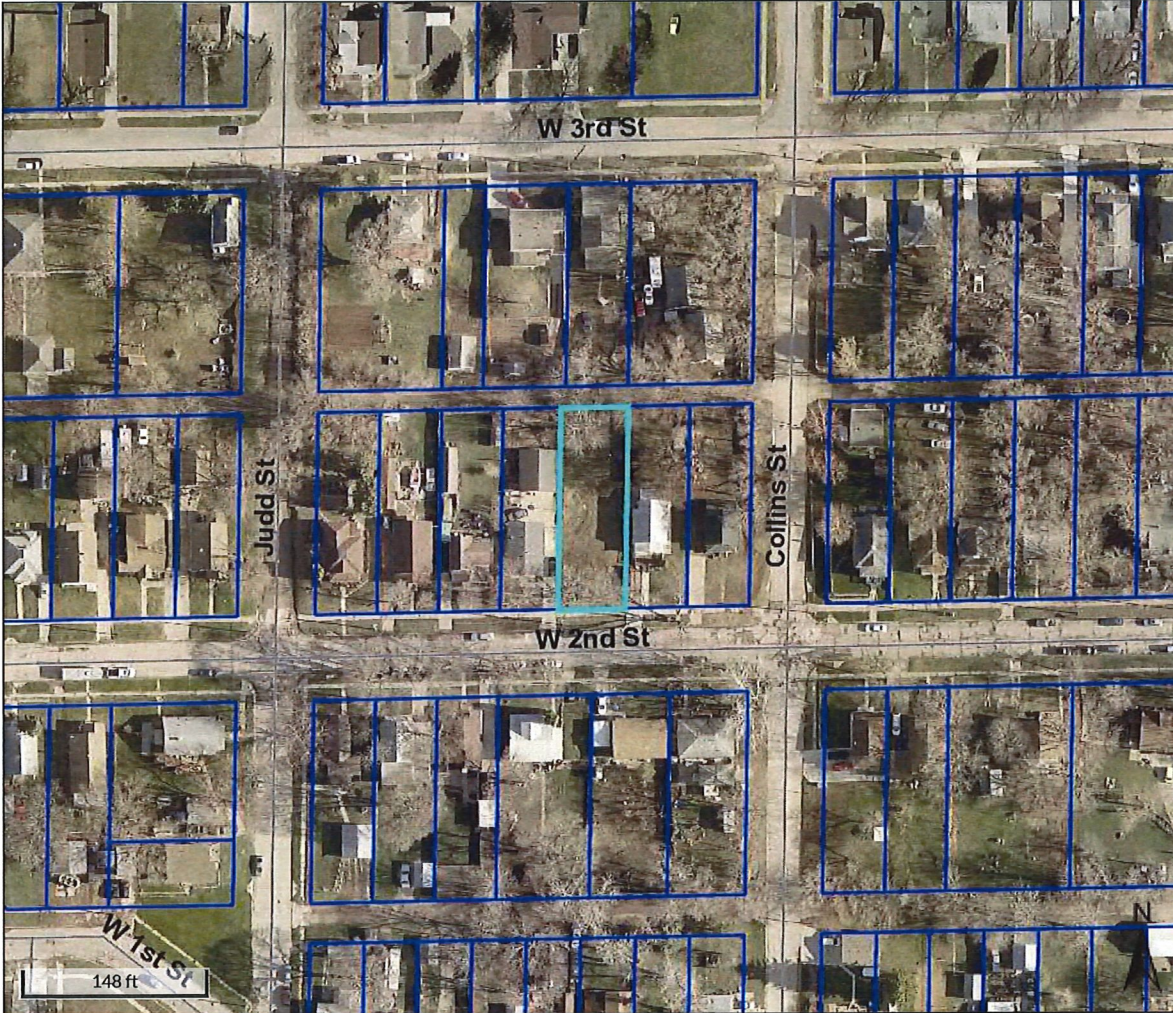
Dated this 4th Day of February, 2020

ATTEST:

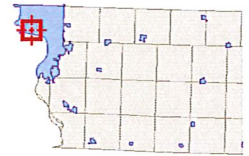
WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894730257010	Alternate ID	263610	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	2205 W 2ND ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	HORNICKS 2ND E 4 FT LOT 11 & LOT 12 BLK 20				
	(Note: Not to be used on legal documents)				

Date created: 1/30/2020
 Last Data Uploaded: 1/29/2020 7:09:23 PM

Developed by  Schneider
 GEOSPATIAL

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

#11

Date: 01/15/2020 Weekly Agenda Date: 02/18/2020

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas and Michelle Skaff

WORDING FOR AGENDA ITEM:

Approval to purchase new hire export services from NEOGOV to integrate with Tyler software

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This integration will automatically transfer selected employee data that is collected during the application process into the Tyler system.

BACKGROUND:

By automatically creating a new employee record and being able to add desired fields, we will save a great deal of time from entering manually and also minimize the chance of errors.

FINANCIAL IMPACT:

Non-recurring set up fee \$3,000
Annual Fee \$1,500

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 motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the purchase of integration services from NEOGOV.

NEOGOV™

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their respective duly authorized officers as of the date set forth below, and consent to the Agreement.

Customer	Governmentjobs.com, Inc. (DBA "NEOGOV")
Entity Name:	
Signature: _____	Signature: _____
Print Name:	Print Name:
Date:	Date:

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

#12

Date: 02/10/2020 Weekly Agenda Date: 2/18/2020

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Gary Brown, Director of Emergency Services

WORDING FOR AGENDA ITEM:

Review the Emergency Services Volunteer Program.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Woodbury County Emergency Services was asked to provide a review of the current Volunteer Program.

BACKGROUND:

In January of 2017, Emergency Services working with the Woodbury County Human Resource Department came to the Woodbury County Board of Supervisors and requested approval to reestablish their Volunteer Program. They established basic policies for the program (see attached). Within these policies it was added they must successfully complete all new hire requirements of the HR Department.

FINANCIAL IMPACT:

There is no actual fiscal impact other than the cost of the new hire 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:

The recommendation is that Woodbury County Emergency Services continue as they have with the Volunteer Program as they have since January 2017.

ACTION REQUIRED / PROPOSED MOTION:

No action required at this time, informational only.



WOODBURY COUNTY

EMERGENCY SERVICES



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

Volunteer Program

The Goal

The main goal of the **Woodbury County Emergency Services Program** is to provide EMS responders an opportunity to gain hands on experience, in a safe and professional environment. While doing so encourage these individuals to the possibilities of advanced training in the emergency response field.

- Must have **ALL** current certifications & trainings minimum of an EMR or EMT skill level or higher
 - According to Iowa Department of Public Health Bureau of Emergency & Trauma Services,
 - According to Woodbury Counties Medical Director & Director
- Must have letter of acknowledgement from chief or director of community service
- Must complete Volunteer Application with Directors approval
- Must complete all new hire requirements of Woodbury County Human Resource Department
- Volunteers must commit to a minimal of 8 hours monthly to continue their Volunteer status
- All Volunteers answer to the Woodbury County Emergency Services Director
- Must complete ALL areas of Woodbury County Emergency Services Orientation
 - Personnel Files & Documentation
 - Protocols, CQI Policy, Pharmacy Policy, HIPPA
 - Vehicle and Response Equipment
 - Communications
 - Facility Guidelines and Maintenance
 - Roles & Responsibilities
- Volunteer hours must be scheduled and approved by the Director
 - Monday-Friday 7pm to 10pm
 - Saturday & Sundays 8am-10pm
 - Schedules are subject to change by direction of the Director for Special Events
- Volunteers will be required to purchase and wear a collared polo shirt and Dark Blue EMS pants and appropriate footwear.
- While Volunteers are responding as part of the Woodbury County Emergency Services Department, must be clean, well-groomed, hair must be cut above the ears and/or off the collar
- Volunteer status can be revoked or withheld at any time per the direction of Director

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

#13

Date: 2/13/2020 Weekly Agenda Date: 2/18/2020

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

WORDING FOR AGENDA ITEM:

Consider a resolution for the commitment of funds and project management for SRTPA RPA funding applications

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The county engineer has prepared an application for SRTPA PRA funds for work on Dallas Avenue between Sloan and 280th Street. This resolution supports that application.

BACKGROUND:

The county road department is programming the improvement of Dallas Avenue north of Salix for construction season 2023-2024. The 40+ year old, 6" PCC Pavement is heavily patched and reaching the end of its useful life. The county is seeking RPA funds to assist with the cost of replacing the existing pavement.

FINANCIAL IMPACT:

This is a \$3 million project paid for by a combination of RPA funds and Woodbury County Farm to Market funds. The county is requesting \$1,500,000 in funding from the RPA.

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

Yes No

RECOMMENDATION:

I recommend that the Board sign the resolution committing funds and project maintenance for Dallas Avenue road improvements.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution committing funds and project maintenance for Dallas Avenue road improvements.

COMMITMENT OF FUNDS AND PROJECT MAINTENANCE
RESOLUTION

RESOLUTION NO. _____

WHEREAS: The Board of Supervisors is submitting application to the SRTPA RPA Surface Transportation Program for the following project in FY 2024, and

**County Hwy K42 – Dallas Avenue
PCC Pavement Replacement**

NOW, THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that County Engineer is directed to submit application for the above captioned project, that the Board of Supervisors will dedicate the local match funding for the project, and that Woodbury County will maintain the completed project for its intended public use for a minimum of 20 years following project completion.

Passed and approved this 18th day of February, 2020.

Matthew Ung, Chairperson
Woodbury County Board of Supervisors

Attest:

Patrick Gill
Woodbury County Auditor

SIouxLAND REGIONAL TRANSPORTATION PLANNING
ASSOCIATION

FY 2024

**SURFACE TRANSPORTATION BLOCK GRANT
REQUEST FOR PROPOSALS**

Due Date: February 21, 2020

Return To:

Alejandra Quintana, Regional Planner
Siouxland Interstate Metropolitan Planning Council
1122 Pierce St.
Sioux City, Iowa 51105
Fax 712.279.6920
Alejandra@simpco.org

PLEASE NOTE THAT IT IS NOT THE INTENTION OF SIMPCO TO COMPLETE THIS REQUEST FOR PROPOSALS FOR THE APPLICANT AGENCY(IES). **THIS SELECTION PROCESS IS NOT AN EXERCISE IN GRANTSMANSHIP, BUT RATHER A COMPARISON OF PROJECT FACTS.**

ALL SURFACE TRANSPORTATION BLOCK GRANT PROJECTS PROPOSED MUST BE CONSISTENT WITH THE *SIouxLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION (SRTPA) LONG-RANGE TRANSPORTATION PLAN (LRTP)*.

SIMPCO STAFF WILL BE AVAILABLE TO ANSWER ANY QUESTIONS ABOUT THE REQUEST FOR PROPOSALS AND OFFER INPUT TO ASSIST YOU. IF YOU DESIRE ADDITIONAL INFORMATION OR WOULD LIKE TO DISCUSS THE APPLICATION, PLEASE CONTACT:

Joe Surdam, Regional Planner, at 712.279.6286

**PROPOSAL FOR
SIOUXLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION
FY 2023 SURFACE TRANSPORTATION BLOCK GRANT PROGRAM**

CHECKLIST: The following items must be provided for all Surface Transportation Block Grants.

- x This project will utilize SWAP dollars
- x Surface Transportation Block Grant Proposal
- x Surface Transportation Block Grant Location Map(s)
- x Resolution from a Sponsoring Governmental Entity
 - Commitment of funds
 - Statement on project maintenance

Applicant Agency: **Woodbury County**

Sponsor (required): Woodbury County

Contact (name & title): **Mark J. Nahra, P.E., Woodbury County Engineer**

Complete Mailing Address: **759 E. Frontage Road**

City: **Moville**

State: **Iowa**

Zip: **511039**

Phone: **712-873-3215**

Fax: **712-873-3235**

Email: **mnahra@woodburycountyiowa.gov**

Additional Agencies if Multi-Jurisdictional:

Project Title: **K42 PCC Inlay Project**

Project Description: **K42 PCC pavement replacement. Remove existing pavement and place new 8" PCC pavement on K42 from K45 to D53 intersection**

Land Acquisition: **0** acres

Is this project currently in the Long Range Transportation Plan? x Yes No

1. Provide a brief description of the project area. Include a map with the area proposed to be improved showing any existing and future structures.

Remove existing pavement and place new 8" PCC pavement on K42 from the intersection of K45 and K42 to the east K42 and D53 intersection.

2. Project Budget:

Item		Cost	
Estimated Construction Cost		\$3,000,000	
Local Share	\$1,500,000	Surface Transportation Fund Request	\$1,500,000
Local % of Project	50%	Federal % of Project	50%

****Note that only 80% of construction costs are eligible for funding***

3. Describe to what extent other components of the project have been completed or implemented and the funding to date for those components.

The county paved D53 in 2013 to the K42 intersection. This work was done with county FM funds. While we have been patching the K42 pavement using local funds, the existing pavement is very rough and the existing pavement slabs are faulted in many areas due to heavy loads larger than the 6" pavement was designed to carry. The road receives heavy loads servicing two large dairy operations and serving as a direct haul to the elevator and RR grain loading facility in Sloan.

4. List state, regional, or local plans or processes which have recognized this project as a priority.

SRTPA long range transportation program.

5. Describe economic and environmental impacts of the project, listing benefits and drawbacks to the region. The paving operation will temporarily disrupt business and transportation along K42. There is an Iowa DOT shed that will have to work around the paving operation during construction. There should be minimal environmental impact as all work will be done within the existing ROW corridor.

6. Work plan and schedule for project completion including a current project status. Proposing a spring 2024 letting for summer 2024 construction.

7a. Is there a need to coordinate with another planning region in the programming and/or implementation of this project?

Yes x No

7b. If yes, list other counties involved:

7c. If yes, please describe the interaction needed and steps taken in that direction.

8. What are the most recent Average Annual Daily Traffic and the projected Average Annual Daily Traffic?

2015 **210** AADT

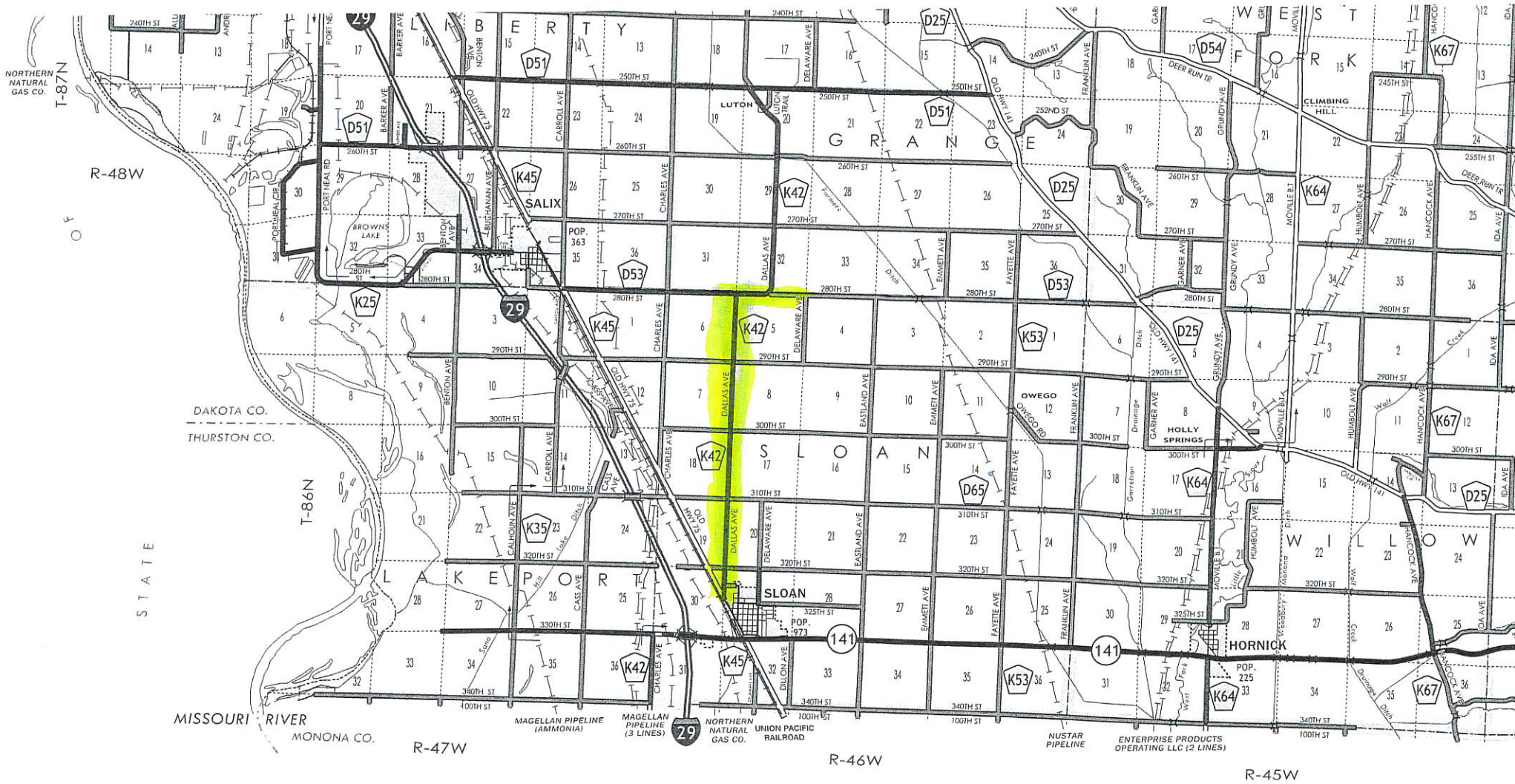
2035 **300** AADT

AADT 20% Trucks

AADT **20** % Trucks

9. What is the Federal Functional Classification for the road?

Minor Collector



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

#14

Date: 2/13/20 Weekly Agenda Date: 2/18/20

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: David Gleiser, CED Director

WORDING FOR AGENDA ITEM:

Resolution Approving the Deferment of Loan Payments

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The Board of Supervisors (BOS) will vote on a resolution to defer the loan payments for the Correctionville Economic Development Corporation (CEDCORP).

BACKGROUND:

In 2013 the BOS approved a loan to CEDCORP for \$125,000 to construct a new grocery store building (10-yr term, 2% fixed). In 2018 the BOS approved CEDCORP's request to modify the loan agreement and re-amortize the principal balance of \$66,741 for an additional 5 years. The store operator, MacDawn Enterprises, LLC closed in April 2019 and entered foreclosure. CEDCORP has since made all its monthly loan payments on time. They have recently enlisted a Commercial Realtor to sell the building and remaining assets to satisfy their obligation to the county. They request the deferment of their loan payments until the building is sold and they are able to pay the balance in-full.

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:

Approve the resolution.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution.

**WOODBURY COUNTY, IOWA
RESOLUTION NO. _____**

RESOLUTION APPROVING THE DEFERMENT OF LOAN PAYMENTS

WHEREAS, Woodbury County, Iowa (the “County”) has received a formal request from the Correctionville Economic Development Corporation (CEDCORP) to suspend monthly loan payments, which shall include principal, interest, and the total balance due, in the amount of \$56,002.92 (the “Obligation”), until such time that CEDCORP successfully sells the mortgaged asset located at 319 5th Street, Correctionville, IA 51016, or is able to satisfy in-full its Obligation to the County; and

WHEREAS, CEDCORP has been forthright and diligent in their efforts to meet their Obligation with the County as evidenced in the Promissory Note dated April 9, 2013 and the Modification of Promissory Note dated April 18, 2018; and

WHEREAS, upon the occurrence of default and the foreclosure of MacDawn Enterprise, LLC, grantee and mortgagee with CEDCORP, has since created a financial hardship for CEDCORP; and

WHEREAS, the County hereby finds and determines that it is a public benefit to and in the best interest of all parties involved to approve the deferment of CEDCORP’s loan payments due to the County pending sale of the mortgaged asset;

NOW, THEREFORE, BE IT RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS:

1. The recitals set forth in the preamble hereof are incorporated herein and shall have the same force and effect as if set forth in this Section.
2. The deferment of loan payments, in substantially the form presented at this meeting, is hereby approved.
3. The provisions of the Promissory Note will remain in full force and effect. Deferment of the payments due pursuant to this Resolution does not constitute a waiver of the Obligation by the County or limit its right to re-assert any of its rights under the agreement.
4. This Resolution shall become effective immediately upon adoption.

Dated this 18th day of February 2020.

WOODBURY COUNTY BOARD OF SUPERVISORS

Matthew Ung, Chairman

Keith Radig, Vice-Chairman

Rocky DeWitt

Marty Pottebaum

Attest:

Patrick Gill, County Auditor

WOODBURY COUNTY, IOWA
PROMISSORY NOTE

Amount: \$125,000.00
Maturity Date: May 1, 2023

Date: April 9, 2013

For value received, the undersigned, CEDCORP, INC., an IRS 501 (c)(3) non-profit corporation, with principal offices at 1307 Megan's Way, Correctionville, IA 51016, promises to pay to the order of the Woodbury County, Iowa, c/o Dennis Butler, with principal offices at 620 Douglas Street, County Courthouse, Sioux City, IA 51101, or at the holder's option, at such other place as may be designated from time to time by the holder, the sum of One Hundred Twenty-Five Thousand--and--No/100's Dollars (\$125,000.00) with interest thereon from the date first written above at the rate of two percent (2%) per year until paid in full, the first payment of \$1,151.59 to be made on June 1, 2013, to be followed by principal and interest in the sum of \$1,151.59 on the 1st of each month thereafter for 118 months and a final payment of \$1,151.48 to be made on May 1, 2023.

Payment shall be applied first to interest; any balance thereof to be applied on principal. Payment of any installment of principal or interest owing on this Note may be made prior to the maturity date without penalty.

Principal and interest not paid when due shall draw interest at the rate of fifteen percent (15%) per annum.

If default is made in the payment of this Note, or if Debtor fails to perform any covenant, promise or condition of any other Note, obligation or agreement with the holder, or if holder believes itself insecure, the entire principal and accrued interest shall at once become due and payable without notice at the option of the holder of this Note, and thereupon the undersigned agrees to pay all costs of collection, including attorney fees. Failure to exercise these options shall not constitute a waiver of the right to declare the entire principal amount of this Note and interest thereon due and payable at once at any subsequent time.

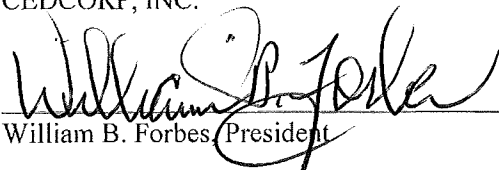
This Note is secured by all existing and future security interests contained in Security Agreements between the maker(s) and holder, or holder and any endorser, surety or guarantor of this Note, including, but not limited to, that certain Security Agreement dated April 9, 2013, between the maker(s) and holder and payment may be accelerated according to any of them.

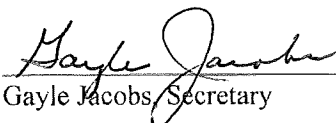
Without affecting the liability of any maker, endorser, surety or guarantor, the holder may, without notice, renew or extend the time for payment, accept partial payments, release or impair any collateral which is secured for the payment of this Note or agree not to sue any party liable. Any maker, endorser, surety or guarantor further agrees that the holder is not required to first resort for payment to any collateral.

Presentment, demand, protest, notice and diligence in bringing suit against any party are hereby waived by all persons signatory hereto, either as makers, endorsers, sureties or guarantors.

The undersigned acknowledges receipt of a copy of this document.

CEDCORP, INC.

By: 
William B. Forbes, President

By: 
Gayle Jacobs, Secretary

MODIFICATION OF PROMISSORY NOTE

This MODIFICATION OF PROMISSORY NOTE ("Modification") is made and entered into on April 18, 2018 by and among CEDCORP, INC. ("Borrower") and Woodbury County, Iowa ("County").

WHEREAS, County agreed to lend to Borrower an amount not to exceed One Hundred Twenty-Five Thousand--and--No/100's Dollars (\$125,000.00) ("Loan"), which Loan is evidenced by a certain Promissory Note dated April 9, 2013 in the face amount of One Hundred Twenty-Five Thousand--and--No/100's Dollars (\$125,000.00) ("Note").

WHEREAS, the parties hereto desire to modify the Note as hereinafter provided.

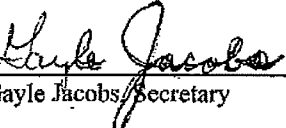
NOW, THEREFORE, in consideration of the foregoing promises and the covenants contained herein, the parties hereto agree as follows:

1. Modification. The Note is hereby modified to extend the expiration date from May 1, 2023 to May 1, 2028. The current principal balance of the Note is \$66,741.15 and will be re-amortized at 2% for ten (10) years.

IN WITNESS WHEREOF, the undersigned have caused this Modification to be executed as of the day and year first above written.

CEDCORP, INC. ("Borrower")

By: 
William B. Forbes, President

By: 
Gayle Jacobs, Secretary

WOODBURY COUNTY, IOWA ("County")

By: 
Rocky De Witt, Chairperson

**WOODBURY COUNTY, IOWA
RESOLUTION NO. _____**

RESOLUTION APPROVING THE DEFERMENT OF LOAN PAYMENTS

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WHEREAS, CEDCORP has been forthright and diligent in their efforts to meet their Obligation with the County as evidenced in the Promissory Note dated April 9, 2013 and the Modification of Promissory Note dated April 18, 2018; and

WHEREAS, upon the occurrence of default and the foreclosure of MacDawn Enterprise, LLC, grantee and mortgagee with CEDCORP, has since created a financial hardship for CEDCORP; and

WHEREAS, the County hereby finds and determines that it is a public benefit to and in the best interest of all parties involved to approve the deferment of CEDCORP’s loan payments due to the County pending sale of the mortgaged asset;

NOW, THEREFORE, BE IT RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS:

1. The recitals set forth in the preamble hereof are incorporated herein and shall have the same force and effect as if set forth in this Section.
2. The deferment of loan payments, in substantially the form presented at this meeting, is hereby approved.
3. The provisions of the Promissory Note will remain in full force and effect. Deferment of the payments due pursuant to this Resolution does not constitute a waiver of the Obligation by the County or limit its right to re-assert any of its rights under the agreement.
4. This Resolution shall become effective immediately upon adoption.

Dated this 18th day of February 2020.

WOODBURY COUNTY BOARD OF SUPERVISORS

Matthew Ung, Chairman

Keith Radig, Vice-Chairman

Rocky DeWitt

Marty Pottebaum

Attest:

Patrick Gill, County Auditor

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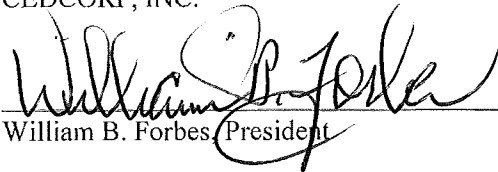
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Presentment, demand, protest, notice and diligence in bringing suit against any party are hereby waived by all persons signatory hereto, either as makers, endorsers, sureties or guarantors.

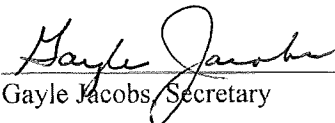
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CEDCORP, INC.

By:


William B. Forbes, President

By:


Gayle Jacobs, Secretary

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WHEREAS, the parties hereto desire to modify the Note as hereinafter provided.

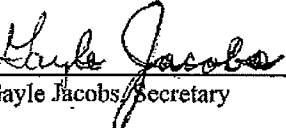
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CEDCORP, INC. ("Borrower")

By: 
William B. Forbes, President

By: 
Gayle Jacobs, Secretary

WOODBURY COUNTY, IOWA ("County")

By: 
Rocky De Witt, Chairperson