



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MAY 5, 2020) (WEEK 19 OF 2020)**

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Boardroom Phone: 712-224-6014

Due to the Governor's proclamation issued March 20th access to this meeting will be by live streaming on YouTube with telephonic access by telephone number listed above.

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 May 5, 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 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 April 28, 2020 meeting
4. Approval of claims
5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to initiate hiring process

6. Secondary Roads – Mark Nahra
Approve the utility permit for installation of new storm drainage line in county right of way for the City of Pierson

End Consent Agenda

7. Board Administration – Dennis Butler
Approval of resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the county for certain original expenditures paid in connection with specified projects Action
8. Due to COVID-19, the board will be discussing various issues and may take appropriate steps for the protection and safety of both the community and county employees Action
9. Reports on Committee Meetings Information
10. Citizen Concerns Information
11. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- MON., MAY 4** 6:00 p.m. Board of Adjustment meeting, First Floor Boardroom
- TUE., MAY 5** 4:45 p.m. Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., MAY 6** 7:30 a.m. SIMPCO Executive Finance Committee – Conference call option only
- 9:00 a.m. Loess Hills Alliance Protection Committee Meeting, Pisgah, Iowa
- 10:30 a.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
- THU., MAY 7** 10:00 a.m. COAD Meeting, The Security Institute
- 12:00 p.m. Regional Policy and Legislative Affairs Committee Meeting, 1122 Pierce Street
- 12:00 p.m. SIMPCO Board of Directors, Conference call option only
- FRI., MAY 8** 8:30 a.m. Woodbury County Building Security Committee Meeting, LEC Conference Room
- WED., MAY 13** 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., MAY 14** 12:00 p.m. SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m. Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- FRI., MAY 15** 11:00 a.m. Siouxland Human Investment Partnership Board Meeting, Northwest AEA, Room F
- WED., MAY 20** 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
- THU., MAY 21** 4:30 p.m. Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- MON., MAY 25** 6:00 p.m. Zoning Commission Meeting, First Floor Boardroom
- TUE., MAY 26** 2:00 p.m. Decat Board Meeting, Western Hills AEA, Room F
- WED., MAY 27** 2:30 p.m. Rolling Hills Community Services Region Governance Board Meeting
- MON., JUNE 1,** 6:00 p.m. Board of Adjustment meeting, First Floor Boardroom
- TUE., JUNE 2** 4:45 p.m. Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., JUNE 3** 12:00 p.m. District Board of Health Meeting, 1014 Nebraska St.
- THU., JUNE 4** 10:00 a.m. COAD Meeting, The Security Institute

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.

APRIL 28, 2020, EIGHTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 28, 2020 at 4:30 p.m. Board members present were Pottebaum, Radig, De Witt, and Ung. Staff members present were Heather Satterwhite, Public Bidder, Joshua Widman (by phone), Assistant County Attorney, Dennis Butler, Budget/Tax Analyst, Melissa Thomas, HR Director, and Patrick Gill, Auditor/Clerk to the Board.

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

1. There were no citizen concerns.
2. Motion by Ung second by Radig to approve the agenda for April 28, 2020, Carried 4-0. Copy filed.

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

3. To approve minutes of the April 21, 2020 meeting. Copy filed.
4. To approve the claims totaling \$256,641.10. Copy filed.
- 5a. To approve the lifting of tax suspension for Curtis Schmidt, parcel #894726152007, 2909 E. 9th St., Sioux City. Copy filed.
- 5b. To approve the lifting of tax suspension for Maya Lias, parcel #894734278013, 521 S. Rustin St., Sioux City. Copy filed.
- 5c. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Kim Hansen, 3501 Transit Ave., Sioux City, IA, parcel #884706139009.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,981
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

WHEREAS, Kim Hansen, is the titleholder of property located at 3501 Transit Ave., Sioux City, IA, Woodbury County, Iowa, and legally described as follows:

Parcel #884706139009

HENRIETTA PLACE LOT 11 BLOCK 4

WHEREAS, Kim Hansen 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 28th day of April, 2020.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

6a. To approve the reclassification of Eric Smith, Sheriff Deputy, County Sheriff, effective 04-11-20, \$30.23/hour, 6.5%=\$1.85/hr. Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class due to 4 years employment and Bachelor’s Degree; the promotion of Erin Warrior, Sheriff Deputy, Count Sheriff, effective 04-28-20, \$24.41.hour, 13.5% = \$2.91/hour; the appointment of Tyler Weaver, Equipment Operator, Secondary Roads, effective 05-06-20, \$23.43/hr, Job Vacancy Posted 03-24-20. Entry Level Salary: \$23.43/hour; the reclassification of Travis Ryan, Civilian Jailer, County Sheriff, effective 05-15-20, \$21.50/hour, 4%=\$.83/hr. Per CWA Civilian Officers Contract agreement, from Class 2 to Class 1; the appointment of Benjamin Payer, Temporary Engineering Aide, Secondary Roads, effective 05-20-20, \$14.00/hour, Not to exceed 120 days; the appointment of Michael Richards, Temporary Engineering Aide, Secondary Roads, effective 05-20-20, \$13.50/hour, Not to exceed 120 days. Copy filed.

6b. To approve a retire request to remain on health and dental insurance. Copy filed

Carried 4-0.

7a. Motion by Radig second by Pottebaum to approve supplemental pay of \$2,250.00 due to extenuating circumstances. Carried 3-1. De Witt opposed. Copy filed.

7b. Motion by Ung Second by Pottebaum to approve the liquor license for the Anthon Golf Course. Carried 4-0. Copy filed.

8a. Motion by De Witt second by Ung to approve and authorize the Chairperson to sign a Resolution to install a yield sign at the intersection of Charles Avenue and County Home Road. Carried 4-0.

WOODBURY COUNTY, IOWA

RESOLUTION #12,982

ESTABLISHMENT OF A YIELD SIGN AT THE INTERSECTION OF COUNTY HOME ROAD AND CHARLES AVENUE

WHEREAS, under the provisions of Section 321.255 and 321.236 (1C)(6) of the 2019 Code of Iowa, the Board of Supervisors and County Engineer are empowered to designate the location and erection of stop and yield signs,

AND WHEREAS, the County Board and County Engineer may designate certain roads as through roads with the erection of stop or yield signs at specified locations furnishing access thereto or designation of any intersection as a stop or yield intersection and erect like signs at one or more locations of access to such intersections.

AND WHEREAS, traffic through the intersection discussed herein is unregulated now and sometimes endangered due the seasonal growth of crops at the subject intersection,

AND WHEREAS, there are currently no signs controlling traffic at the intersections,

AND WHEREAS, it is deemed a safety hazard to allow the traffic to move without some control of traffic movement,

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors of Woodbury County on this 28th day of April 2020, recognize as official the location of a yield sign at the intersections described below:

1. Located at the intersection of Charles Avenue and County Home Road, causing traffic travelling south on Charles Avenue to be directed to yield to traffic on County Home Road.

SO RESOLVED this 28th day of April, 2020.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

8b. Motion by Ung second by De Witt to award the bid for project number L-B(C278)—73-97 to Dixon Construction for \$175,979.00. Carried 4-0. Copy filed.

8c. Motion by Radig second by Ung to approve the plans for project number L-B(M66)—73-97. Carried 4-0. Copy filed.

9. The Board discussed various issues related to COVID-19.
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 May 05, 2020.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: May 5, 2020

* PERSONNEL ACTION CODE:

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

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Murphy, Samuel	Secondary Roads	5-20-20	Temporary Engineering Aide	\$13.50/hour		A	Not to exceed 120 days.
Fox, Jacklyn	County Attorney	5-23-20	Asst. County Attorney	\$87,951/year	3.7%=\$3,172/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 8 to Step 9.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: May 5, 2020

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$19.86/hour		

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@woodburycountyiowa.gov
FAX: 712.279.6522

April 27, 2020

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Female Correctional Officer position, effective May 6, 2020. We request this be placed on the agenda for Tuesday, May 5, 2020, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file

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

Date: 04/30/2020 Weekly Agenda Date: 05/05/2020

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

WORDING FOR AGENDA ITEM:

Consideration of a utility permit for installation of new storm drainage line in county right of way for the City of Pierson

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The City of Pierson has applied for a permit to allow the installation of an drainage tile in county right of way.

BACKGROUND:

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the locations and recommends that the work be allowed. The work is being done as part of a larger sanitary sewer and storm drain project for the town. The drainage tile is picking up storm drainage within the city and carrying it to a small creek.

FINANCIAL IMPACT:

No financial impact to the county.

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

Yes No

RECOMMENDATION:

Recommend approval of the permit for the City of Pierson.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the underground utility permit for City of Pierson and to direct the chair to sign the permits.

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

REQUEST BY APPLICANT:

Name City of Pierson Highway D-12
 Address 201 Main Street, PO Box 20, Pierson, IA 51048 Township _____
 Office Phone 712-375-5015 Local Phone _____ City of Pierson
 Section: SW¼ of SW¼ Sec 1
 Type of Utility Installation Drain Tile T 89 N, R 43 W
 Plans Prepared By Veenstra & Kimm, Inc. Copy Enclosed X Yes _____ No _____
 Map Showing Location Enclosed X Yes _____ No _____
 Utility Location is _____ cross right-of-way X parallel to right-of-way
 _____ overhead X underground
 Proposed Method of Installation
 _____ tunnel _____ suspend on poles _____ cased
 _____ jack & bore _____ suspend on towers _____ trench
X open cut _____ plow

Estimated Starting Date July 2020 Estimated Restoration Date December 2020

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

By *Charotte Beckman* Title City Clerk
 (Signature of Authorized Utility Representative)
 Date 4/28/2020

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

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

Date _____

By *Made J. Mahan*
 (Signature of Woodbury County Engineer)

Title County Engineer

Date 4/30/2020

Other Special Provisions:

Permit Provisions and Conditions of Issuance

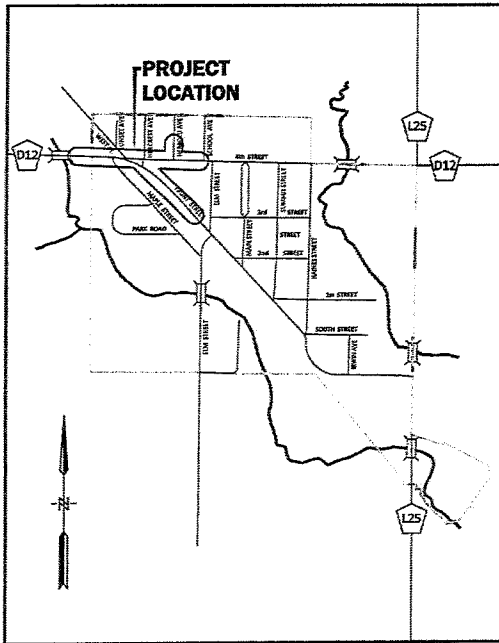
- The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent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

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

PLOTTED: Tuesday, April 28, 2020 11:12 PM

4th STREET SANITARY SEWER RECONSTRUCTION PIERSON, IOWA

VICINITY MAP
NOT TO SCALE



DRAWING INDEX

NO.	DRAWING TITLE
A.01	INDEX AND TITLE SHEET
A.02	GENERAL NOTES, LEGEND & UTILITY CONTACTS
B.01	TYPICAL CROSS SECTIONS
C.01	QUANTITIES & REFERENCE NOTES
R.01	REMOVALS
D.01	PLAN & PROFILE STREET PAVING
D.02	PLAN & PROFILE STREET PAVING
L.01	INTERSECTION & STORM DETAILS
L.02	INTERSECTION DETAILS
M.01	PLAN & PROFILE DRAIN TILE - 110TH ST.
M.02	PLAN & PROFILE DRAIN TILE - 110TH ST.
M.03	PLAN & PROFILE DRAIN TILE - 4TH ST.
M.04	PLAN & PROFILE DRAIN TILE - HERBOLD AVE.
MSA.01	PLAN & PROFILE SANITARY SEWER - 4TH ST.
MSA.02	PLAN & PROFILE SANITARY SEWER - 4TH ST.
MSA.03	PLAN SEWER LINING - FRONT ST.
ABI.01	SEWER & PAVING EXTENSION

1-800-292-8989

www.iowaonecall.com

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

Chad P. Kehrt 4-28-2020
 SIGNATURE DATE
 NAME: CHAD P. KEHRT, P.E.
 LICENSE NUMBER: 19150
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021

ALL PAGES OR SHEETS COVERED BY THIS SEAL:



DATE: 4/28/2020 11:12 AM
 FILE PATH: Z:\PROJECTS\PIERSON\4TH ST. SANITARY SEWER\PRODUCTION DRAWINGS\TITLE DETAILS

DATE	REVISIONS	SCALE	AS NOTED	VERIFY SCALE
		DRAWN	SEC	SEE ONE INCH ON ORIGINAL DRAWING.
		CHECKED	CMS	IF DIMENSIONS ARE IN BRACKETS, VERIFY SCALE ACCORDINGLY.
		APPROVED	SKS	
		DATE	10/19/20	
		DESIGNED FOR		

VEENSTRA & KIMM, INC.

4th STREET SANITARY SEWER RECONSTRUCTION
CITY OF PIERSON

203 Sergeant Square Dr. • Suite B • Sergeant Bluff, Iowa 51254-0220
 712-243-3052 • 712-243-3088/FAX • 877-241-8009/WATS

TITLE SHEET AND INDEX

DWG. NO.	A.01
PROJECT	5712

GENERAL NOTES:

UTILITIES: The contractor shall coordinate his work with the utility companies with respect to relocating and constructing their facilities. Forty-eight (48) hours before construction call: Iowa One Call for utility locations, phone number 1-800-292-8989.

Before beginning construction, the contractor shall excavate all utilities that may be in conflict with the proposed construction. The contractor shall verify elevations of the utilities and notify the Project Engineer of conflicts.

The cost of staging construction for utility installation, whether utility is shown or not shown on the plans, providing temporary supports for all utilities with assistance from affected utility company, and all costs involved in coordinating with utilities shall be included in and considered incidental to the contract bid price; and no additional compensation shall be allowed.

The contractor shall exercise all due caution and use construction methods and equipment to complete the work without damaging utilities, adjacent buildings or other items not shown for removals.

The contractor shall determine the exact location and elevation of all utilities at the time of construction. It shall be the duty of the contractor to ascertain whether any additional facilities other than those shown on the plan may be present during the bidding or construction phase. Cost is incidental to the project.

The utilities listed below are anticipated on this project. Actual work and schedule may vary significantly.

- Electric
- Cable
- Sanitary Sewer
- Gas
- Communications
- Storm Sewer
- Telephone
- Water

The contractor shall contact Veestra & Kimm, Inc. (Ph. 712-943-5055) at least 3 business days before beginning construction.

CONCRETE REMOVAL: Existing concrete to be removed shall be saw cut full depth at removal limits unless specified otherwise by the Project Engineer. Cost incidental to pavement removal. Removed materials are the responsibility of the contractor.

SAWCUTTING PAVEMENT: In order to avoid any unnecessary surface breaks or premature spalling, the contractor is cautioned to exercise extreme care when performing any of the necessary saw cutting operations for the proposed pavement removal. Saw cutting shall be considered incidental to pavement removal.

CONSTRUCTION LIMITS: Contractor shall limit disturbance of areas to within the Right of Way. Contractor shall repair all damaged streets, walls, drives, grass areas, etc. outside the construction limits at no additional cost to the contracting authority and to the field engineers satisfaction.

DRIVEWAY REPLACEMENT: All asphalt and/or PCC drives shown on the plans to be replaced shall be constructed with PCC. Thickness shall be 6" unless otherwise specified on the plans.

SIDEWALKS: Unless otherwise noted, all sidewalks shown on the plans to be constructed shall be 5' wide, 4" thick PCC, except at intersection ramps and driveways. Curb ramps shall be constructed according to SUDAS.

GRADING LIMITS: The contractor shall confine grading operations to within the construction limits as shown on the plans unless authorized by the Project Engineer to do otherwise. The contractor shall compensate the property owner for damages outside of the authorized grading limits.

REINFORCING STEEL: All reinforcing steel dowels and tie bars used in the paving shall be epoxy-coated, if applicable.

SANITARY SEWER: Contractor shall maintain flow at all times. Any and all property/personal damage caused by the contractor's failure to properly protect the sewer lines shall be borne by the contractor.

EXISTING STORM SEWER REMOVAL: Existing storm sewer inlets and piping to be removed shall be removed only when the construction has progressed to that location. Drainage shall be maintained at all times.

PROTECTION OF INTAKES AND UTILITY ACCESSSES: The contractor shall protect all storm sewer inlets and utility accesses from siltation and debris during construction.

RESTORATION (PARKING, BACKSLOPES, AND EASEMENTS): Unless otherwise noted on the plans, all parking areas disturbed by the construction shall be graded to finished grade and seeded. Payment shall be for those disturbed areas within the grading limits. The contractor shall maintain all work within the construction limits.

ABANDONED UTILITY LINES: All removal and disposal of any encountered abandoned utility lines including gas mains, water main, telephone conduits, service lines, etc., required to complete the work shall be incidental to other work on this project unless it is a bid item.

ACCESS: Property owners shall be permitted access to their driveways throughout the construction project to the extent possible without construction of a temporary access road. The subgrade shall be graded to provide for access of emergency vehicles and property owner vehicles. See traffic control and staging sheets for additional information.

EMERGENCY SERVICES: Contractor shall keep the Chief of Police and Fire Chief of the City of Logan informed of the construction progress and accessibility to the project corridor on at least a weekly basis in case of a fire or emergency at one of the properties adjacent to the project corridor.

SIGNS: The contractor shall remove signs as required within street right-of-way. The contractor is responsible for removing the signs and poles. Contractor to reinstall at new locations or in the same locations per plans.

WASTE: All unsuitable and excess earth shall become the property of the contractor and disposed of in an acceptable manner in accordance with all laws, regulations and guidelines.

DISPOSAL OF BITUMINOUS MATERIAL: Unless otherwise directed or authorized, all asphaltic cement concrete and other bituminous materials which are or are not specifically addressed or described in the plans shall become the property of the contractor. The contractor in accordance with current rules and regulations of the Iowa Department of Natural Resources may:

1. Remove the material from the project and stockpile for the contractor's future use.
2. Dispose of in a licensed landfill.

BACKFILLING HOLES: All holes resulting from the operations of the contractor, including removal of guardrail posts, fence posts, and utility poles, shall be filled and consolidated to finished grade as directed by the engineer to prevent future settlement. The voids shall be filled as soon as practical - preferably the day created and not later than the following day. Any portion of the right-of-way or project limits (including borrow areas and operation sites) disturbed by any such operations shall be restored to an acceptable condition. This operation shall be considered incidental to other bid items in project.

SPECIAL SHAPING AT INTAKES: The contractor is required to exercise care in shaping and compacting the resurfacing in the areas of inlets to storm sewer intakes. The resurfacing course shall be shaped as necessary to insure maximum drainage into the intakes.

ADJUSTMENT OF WATER VALVES AND OTHER FIXTURES: The adjustment of water valves, water service stop boxes, and all other fixtures to final grade (both public and private) shall be the responsibility of the contractor. This work shall be considered incidental to pavement and sidewalk construction.

INTERSECTION GRADES: Special care shall be taken when forming at intersections so that the profiles and elevations shown on the cross sections, street return profile sheets, and staking diagram sheets are obtained. Short lengths of forms or flexible form may be necessary at these locations. Refer to Intersection sheets for details.

OVERHAUL: No overhaul will be measured or paid for on this project. Contractor shall be required to haul certain items (earthwork, bricks, waste material, and others) to designated areas as approved by the engineer. Overhaul associated with these operations shall be incidental.

PROPERTY PINS/ SECTION CORNERS: Property pins and section corners disturbed or destroyed by the contractor shall be reset by a registered land surveyor at the contractor's expense. Registered land surveyor shall file section corner certificate at the Woodbury County Engineers Office and the court house.

GENERAL LEGEND

—+—	SURVEY LINE & STATION INDICATOR	—+—	CULVERT: SIZE AND TYPE
—	CONCRETE SURFACE	—+—	FLARED END SECTION
—	ASPHALT SURFACE	—+—	RAILROAD
—	CONCRETE W/ASPHALT OVERLAY	—	RAILROAD
—	LOW GRADE ASPHALT SURFACE	—	MAILBOX
—	GRANULAR SURFACE	—	FENCE (MISC.)
—	DIRT SURFACE	—	SECURITY FENCE
—	BRICK SURFACE	—	WOOD FENCE
—	CURBFACE REMOVAL/REPLACEMENT	—	SILT FENCE
—	EARTH SECTION	—	CHAIN LINK FENCE
—	NEW SEWER/MANHOLE	—	PROPERTY LINE
—	NEW SEWER/INTAKE	—	PROPERTY PIN
—	NEW WATER MAIN	—	SECTION CORNER
—	NEW FORCE MAIN	—	FLAT BOUNDARY
—	NEW HYDRANT	—	BUILDING
—	EXISTING WATER VALVE	—	ELEVATION MARKER
—	EXISTING SANITARY SEWER AND SIZE	—	CENTERLINE
—	EXISTING STORM SEWER AND SIZE	—	DIA.
—	EXISTING WATER MAIN AND SIZE	—	ELEV.
—	EXISTING FORCE MAIN AND SIZE	—	PVC
—	GAS MAIN AND SIZE	—	CAST IRON PIPE
—	UNDERGROUND POWER LINE	—	DI
—	OVERHEAD POWER LINE	—	CORRUGATED METAL PIPE
—	UNDERGROUND TELEPHONE LINE	—	VCP
—	CABLE TELEVISION LINE	—	RCPP
—	FIBER OPTICS	—	RCAP
—	TOP OF EMBANKMENT	—	LRCP
—	TOE OF EMBANKMENT	—	LCCP
—	DRAINAGE COURSE	—	LINED REINFORCED CONCRETE PIPE
—	SANITARY MANHOLE	—	LINED CONCRETE PRESSURE PIPE
—	STORM WATER MANHOLE	—	STA.
—	ELECTRIC MANHOLE	—	LA
—	TELEPHONE MANHOLE	—	LB
—	WATER MANHOLE	—	LINE BACK
—	CURB INTAKE	—	BM-2
—	AREA OR BEDDING INTAKE	—	BENCH MARK AND NUMBER
—	EXISTING HYDRANT	—	RIGHT-OF-WAY
—	EXISTING WATER VALVE	—	PI
—	GAS VALVE	—	POINT OF INTERSECTION
—	UTILITY POLE	—	POT
—	GUY ANCHOR	—	POINT ON TANGENT
—	STREET LIGHT	—	LF
—	SIGN	—	LINEAR FEET
—	TELEPHONE CABLE JUNCTION BOX	—	TH
—	TRAFFIC SIGNALS	—	TACKED HUB
—	PEDESTRIAN CONTROL LIGHT	—	SB-2
—	RAILROAD CONTROL LIGHT	—	SOIL BORING AND NUMBER
—	RAILROAD SIGN	—	PVC
—	UTILITY ACCESS COVER	—	POINT OF VERTICAL CURVATURE
—	PARKING METER	—	PVT
—	TREE	—	POINT OF VERTICAL TANGENCY
—	EVERGREEN	—	MO
—	STUMP	—	MIDDLE ORDINATE
—	BUSH, SHRUB OR HEDGE	—	DWG.
		—	DRAWING
		—	CP-1
		—	CONTROL POINT AND NUMBER
		—	(CP)-1
		—	TYPICAL
		—	HIGH PRESSURE GAS
		—	INTERMEDIATE PRESSURE GAS
		—	INVERT
		—	E.W., E.F.
		—	EACH WAY, EACH FACE
		—	E.W., E.W.
		—	EACH WAY
		—	AT
		—	DRAWING NUMBER

NOTE: THIS IS A GENERAL LEGEND. ITEMS MAY OR MAY NOT APPEAR ON DRAWINGS.

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DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	CWB
		CHECKED	CPK
		APPROVED	CPK
		DATE	
		ISSUED FOR	



4th STREET SANITARY SEWER RECONSTRUCTION
CITY OF PIERSON

203 Sergeant Square Dr - Suite 8 • Sergeant Bluff, Iowa 51054-0220
712-943-5055 • 712-943-5088(FAX) • 877-241-6009(MA13)

VEESTRA & KIMM, INC.

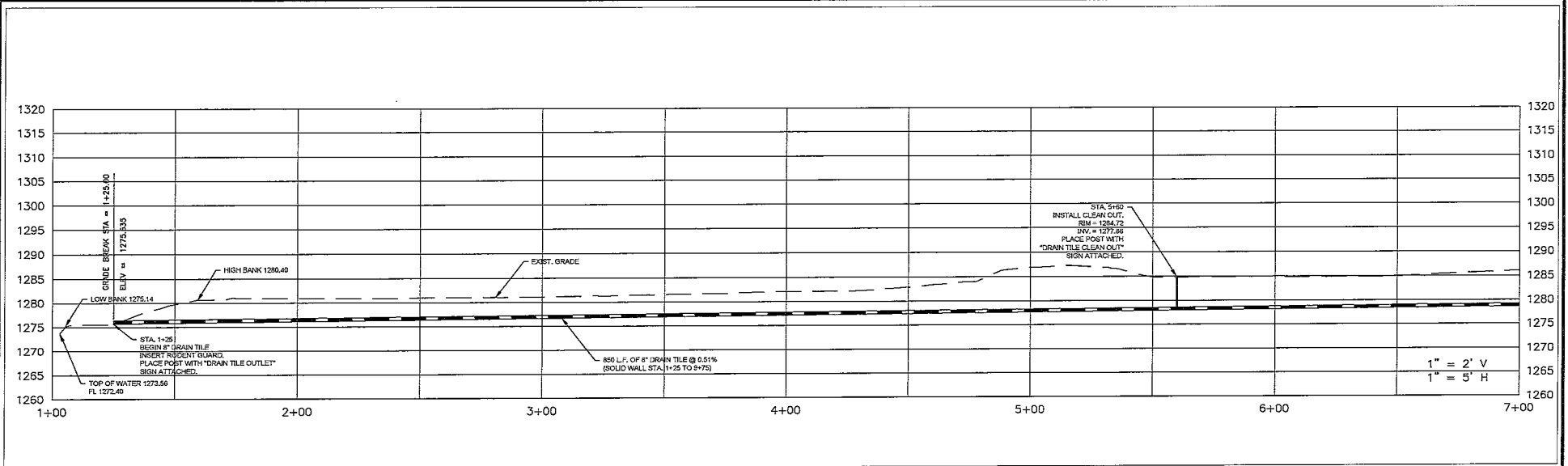
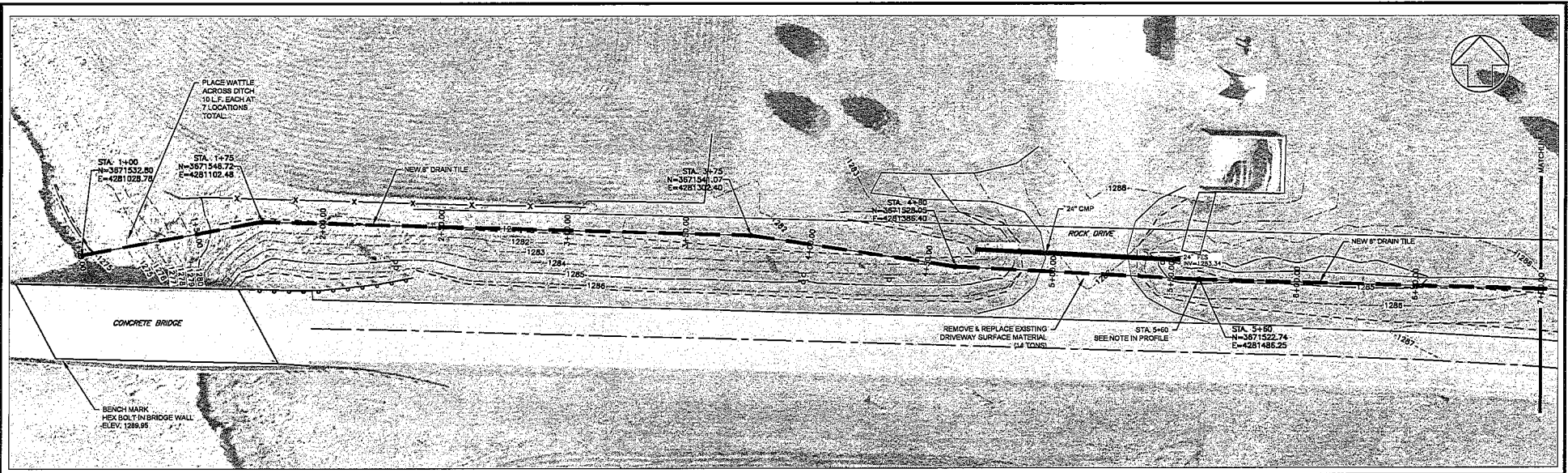
GENERAL NOTES & LEGEND

DWG. NO.

A.02

PROJECT 5712

PLotted: Tuesday, April 22, 2020 10:24:46 PM



DATE: FILE PATH: Z:\PROJECTS\15712 PIERSON\15712_SANITARY\DRAWINGS\SOURCE DRAWINGS\15712_TOROQ.MXD DT

DATE	REVISIONS

SCALE	1" = 48'
DRAWN	CYS
CHECKED	AMG
APPROVED	CPK
DATE	Apr. 23, 20
ISSUED FOR	

VEENSTRA & KIMM, INC.

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IF NOT ONE INCH ON THIS SHEET, ADJUST SCALED ACCORDINGLY.

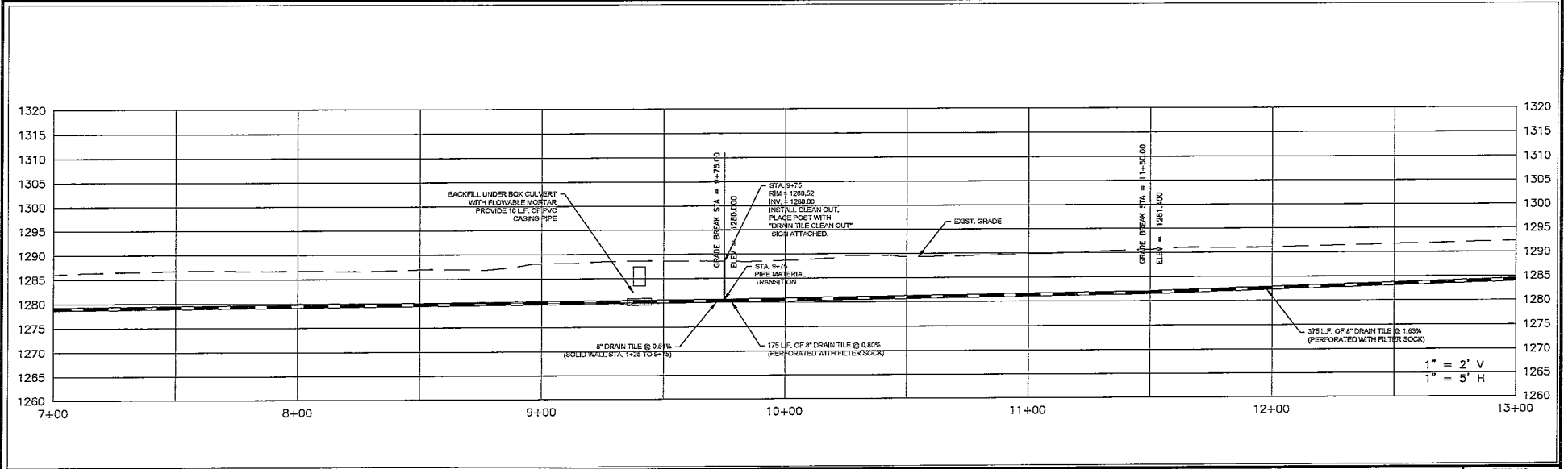
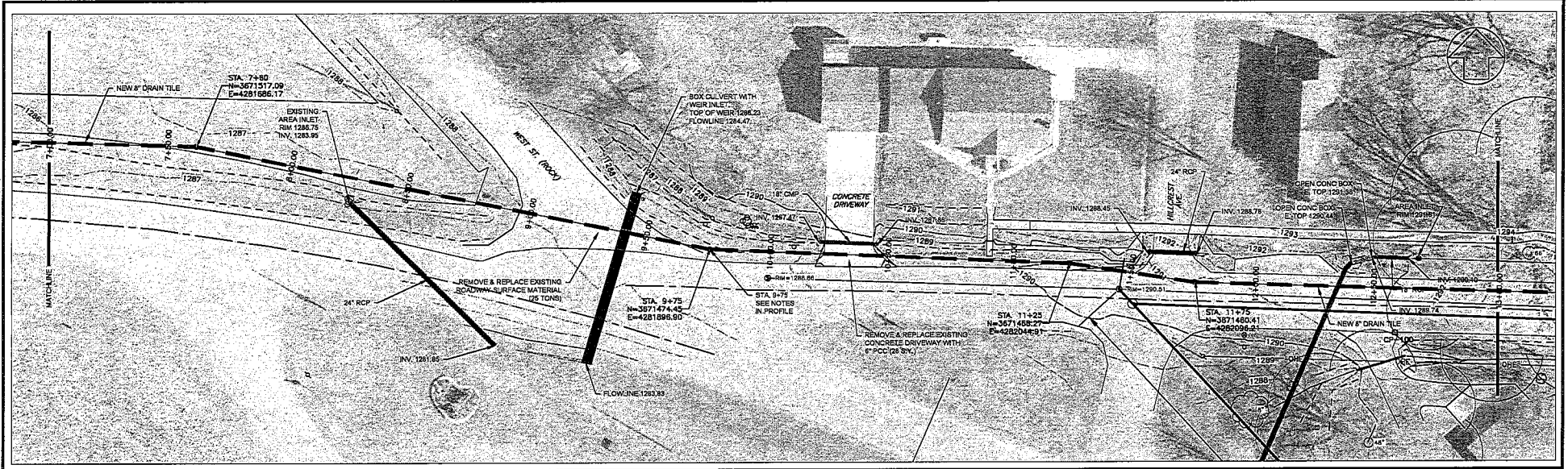
4TH STREET IMPROVEMENTS
CITY OF PIERSON

203 Sergeant Square Dr • Suite B • Sergeant Bluff, Iowa 51054-0220
712-943-5055 • 712-943-5088(FAX) • 817-241-8009(WATS)

STA 1+00 – STA 7+00
PLAN & PROFILE
STORM

DWG. NO.	M.01
PROJECT	5712

PLOTTED: Tue May 04, 2010 10:03:19 AM



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DATE	REVISIONS	SCALE	AS NOTED	VERIFY SCALE
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		CHECKED	AMC	IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.
		APPROVED	CPK	
		DATE	Apr. 23, 20	
		ISSUED FOR	ENR	



4TH STREET IMPROVEMENTS
CITY OF PIERSON

203 Sergeant Square Dr • Suite B • Sergeant Bluff, Iowa 51054-0220
712-943-5055 • 712-943-5088(FAX) • 877-241-8009(WATS)

STA 7+00 – STA 13+00
PLAN & PROFILE
STORM

DWG. NO.	M.02
PROJECT	5712

ITEMS TO INCLUDE ON AGENDA FOR May 5, 2020

WOODBURY COUNTY, IOWA

- Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the County for certain original expenditures paid in connection with specified Projects.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE COUNTY.

May 5, 2020

The Board of Supervisors of Woodbury County, Iowa, met in open session, in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa*, at 4:30 P.M., on the above date. There were present Chairperson, Matthew Ung, in the chair, and the following named Board Members:

Rocky De Witt, Marty Pottebaum, and Keith Radig

Absent: _____

Vacant: _____

* Due to the State Public Health Emergency Declarations regarding COVID-19, this meeting was conducted in person and electronically pursuant to Iowa Code Section 21.8 and the Declarations of Governor Kim Reynolds. Participation was available telephonically, as follows:

Internet access:
Telephone access:
Access Code:

* * * * *

Board Member _____ introduced the following Resolution entitled "RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS" and moved that it be adopted. Board Member _____ seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the Resolution duly adopted as follows:

**RESOLUTION DECLARING AN OFFICIAL INTENT UNDER
TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO
REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL
EXPENDITURES PAID IN CONNECTION WITH SPECIFIED
PROJECTS**

WHEREAS, the County anticipates making cash expenditures for one or more capital improvement projects, generally described below (each of which shall hereinafter be referred to as a "Project"); and

WHEREAS, the County reasonably expects to issue debt to reimburse the costs of a Project; and

WHEREAS, the Board believes it is consistent with the County's budgetary and financial circumstances to issue this declaration of official intent.

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

Section 1. That this Resolution be and does hereby serve as a declaration of official intent under Treasury Regulation 1.150-2.

Section 2. That it is reasonably expected that capital expenditures will be made in respect of the following Project(s), from time to time and in such amounts as this Board determines to be necessary or desirable under the circumstances then and there existing.

Section 3. That the County reasonably expects to reimburse all or a portion of the following expenditures with the proceeds of bonds, notes or other indebtedness to be issued or incurred by the County in the future.

Section 4. That the total estimated costs of the Project(s), the maximum principal amount of the bonds, notes or other indebtedness to be issued for the foregoing Project(s) and the estimated dates of completion of the Project(s) are reasonably expected to be as follows:

<u>Project</u>	<u>Fund from which original expenditures are to be Advanced</u>	<u>Total Estimated Cost*</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
Sheriff T.C. Parking Lot	CIP Fund	103,382	103,382	6/30/2020
Dist. Health Carpeting	CIP Fund	12,000	12,000	6/30/2020
EMS Fire Detection	CIP Fund	4,627	4,627	6/30/2020
LEC Correct. Radios	CIP Fund	27,377	27,377	6/30/2020
Emerg. Services Air Truck	CIP Fund	142,420	142,420	6/30/2020
Loan Costs	CIP Fund	6,700	6,700	6/30/2020
Sec. Roads Spray Equip.	CIP Fund	41,518	41,518	6/30/2020
Elections Wireless Modems	CIP Fund	38,209	38,209	6/30/2020
Elections Scanners	CIP Fund	2,495	2,495	6/30/2020
C.H. WCICC Equip.	CIP Fund	150,000	150,000	6/30/2020
C.H. Fire Suppr.	CIP Fund	55,180	55,180	6/30/2020
C.H. Data Center	CIP Fund	50,000	50,000	6/30/2020
C.H. WCICC Millenium System	CIP Fund	16,092	16,092	6/30/2020
Elections Equipment	CIP Fund	250,000	250,000	6/30/2020
		900,000		

*It is intended to seek grants and other contributions to reduce the amount of borrowing required for the following Project(s):

N.A.

If such grants are not received, it is intended that the costs to be financed will be increased accordingly.

Section 5. That the County reasonably expects to reimburse the above-mentioned Project costs not later than the later of eighteen months after the capital expenditures are paid or eighteen months after the property is placed in service, but in no event more than three (3) years after the original expenditure is paid.

Section 6. That this Resolution be maintained by the County Auditor in an Official Intent File maintained in the office of the Auditor and available at all times for public inspection, subject to such revisions as may be necessary.

PASSED AND APPROVED this 5th day of May, 2020.

Chairperson

ATTEST:

County Auditor

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

I, the undersigned County Auditor of Woodbury County, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this 5th day of May, 2020.

County Auditor, Woodbury County, State of
Iowa

(SEAL)

Meeting Minutes, April 24, 2020 @ 10:00 AM

SIXTEENTH MEETING OF THE WOODBURY COUNTY POLICY REVIEW COMMITTEE

Location: Board Chambers, first floor of the Courthouse
620 Douglas Street, Sioux City, Iowa 51101

Members present: Matthew Ung, County Chairman; Keith Radig, County Supervisor; Pat Gill, County Auditor, Michelle Skaff, Deputy Auditor; Melissa Thomas, Director of Human Resources; PJ Jennings, County Attorney; Jeanne Zyzda, Human Resources

Audience Attendees: Dave Drew, County Sheriff; Tony Wingert, Sheriff's Chief Deputy; Todd Wieck, Sheriff's Major; Mike Clayton, County Treasurer

Agenda

I. Call to order ---Ung

II. Public Comments

No public comments

III. Approval of Agenda

Approved by consensus

IV. New Business

a. Introduction, Sections of Chair and Secretary

Ung welcomed everyone to the policy review committee meeting. **There was unanimous consent to appoint Ung as Committee Chair and Zyzda as Secretary.**

Administrative Leave (1st review of existing procedure)

Thomas consulted with other County Human Resources Directors in Iowa regarding the Administrative Leave issue. She discovered most counties consider this disciplinary action and department heads have the authority to assign it paid or unpaid. Jennings addressed the Iowa Attorney General's 1978 opinion on unpaid leave, noting elected officials have the authority to grant unpaid leave, with payroll falling under the authority of the Board of Supervisors. Discussions continued regarding situations in which persons would be sent home from work on Administrative Leave and under whose authority; disciplinary, investigative or another personal situation. Drew addressed concerns of collective bargaining, sending people home and not utilizing administrative leave pay. Jennings recommended not making substantial changes to the Administrative Leave procedure at this time, stating currently the policy is mainly used for investigative or disciplinary purposes, although that could be broadened. Radig recommended the policy indicate communication with HR and other minor changes. Ung asked if departments brought copies of their individual handbooks or copies of their administrative leave policies. None were provided at the meeting, but the Sheriff's Office will provide. **There was consensus to change wording to reflect the following: include "Elected Official" and verbiage to state "Shall communicate to Human Resources Director," Strike "or for the health or safety of the individual or other staff," and "approval." There was also consensus to move ahead with changes as discussed and reviewed by committee with the distribution of the minutes, to conclude with updates reflected in the next version of the employee handbook.**

b. Personal vehicles for company use (3rd review of procedure)-

Postponed to next meeting

c. Misc. updates: Employee Handbook, Policy Handbook

- i. Skaff reported the implementation of emailing employee paystubs. Hourly employees use personal email, while salaried people can use their County email. Concern regarding non-exempt employees checking emails off hours was brought forth with Drew commenting the Sheriff's CWA union OK'd the practice. Radig recommended this become part of the orientation process, discouraging County email. **There was consensus to update orientation forms.**

- ii. Skaff also spoke about the required direct deposit policy in the handbook. There are twenty-four employees still receiving paper checks, nine of which should be on direct deposit. **The committee agreed that Thomas will contact these employees to inform them of the direct deposit policy.**

V. Policy item requests for future – there were no future policy requests.

Meeting adjourned 11:20 AM

DRAFT