



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(SEPTEMBER 29 2020) (WEEK 40 OF**

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

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

**Live telephonic access at: 712-224-6014**

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>	Justin Wright 899-9044 <a href="mailto:jwright@woodburycountyiowa.gov">jwright@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 29, 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.

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**AGENDA**

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

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

**Consent Agenda**

**Items 3 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

3. Approval of the minutes of the September 22, 2020 meeting
4. Approval of claims
5. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transaction
  - b. Authorization to Initiate Hiring Process
  - c. Approve the transfer of the appropriate funds remaining for FY 20/21 of one full time custodian from Building Services to the Sheriff's Office

6. Secondary Roads – Mark Nahra
  - a. Approval of utility permit for MidAmerican Energy on 170<sup>th</sup> Street and Union Avenue in Rock Township south of Cushing
  - b. Approval of the underground utility permit for Western Iowa Telephone for fiber optic cable in Grant Township
  - c. Approval of the underground utility permit for Western Iowa Telephone for fiber optic cable in Wolf Creek Township along D38 and Jasper Avenue

**End Consent Agenda**

7. Community & Economic Development – David Gleiser  
 Approval to direct the Community & Economic Development Director to work with SIMPCO and develop an agreement between the County and SIMPCO which states the project scope expected deliverables and cost/payment details Action
8. County Auditor – Patrick Gill  
 Authorize the chairman to sign Center for Tech and Civic Life grant for the public Purpose Planning and Operationalizing Safe and Secure Elections in Woodbury County for the 2020 general election in the amount of \$156,112.00 Action
9. Reports on Committee Meetings Information
10. Citizen Concerns Information
11. Board Concerns Information

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- MON., SEP. 28 6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- THU., OCT. 1 10:00 a.m.** COAD Meeting, The Security Institute
- MON., OCT. 5 6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUE., OCT. 6 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., OCT. 7 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THU., OCT. 8 12:00 p.m.** SIMPCO Board of Directors, Zoom
- 4:00 p.m.** Conservation Board Meeting, Bigelow Park/Brown's Lake
- SAT., OCT. 10 12:00 p.m.** SIMPCO Regional Policy & Legislative Affairs Committee, Location TBD
- WED., OCT. 14 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- THU., OCT. 15 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., OCT. 16 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
- WED., OCT. 21 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., OCT. 22 11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
- MON., OCT. 26 6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUE., OCT. 27 2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED., OCT. 28 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- MON., NOV. 2 6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUE., NOV. 3 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., NOV. 4 9:00 a.m.** Loess Hills Alliance Protection Meeting, Pisgah, Iowa
- 10:30 a.m.** Loess Hills Alliance Stewardship Meeting
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.** Loess Hills Alliance Executive Meeting
- THU., NOV. 5 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.*

**September 22, 2020, THIRTY-NINETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, September 22, 2020 at 4:30 p.m. Board members present were Pottebaum, Radig, De Witt, Ung, and Wright. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, HR Director, Dennis Butler, Budget/Tax Analyst, 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 Ung second by Radig to approve the agenda for September 22, 2020, Carried 5-0. Copy Filed.

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

3. To approve minutes of the September 15, 2020 meeting. Copy filed.
4. To approve the claims totaling \$796,767.80. Copy filed.
5. To approve and authorize the Chairperson to sign a Resolution approving abatement of taxes for Boys and Girls Clubs of Sioux City, Inc., parcel #894728160007.

**WOODBURY COUNTY, IOWA  
RESOLUTION #13,063  
RESOLUTION APPROVING ABATEMENT OF TAXES**

**WHEREAS**, Boys and Girls Clubs of Sioux City Inc. is the titleholder of real estate Parcel #894728160007 located in the City of Sioux City, Iowa and legally described as follows:

**Parcel # 894728160007**

**SIoux CITY ADDN SUB DIV MC NAMARA ES T-PT OF OLD BED OF PERRY CR ADJ ON N & TAX LOT 5 & N PART TAX LOT 4 BEING 31.5 FT ON E LINE BLKS 48 & 49 PPARE #990334**

**WHEREAS**, the above-stated property has taxes owing for the 2019/2020, tax year and the parcel is owned by Boys and Girls Clubs of Sioux City Inc. and

**WHEREAS**, the organization, namely Boys and Girls Clubs of Sioux City Inc. is failing to immediately pay the taxes due; and

**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, 427.3 for the taxes owed for the 2019/2020 tax year and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

**SO RESOLVED** this 22nd day of September 2020.

WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

6. To approve the reclassification of James Amick, District Foreman, Secondary Roads Dept., effective 10-02-20, \$72,876.88/year, 2%=\$1,537.38/yr. Per Wage Plan Matrix 4 year Salary Increase.; and the reclassification of Patricia Raymond, Clerk II, County Treasurer Dept., effective 10-03-20, \$20.05/hour, 5.4%=\$1.04/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 3/Step 4. Copy filed.

Carried 5-0.

- 7a. Motion by Pottebaum second by De Witt to approve and authorize the Chairperson to sign a Resolution establishing weight limits on the listed county bridges. Carried 5-0.

**WOODBURY COUNTY  
BRIDGE EMBARGO RESOLUTION  
RESOLUTION #13,064**

**WHEREAS:** The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

**WHEREAS:** the Woodbury County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridges below, require revision to their current load ratings,

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors that the following vehicle and load limit be established and that signs be placed advising of the permissible maximum weights thereof on the bridge listed herein.

<u>Bridge No.</u>	<u>FHWA No.</u>	<u>Section Township Range</u>	<u>Posted Limit</u>
A-225	354570	08-89-42	3 Tons
B-213	354770	13-89-43	15, 25, 25 Tons
C-192	355044	27-89-44	10, 15, 15 Tons
E-63	355266	14-89-46	25, 40, 40 Tons
E-265	355140	18-89-45	24, 37, 40 Tons
E-308	NA	07-89-46	24, 40, 40 Tons
G-43	353950	07-88-46	10, 15, 15 Tons
K-19	353170	10-88-43	Close until replacement
K-23	353260	17-88-43	12 tons
O-266	351870	01-87-44	Close until replacement
T-53	351140	12-86-46	10, 15, 15 Tons
U-17-1	350960	07-86-45	10, 15, 15 tons

**Passed and approved this 22<sup>nd</sup> day of September, 2020.**  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7b. Bid letting was held for PCC Patching. The bids are as follows:

Ten Point Construction Co., Denison, IA	\$105,051.34
Cedar Falls Construction Co., Cedar Falls, IA	\$153,226.63

Motion by De Witt second by Radig to receive the bids and refer them to the county engineer for review and recommendation. Carried 5-0. Copy filed.

- 7c. Motion by Pottebaum second by Ung to award the bid for PCC Patching to Ten Point Construction Co. for \$105,051.34. Carried 5-0.
- 8. The Board heard reports on committee meetings.
- 9. Kevin Grieme, Siouxland District Health Director, updated the Board on the COVID19 pandemic.
- 10. Board concerns were heard.

The Board adjourned the regular meeting until September 29, 2020.

Meeting sign in sheet. Copy filed.

DANIEL D. DYKSTRA+  
 LANCE D. EHMCKE\*  
 CYNTHIA C. MOSER+  
 JOHN C. GRAY\*+  
 THOMAS J. WHORLEY  
 PATRICK L. SEALEY\*†  
 JEFF W. WRIGHT\*†  
 ROSALYND J. KOOB\*  
 JOEL D. VOS+  
 SARAH K. KLEBER\*†  
 JACOB B. NATWICK\*  
 ALLYSON C. DIRKSEN\*†  
 JASON D. BRING\*

\* Also licensed in Nebraska  
 † Also licensed in South Dakota  
 ° Also licensed in Minnesota



JESSICA A. UHLENKAMP\*†  
 BRYAN E. SHUSTERMAN†  
 CHRISTOPHER J. GITTER  
 DANIEL B. SEGURA†

Of Counsel  
 ALAN E. FREDREGILL\*  
 JOHN F. DE HOOGH  
 JAMES W. REDMOND\*†

Retired  
 MARVIN F. HEIDMAN  
 THOMAS M. PLAZA

Woodbury County  
 Attn: Patrick Gill  
 620 Douglas Street, Room 103  
 Sioux City, IA 51101

September 8, 2020  
 Invoice #110560

CLIENT: 04341 -- Woodbury County

Re: 04341-0024 - Republican National Committee, et al. v. Pat Gill

#### Summary of Services

		Rate	Hours	Amount
JWW	Wright, Jeff W.	200.00	60.80	12,160.00
JDV	Vos, Joel D.	200.00	27.00	5,400.00
ACD	Dirksen, Allyson C.	200.00	4.00	800.00
LGS	Leland Slawson	155.00	31.20	4,836.00
ZAM	Zack Martin	155.00	5.00	775.00
TMR	Tina Roberts	100.00	.30	30.00
			<b>128.30</b>	<b>\$24,001.00</b>

**Total for Expenses** **\$0.00**

Trust Funds Applied **\$0.00**

**Total for Services and Expenses** **\$24,001.00**

Prior Balance **\$0.00**

Payments Since Last Bill **- \$0.00**

**Amount Due** **\$24,001.00**

**670.8 Officers and employees defended.**

1. The governing body shall defend its officers and employees, whether elected or appointed and shall save harmless and indemnify the officers and employees against any tort claim or demand, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of their employment or duties. However, the duty to save harmless and indemnify does not apply to awards for punitive damages. The exception for punitive damages does not prohibit a governing body from purchasing insurance to protect its officers and employees from punitive damages. The duty to save harmless and indemnify does not apply and the municipality is entitled to restitution by an officer or employee if, in an action commenced by the municipality against the officer or employee, it is determined that the conduct of the officer or employee upon which the tort claim or demand was based constituted a willful and wanton act or omission. Any independent or autonomous board or commission of a municipality having authority to disburse funds for a particular municipal function without approval of the governing body shall similarly defend, save harmless and indemnify its officers and employees against tort claims or demands.

2. The duties to defend and to save harmless and indemnify shall apply whether or not the municipality is a party to the action and shall include but not be limited to cases arising under 42 U.S.C. §1983.

3. In the event the officer or employee fails to cooperate in the defense against the claim or demand, the municipality shall have a right of indemnification against that officer or employee.

[C71, 73, 75, 77, 79, 81, §613A.8; 82 Acts, ch 1018, §6]

83 Acts, ch 130, §1

C93, §670.8

2010 Acts, ch 1061, §80

Referred to in §256.16, 331.303, 670.5, 670.7, 670.9, 670.10

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 29, 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
Harstad, Dan	County Sheriff	11-17-20	Civilian Jailer			S	Resignation.
Svendsen, Austin	County Sheriff	10-11-20	Civilian Jailer	\$21.29/hour	4%=\$.83/hour	R	Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2.
Kurtz, Jason	Juvenile Detention	10-12-20	Youth Worker	\$28.07/hour	6.5%=\$1.72/hour	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 5 to Grade 1/Step 6.

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

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR 



HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA

DATE: September 29, 2020

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Custodian	AFSCME Courthouse: \$15.55/hour		
County Sheriff	Custodian	AFSCME Courthouse: \$15.55/hour		
County Sheriff	Civilian Jailer	CWA: \$20.46/hour		

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

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

Date: 09/24/2020 Weekly Agenda Date: 09/29/2020

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

**WORDING FOR AGENDA ITEM:**

Transfer the funds allocated for one fulltime custodian from the Building Services Department to the Sheriff's Office.

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Building Services and the Sheriff's Office have mutually decided to transfer the jail custodian position to be a direct report of the Sheriff's office.

**BACKGROUND:**

The transfer would be from line item 0001-16-9102-000-10007 to 0001-05-1050-000-10007.

**FINANCIAL IMPACT:**

0

**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:**

Pass the motion

**ACTION REQUIRED / PROPOSED MOTION:**

Approve the transfer of the appropriate funds remaining for FY 20/21 of one full time custodian from Building Services to the Sheriff's Office.

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

Date: 9/23/2020 Weekly Agenda Date: 9/29/2020

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

**WORDING FOR AGENDA ITEM:**

Consideration of a utility permit for installation of new overhead electric lines in county rights of way of 170th Street and Union Avenue for the MidAmerican Energy.

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

MidAmerican Energy has applied for a permit to allow the installation of new overhead electric line in county rights of way to replace lines that have had faults that disrupted area electric service.

**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 location and recommends that the work be allowed.

**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 MidAmerican Energy.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the utility permit for MidAmerican Energy on 170th Street and Union Avenue in Rock Township south of Cushing and to direct the chair to sign the permit.

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

**REQUEST BY APPLICANT:**

Name MIDAMERICAN ENERGY Highway UNION AVE AND 170ST  
Township ROCK  
Address 505 HWY 175 IDA GROVE IA 51445 City of CUSHING  
Office Phone 712/27717476 Local Phone 515/3021148 Section: 02 1/4 of SE 1/4 Sec NW  
Type of Utility Installation OVERHEAD ELECTRIC T 88 N, R 42 W  
Plans Prepared By GERALD RICKABAUGH 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  
X overhead      underground  
Proposed Method of Installation  
     tunnel X suspend on poles      cased  
     jack & bore      suspend on towers      trench  
     open cut      plow

Estimated Starting Date 10/05/2020 Estimated Restoration Date 11/20/2020

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 GERALD RICKABAUGH Title ENGINEERING DESIGN TECH  
(Signature of Authorized Utility Representative) Date 09/21/2020

**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 \_\_\_\_\_  
(Signature of Woodbury County Engineer)

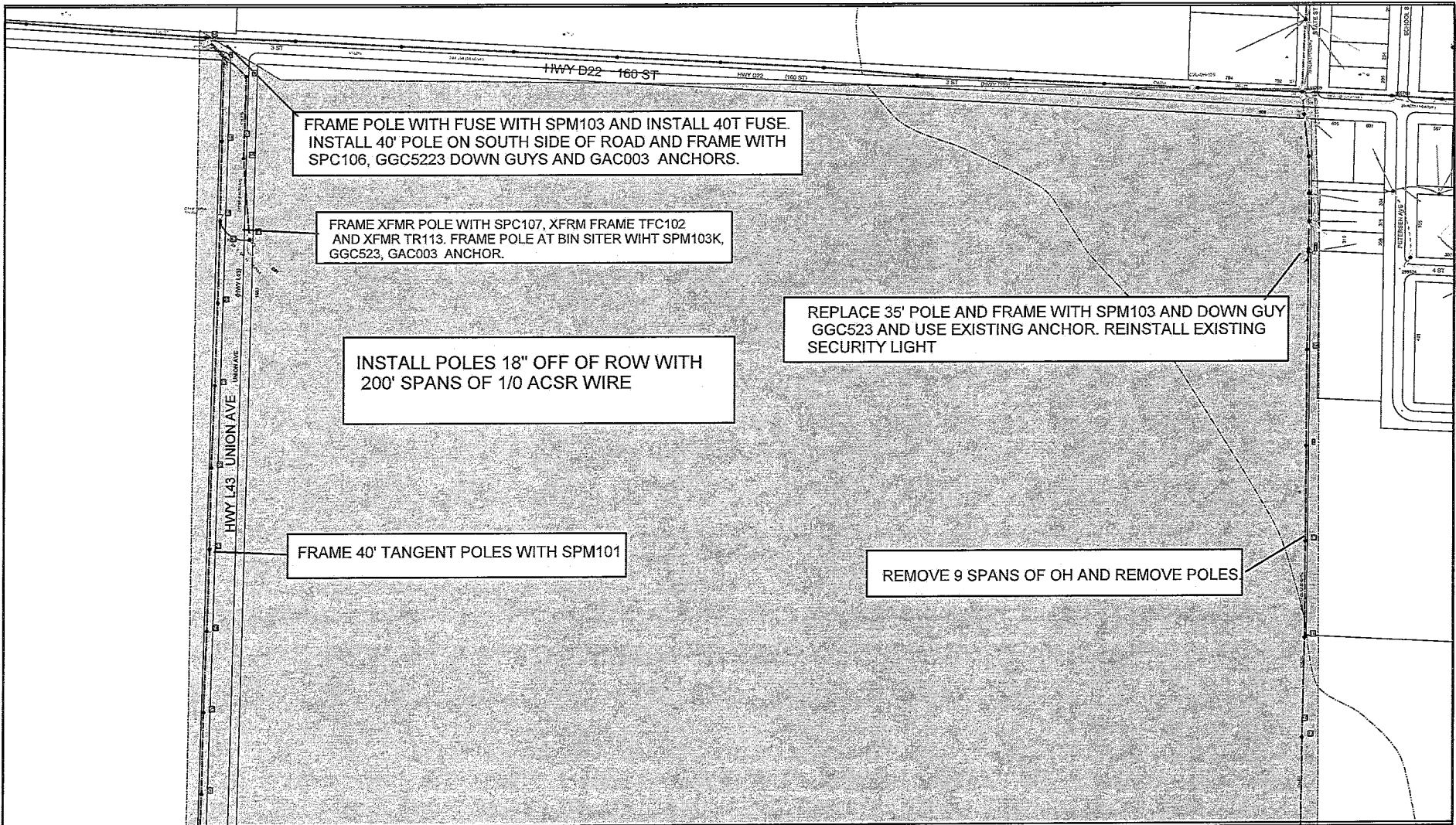
Title \_\_\_\_\_

Date \_\_\_\_\_

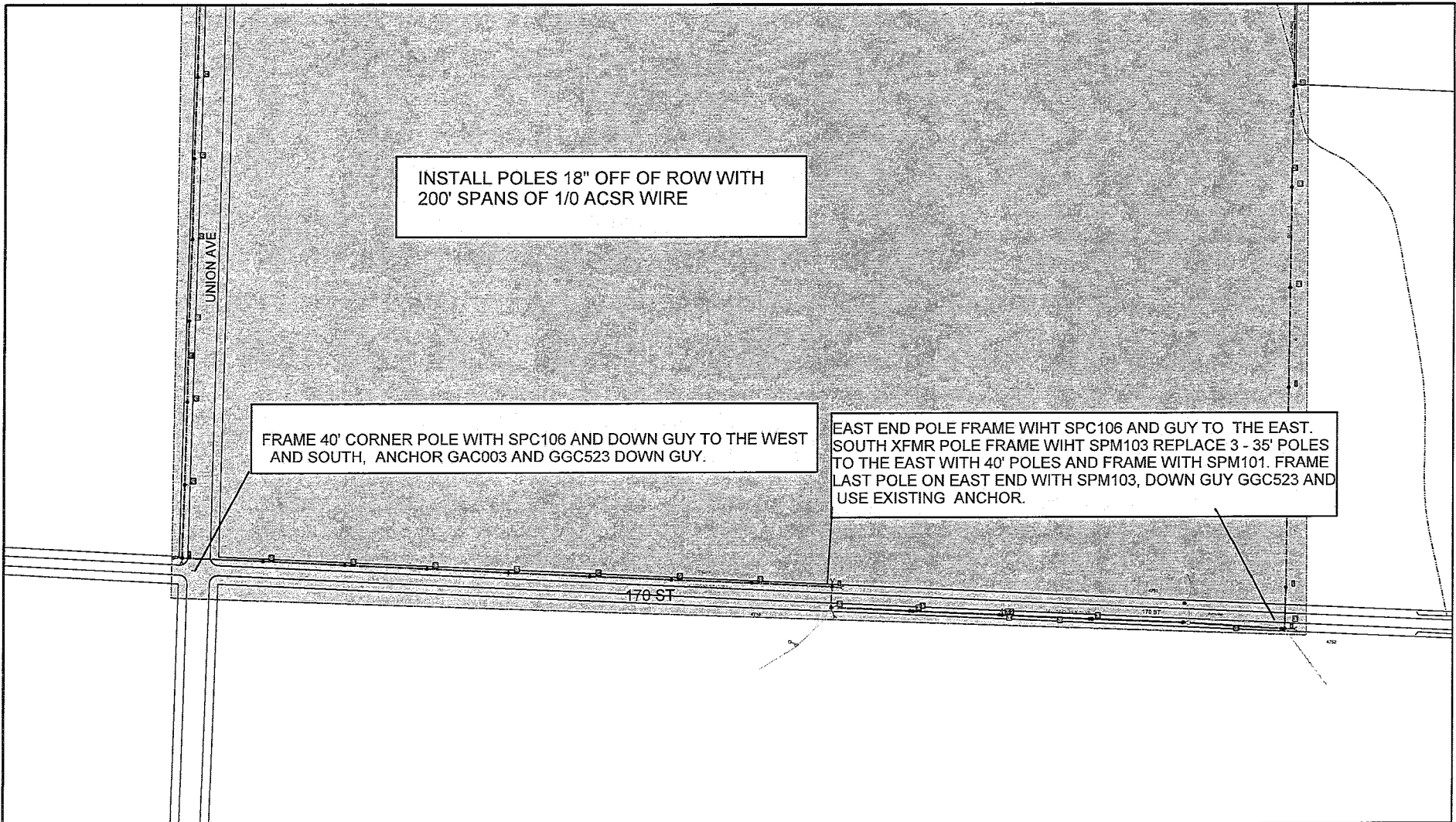
Other Special Provisions:

**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.



	Cust: MEC Addr: 160 ST AND UNION AVE		WIMS_REV:2817533-1 Date: 3/25/2020 Scale: 1 in = 144 ft Designer: RICKABAUGH, GERALD J	DISCLAIMER OF LIABILITY NOTE: This drawing reflects facilities in place at the time of its preparation and is subject to change at any time. For current facility information, please contact MidAmerican Energy Company. Further, MidAmerican Energy Company disclaims all liability and responsibility for all claims and damages including but not limited to, personal injury, death and property damage, resulting from any authorized or unauthorized use of, or reliance upon, this drawing for any purpose.
	Crew HQ: IDA City: CUSHING X = 1049687 Y = 905623		Job Desc: INSTALL NEW SINGLE PHASE PRIMARY LINE TO REFEED CUSTOMER SERVICES AND REMOVE EXISTING LINE FROM RUNNING ACCROSS AGRICULTUARL FIELD	



	Cust: MEC		WMS_REV:2817533-1	<b>DISCLAIMER OF LIABILITY</b> NOTE: This drawing reflects facilities in place at the time of its preparation and is subject to change at any time. For current facility information, please contact MidAmerican Energy Company. Further, MidAmerican Energy Company disclaims all liability and responsibility for all claims and damages including but not limited to, personal injury, death and property damage, resulting from any authorized or unauthorized use of, or reliance upon, this drawing for any purpose.
	Addr: 170 ST AND UNION AVE City: CUSHING		Date: 3/25/2020 Scale: 1 in = 144 ft Designer: RICKABAUGH, GERALD J	
Crew HQ:IDA	X = 1049887 Y = 905623			

Job Desc: INSTALL NEW SINGLE PHASE PRIMARY LINE TO REFEED CUSTOMER SERVICES AND REMOVE EXISTING LINE FROM RUNNING ACCROSS AGRICULTUARL FIELD

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

Date: 9/23/2020 Weekly Agenda Date: 9/29/2020

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

**WORDING FOR AGENDA ITEM:**

Consideration of a utility permit for installation of new fiber optic cable in county rights of way in Grant Township for Western Iowa Telephone Association

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Western Iowa Telephone has applied for a permit to allow the installation of a buried fiber optic cable in county rights of way of Grant Township.

**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 location and recommends that the work be allowed.

**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 Western Iowa Telephone Association for fiber optic cable in Grant Township.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the underground utility permit for Western Iowa Telephone for fiber optic cable in Grant Township and to direct the chair to sign the permit.

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

REQUEST BY APPLICANT:

Name Western Iowa Telephone Association

Highway \_\_\_\_\_

Address 202 Cedar Street Lawton, IA 51030

Township GRANT

City of \_\_\_\_\_

Office Phone 712-944-5711 Local Phone 712-870-1298

Section:  $\frac{1}{4}$  of  $\frac{1}{4}$  Sec

Type of Utility Installation Underground Fiber Optic Cable

T 87 N, R44 W

Plans Prepared By Phillip Robinson

Copy Enclosed  Yes \_\_\_\_\_ No

Map Showing Location Enclosed  Yes \_\_\_\_\_ No

Utility Location is  cross right-of-way  
\_\_\_\_\_ overhead

parallel to right-of-way  
 underground

Proposed Method of Installation

\_\_\_\_\_ tunnel

\_\_\_\_\_ suspend on poles

\_\_\_\_\_ cased

jack & bore

\_\_\_\_\_ suspend on towers

\_\_\_\_\_ trench

\_\_\_\_\_ open cut

plow

Estimated Starting Date 9-29-2020 Estimated Restoration Date 10-13-2020

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 Phillip Robinson  
(Signature of Authorized Utility Representative)

Title Operations Manager

Date 9-21-2020

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 \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Title \_\_\_\_\_

Date \_\_\_\_\_

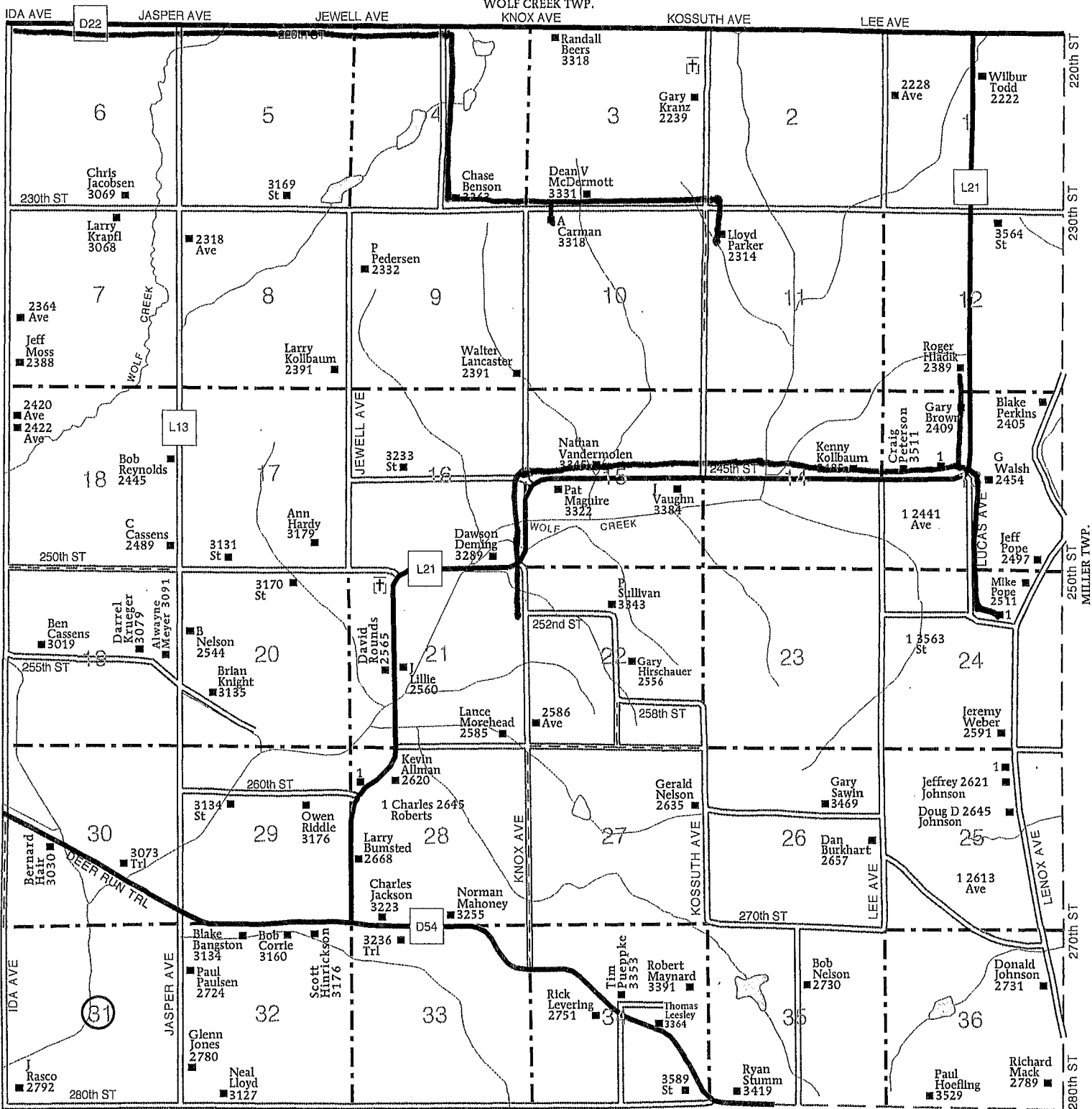
Other Special Provisions:

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.



(Residents - Owners or Renters)



-96.0099

LITTLE SIOUX TWP.

WEST FORK TWP.

MILLER TWP.

42.3085

81

270th ST

280th ST

220th ST

230th ST

240th ST

250th ST

260th ST

270th ST

280th ST

290th ST

300th ST

310th ST

IDA AVE

JASPER AVE

JEWELL AVE

KNOX AVE

KOSSUTH AVE

LEE AVE

230th ST

3169 St

Chase Benson 2242

Dean V McDermott 3331

2228 Ave

Wilbur Todd 2222

2364 Ave

2318 Ave

P Pedersen 2332

A Carman 3318

Lloyd Parker 2314

3564 St

2420 Ave

2422 Ave

Larry Kollbaum 2391

3233 St

Walter Lancaster 2391

Nathan Vandermolen 3245

Kenny Kollbaum 2485

Roger Hladik 2389

Blake Perkins 2405

G Walsh 2454

250th ST

3131 St

Ann Hardy 3179

3233 St

Dawson Deming 3289

Pat Maguire 3322

Vaughn 3384

1 2441 Ave

Jeff Pope 2497

Mike Pope 2511

255th ST

3170 St

B Nelson 2544

David Papadopoulos 2365

Lance Morehead 2585

P Sullivan 3343

Gary Hirschauer 2556

1 3563 St

Jeremy Weber 2591

3073 Trl

3134 St

Brian Knight 3135

David Papadopoulos 2365

Lance Morehead 2585

2586 Ave

258th ST

1 2621 Johnson

Doug D 2645 Johnson

1 2613 Ave

3073 Trl

3134 St

Owen Riddle 3176

1 Charles 2645 Roberts

Larry Bumsted 2668

Kevin Alliman 2620

Gerald Nelson 2635

1 2621 Johnson

Doug D 2645 Johnson

1 2613 Ave

280th ST

3134 St

Blake Bangston 3134

3236 Trl

Norman Mahoney 3255

Tim Pueppke 3353

Robert Maynard 3391

Bob Nelson 2730

Donald Johnson 2731

280th ST

3127

Neal Lloyd 3127

3236 Trl

Rick Levering 2751

Thomas Leasley 3364

3589 St

3529

Paul Hoefling 3529

Richard Mack 2789

280th ST

3127

Neal Lloyd 3127

3236 Trl

Rick Levering 2751

Thomas Leasley 3364

3589 St

3529

Paul Hoefling 3529

Richard Mack 2789

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

Date: 9/23/2020 Weekly Agenda Date: 9/29/2020

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

**WORDING FOR AGENDA ITEM:**

Consideration of a utility permit for installation of new fiber optic cable in county rights of way in Wolf Creek Township for Western Iowa Telephone Association

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Western Iowa Telephone has applied for a permit to allow the installation of a buried fiber optic cable in county rights of way in Wolf Creek Township along D38 and Jasper Avenue.

**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 location and recommends that the work be allowed.

**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 Western Iowa Telephone Association for fiber optic cable in Wolf Creek Township along D38 and Jasper Avenue.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the underground utility permit for Western Iowa Telephone for fiber optic cable in Wolf Creek Township along D38 and Jasper Avenue and to direct the chair to sign the permit.

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

REQUEST BY APPLICANT:

Name Western Iowa Telephone Association

Highway D38

Address 202 Cedar Street Lawton, IA 51030

Township WOLF CREEK

City of \_\_\_\_\_

Office Phone 712-944-5711 Local Phone 712-870-1298

Section:  $\frac{1}{4}$  of  $\frac{1}{4}$  Sec

Type of Utility Installation Underground Fiber Optic Cable

T 88 N, R 44 W

Plans Prepared By Phillip Robinson

Copy Enclosed  Yes \_\_\_\_\_ No

Map Showing Location Enclosed  Yes \_\_\_\_\_ No

Utility Location is  cross right-of-way overhead

parallel to right-of-way underground

Proposed Method of Installation

\_\_\_\_\_ tunnel

\_\_\_\_\_ suspend on poles

\_\_\_\_\_ cased

jack & bore

\_\_\_\_\_ suspend on towers

\_\_\_\_\_ trench

\_\_\_\_\_ open cut

plow

Estimated Starting Date 9-29-2020

Estimated Restoration Date 10-13-2020

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, Movable, IA 51039. One executed copy will be returned to the Applicant.

By Phillip Robinson  
(Signature of Authorized Utility Representative)

Title Operations Manager

Date 9-21-2020

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 \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Title \_\_\_\_\_

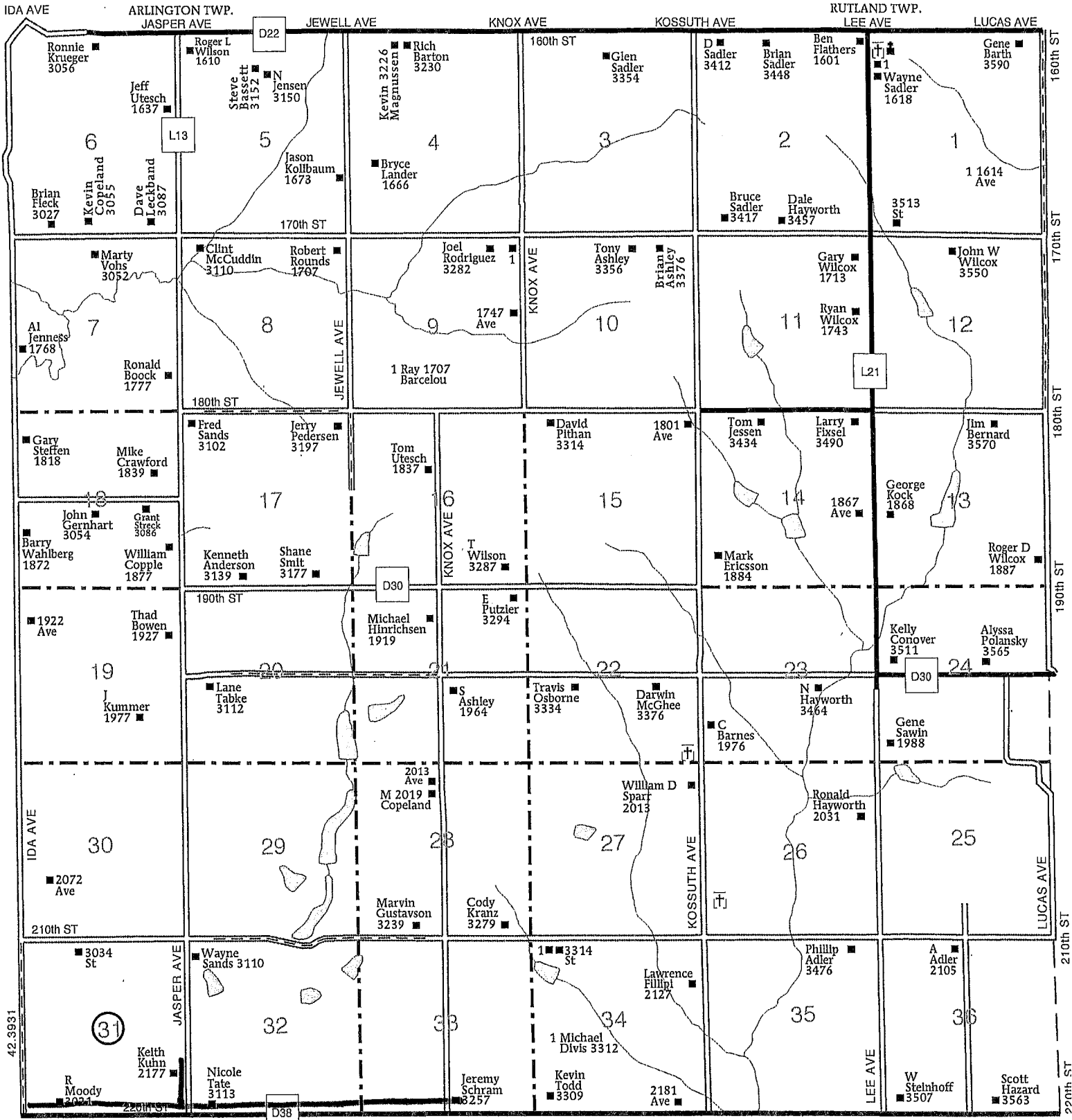
Date \_\_\_\_\_

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.

(Residents - Owners or Renters)



-96.0092

GRANT TWP.

IDA AVE  
MOVILLE TWP.  
42.3931

JASPER AVE  
160th ST  
170th ST  
180th ST  
190th ST  
200th ST  
210th ST  
220th ST  
LUCAS AVE

ARLINGTON TWP.

RUTLAND TWP.

JASPER AVE

JEWELL AVE

KNOX AVE

KOSSUTH AVE

LEE AVE

LUCAS AVE

L13

L21

D30

D30

D38

31

-96.0092

GRANT TWP.

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

**#7**

Date: 9/23/20 Weekly Agenda Date: 9/29/20

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

**WORDING FOR AGENDA ITEM:**

Update on Grant Application to SIMPCO for CARES Act Funds

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The Board will receive an update on the status of a grant application made to the Siouland Interstate Metropolitan Planning Council (SIMPCO) for CARES Act funds.

**BACKGROUND:**

On 7/20/20, the U.S. EDA awarded SIMPCO with \$400,000 in CARES Act funds for qualified planning projects within SIMPCO's service region. On 8/11/20, the CED Director received consensus from the Board to request \$100,000 from SIMPCO to update the county's General Development Plan. An application was submitted on 8/13/20, and on 9/21/20 the CED Director received notice from SIMPCO of their ability to fund 50% of our \$100,000 request.

**FINANCIAL IMPACT:**

\$50,000 from Local Option Sales Tax (LOST) and/or Gaming Revenue, payable in FY21/22

**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:**

Accept the \$50,000 and direct the CED Director to work with SIMPCO and develop an agreement between the County and SIMPCO which states the project scope, expected deliverables and cost/payment details. Then, through the upcoming budget process, allocate \$50,000 (from LOST and/or Gaming Revenue) for payment to SIMPCO in FY21/22 for the planning project.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to direct the CED Director to work with SIMPCO and develop an agreement between the County and SIMPCO which states the project scope, expected deliverables and cost/payment details.

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[Funding Opportunities \(/funding-opportunities/\)](#)

[Programs \(/programs/\)](#)

[Success Stories \(/success-stories/\)](#)

[Tools \(/tools/\)](#)

[Newsroom \(/news/\)](#)

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U.S. Department of Commerce Invests \$400,000 in CARES Act Funding to Boost Economic Development Programs Critical to Helping Tri-State Area of Iowa, Nebraska and South Dakota Respond to Coronavirus

## PRESS RELEASE

### U.S. DEPARTMENT OF COMMERCE INVESTS \$400,000 IN CARES ACT FUNDING TO BOOST ECONOMIC DEVELOPMENT PROGRAMS CRITICAL TO HELPING TRI-STATE AREA OF IOWA, NEBRASKA AND SOUTH DAKOTA RESPOND TO CORONAVIRUS

**Contact: EDA Public Affairs Department, (202) 482-4085  
July 20, 2020**

[%20CARES%20Act%20Funding%20to%20Boost%20Economic%20Development%20Programs%20Critical%20to%20Helping%20Tri-state%20Area%20of%20Iowa%20Nebraska%20and%20South%20Dakota%20Respond%20to%20the%20Coronavirus%20Pandemic](#)

WASHINGTON – Today, the U.S. Department of Commerce's Economic Development Administration (EDA) is awarding a \$400,000 CARES Act Recovery Assistance grant to the Siouxland Interstate Metropolitan Planning Council, Sioux City, Iowa, to update economic development plans and fortify programs to assist communities in responding to the coronavirus pandemic.

"The Trump Administration is eager to allocate these essential CARES Act funds and deliver on our promise to help American communities recover from the impact of COVID-19," said Secretary of Commerce Wilbur Ross. "I am proud of the perseverance and strength shown by our communities coast to coast throughout this pandemic, and these funds will help provide the Tri-state region with the necessary resources to make a swift and lasting economic comeback."

"This investment comes at a crucial time to help the Tri-state region's and our nation's economy come roaring back and provide hard-working Americans with new opportunities," said Dana Gartzke, Performing the Delegated Duties of the Assistant Secretary of Commerce for Economic Development. "We are pleased to make this investment in the Siouxland Interstate Metropolitan Planning Council to develop a regional recovery and resiliency economic development plan, provide technical services to local governments, and assist local economic development partners in their coronavirus pandemic recovery and resiliency efforts for businesses."

The Siouxland Interstate Metropolitan Planning Council, an EDA-designated Economic Development District (EDD), is one of the more than 850 existing, high-performing EDA EDD, University Center, Tribal, and Revolving Loan Fund (RLF) grant recipients invited to apply for supplemental funding under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

The CARES Act, [signed into law \(https://www.whitehouse.gov/briefings-statements/remarks-president-trump-signing-h-r-748-cares-act/\)](https://www.whitehouse.gov/briefings-statements/remarks-president-trump-signing-h-r-748-cares-act/) by President Donald J. Trump, provides EDA with \$1.5 billion for economic development assistance programs to help communities prevent, prepare for, and respond to the coronavirus pandemic.

On May 7, Secretary Ross announced that [EDA is accepting applications \(https://www.commerce.gov/news/press-releases/2020/05/us-department-commerce-announces-availability-15-billion-cares-act\)](https://www.commerce.gov/news/press-releases/2020/05/us-department-commerce-announces-availability-15-billion-cares-act) for CARES Act Recovery Assistance funding opportunities.

EDA CARES Act Recovery Assistance, which is being administered under the authority of the bureau's flexible [Economic Adjustment Assistance \(/pdf/about/Economic-Adjustment-Assistance-Program-1-Page.pdf\)](#) (EAA) (PDF) program, provides a wide-range of financial assistance to eligible communities and regions as they respond to and recover from the impacts of the coronavirus pandemic. For complete information, please visit our recently updated [EDA CARES Act Recovery Assistance page \(/coronavirus/\)](#).

#### About the U.S. Economic Development Administration ([www.eda.gov \(/\)](http://www.eda.gov/))

The mission of the U.S. Economic Development Administration (EDA) is to lead the federal economic development agenda by promoting competitiveness and preparing the nation's regions for growth and success in the worldwide economy. An agency within the U.S. Department of Commerce, EDA makes investments in economically distressed communities in order to create jobs for U.S. workers, promote American innovation, and accelerate long-term sustainable economic growth.



**MEMORANDUM**

TO: Local Governments in the SIMPCO Region

FROM: Michelle Bostinelos, Executive Director

DATE: July 22, 2020

RE: SIMPCO CARES ACT RECOVERY ASSISTANCE

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The Siouxland Interstate Metropolitan Planning Council (SIMPCO) was awarded grant funds through the U.S. Economic Development Administration’s CARES Act Recovery Assistance. This EDA investment award provides funding to assist the SIMPCO region in responding to the COVID-19 pandemic. SIMPCO will develop a regional recovery & resiliency economic development plan, provide technical services to local governments in their recovery efforts, and assist local economic development partners in recovery and resiliency efforts for businesses in the SIMPCO region. The total grant award is \$400,000. SIMPCO will work with members and local partners to identify specific activities within the counties of Woodbury, Plymouth, Cherokee, Ida and Monona in Iowa and Dakota in Nebraska.

SIMPCO is asking local governments within the region to submit an application for technical assistance.

**Types of Projects Eligible for Funding**

SIMPCO is committed to providing technical services to local governments in the response, recovery, and resiliency efforts of the COVID-19 pandemic. Types of eligible projects may include: community surveys, GIS mapping, data collection/analysis, updating of local planning documents (municipal codes, zoning codes, and comprehensive plans), recovery/resiliency plans, emergency management planning, infrastructure improvement plans and grant writing. Please contact SIMPCO with questions on eligibility.

**The Application Process/Scoring Criteria**

Applications may be mailed or emailed to [simpcO@simpcO.org](mailto:simpcO@simpcO.org) on or before August 14, 2020 by 5:00 pm.

All projects must indicate a link to response, recovery and resiliency efforts within your community. Projects will be selected based on established criteria. SIMPCO will attempt to complete as many projects as possible with the funds available. Eligible projects will be

completed by ranking order. These projects will either be completed by SIMPCO staff or through consulting services.

Projects will be scored based on the following criteria:

<b>Criteria</b>	<b>Weight</b>	<b>Scoring</b>
SIMPCO Member	5	5 = Member 1 = Non-member
COVID-19 Response, Recovery or Resiliency Linkage	10	10 = High linkage 8 = Moderate linkage 4 = Low linkage 0 = No linkage
Time (estimated length of project)	5	5 = < 3 months 4 = 3-6 months 3 = 6 – 12 months 0 = greater than 12 months
Total:	20	

**Questions/Comments**

Please submit all questions/comments to Michelle Bostinelos, Executive Director at 712-224-8902 (office), 712-223-8681 (cell) or by email at [mbostinelos@simpco.org](mailto:mbostinelos@simpco.org) .

***There will be an informational Zoom meeting on August 5, 2020 at 4:00 p.m.***

**<https://zoom.us/j/94267297781>**

***Meeting ID: 942 6729 7781 / Meeting Password: 732568 / Phone: 312-626-6799***





Siouxland Interstate Metropolitan Planning Council

1122 PIERCE STREET • SIOUX CITY IOWA • 51105 • PHONE 712.279.6286 • FAX 712.279.6920 • EMAIL SIMPCO@SIMPCO.ORG

**CARES ACT RECOVERY  
APPLICATION FOR ASSISTANCE**  
Must be received by 5 p.m. on August 14, 2020  
Submit by email to [simpco@simpco.org](mailto:simpco@simpco.org)

Local Government Name: Woodbury County, Iowa

SIMPCO Member:  YES  NO

Contact Name: David Gleiser  
Title: Director of Community & Economic Development  
Address: 620 Douglas Street, 6<sup>th</sup> Floor, Sioux City, IA 51101  
Email: [dgleiser@woodburycountyiowa.gov](mailto:dgleiser@woodburycountyiowa.gov)  
Telephone: (712) 279-6609

Project Title: Woodbury County 2040 – A Comprehensive Development Plan

Project Description (no more than 1 page): The project must be linked to response, recovery and resiliency efforts related to COVID-19 pandemic.

See attached.

Estimated Project Length/Timeline: 6 to 12-months

Expected Deliverables:

The goal of this project will be to develop a 20-year policy-guiding Comprehensive Development Plan that will ensure growth-management policies and actions remain consistent with the visions and desires of Woodbury County residents and businesses in a post-pandemic world. Expected deliverables include a functional project website, and electronic/hard-copies of the draft/final plans and relevant mapping.

**Project Description:**

Woodbury County is the largest and most populous county in the SIMPCO region and has been a longtime member and supporter of the organization. The county has a tremendous amount of experience and success in collaborating with SIMPCO on various projects and initiatives, and county officials are excited for the opportunity to partner with SIMPCO and the U.S. EDA on this important recovery planning effort.

As the largest and most populous county in the Siouxland MSA and SIMPCO region, Woodbury County serves as the regional hub for services, housing, employment, entertainment, agriculture, and economic development activity. The county provides a mix of urban and rural lifestyles and is charged with overseeing a \$60 million budget for its 102,000+ residents and 15 incorporated cities. As such, the county's economic stability is critical to the local and regional economy. Any disruption could have catastrophic results.

In response to the COVID-19 pandemic, Woodbury County officials continue to track decreased revenues and increased expenditures for the current and upcoming fiscal year. County fiscal assumptions project budgetary and economic consequences due to the pandemic and will require county officials to act quickly to ensure county government has the economic stability to prepare, respond, and recover from the COVID-19 pandemic.

In preparation for its response, recovery and resiliency efforts related to the COVID-19 pandemic, Woodbury County is seeking to partner with SIMPCO and utilize \$100,000 of CARES Act Recovery Assistance award funds to pay for the services of SIMPCO staff and/or a qualified planning consultant/firm to work with and assist county staff, stakeholders, elected officials, and the community in the development of a new comprehensive development plan, "Woodbury County 2040 - A Comprehensive Development Plan" (2040 Plan).

This document is critical to the county's ability to remain a viable location for continued economic and community development investments in a post-pandemic world, as it will help guide smart and effective development throughout the county, thus ensuring the stability of the local and regional economy. Due to the current and potential impacts to the county because of the COVID-19 pandemic, county elected officials and staff understand the high linkage of this planning project to the county's fiscal health. As such, they recommend the immediate development of the 2040 Plan accordingly.

The 2040 Plan will represent the county's vision for the future with long-range goals and objectives for all activities that affect county government. This includes guidance on how to make decisions on public and private land development proposals, the expenditure of public funds, and issues of pressing concern (such as farmland preservation or responding to a disaster situation). The 2040 Plan will provide continuity across time, and give successive elected officials and staff a common framework for addressing such issues in a post-pandemic world. The goals and policies of the 2040 Plan will be organized into categories that are broad enough to group related issues, but still allow a clear distinction between them. These categories are used only for logical organization, not priority or importance. The categories shall include, but not be limited to:

- Executive Summary
- County Context (demographics)
- Goals, Policies, Strategies
- Land Use
- Transportation
- Housing
- Parks and Recreation
- Public Safety
- Economic Development
- Conservation and Environmental
- Facilities and Operations
- Disaster Response, Recovery, Resiliency

Below is a brief description of the four phases of the 2040 Plan:

Phase 1: kick-off meeting with the steering committee and the creation of a project website.

Phase 2: community input and vision development for the county's future.

Phase 3: development and review of a plan draft.

Phase 4: final draft and the county's adoption.

Initial estimates for this recovery planning project anticipate a 6 to 12-month completion timeframe. However, it is possible the project could be completed within a 3 to 6-month timeframe.

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

#8

Date: 9/24/20

Weekly Agenda Date: 9/29/20

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Pat Gill, Auditor & Recorder

**WORDING FOR AGENDA ITEM:**

Authorization to Sign CTL Grant for Planning and Operationalizing Safe and Secure Elections

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Election Administration has applied for and has been awarded a Planning and Operationalizing Safe and Secure Elections grant for the administration of the general election in the amount of \$156,112.00 USD. The grant requires the signature of the chairperson to accept the funds.

**BACKGROUND:**

During a presentation by the Secretary of State's office, the auditor's office was made aware of grant moneys available for the administration of the 2020 General Election.

**FINANCIAL IMPACT:**

The 2020 General Election budget was submitted before we were aware of the ongoing pandemic that we are currently dealing with. These funds will certainly alleviate the need for a budget amendment that was certain to occur because of the increased costs of conducting an election these unprecedented times.

**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 to authorize the chairman to sign the grant agreement.

**ACTION REQUIRED / PROPOSED MOTION:**

Move to authorize the chairman to sign Center for Tech and Civic Life grant for the public purpose "Planning and Operationalizing Safe and Secure Elections in Woodbury County" for the 2020 general election in the amount of \$156,112.00 USD.

## Pat Gill

---

**From:** JotForm <grants@techandcivicle.org>  
**Sent:** Monday, September 21, 2020 5:54 PM  
**To:** Pat Gill  
**Subject:** Thank you! We've received your CTCL COVID-19 Response Grant Application.



CENTER FOR  
TECH AND  
CIVIC LIFE

### CTCL COVID-19 Response Grant Application

Who is completing this grant application? Pat Gill

What is your title? Auditor

What type of jurisdiction are you submitting an application on behalf of? County

County or Parish Name Woodbury

I certify that I am permitted to submit this grant request on behalf of the jurisdiction listed above. Yes

Your initials PFG

Today's Date 09-21-2020

What number can we reach you at during business hours? (712) 251-1153

Office Mailing Address Street Address: 620 Douglas Street  
Street Address Line 2: Room 103  
City: Sioux City  
State / Province: IA  
Postal / Zip Code: %1101

What is the email address you use for work? pgill@woodburycountyiowa.gov

Share a link to an official government page that contains your bio or lists you in a staff directory <https://www.woodburycountyiowa.gov/elections-meet-pat-gill>

How many active registered voters does your jurisdiction have? 58466

Number 16

What is your jurisdiction's total budget allocated to elections this fiscal year as of September 1, 2020? 607642

[Current Elections Budget.pdf](#)

[W-9.pdf](#)

For which public purposes will your jurisdiction use grant funds?

Ballot drop boxes  
Drive-through voting  
Election department real estate costs, or costs associated with satellite election department offices  
Non-partisan voter education  
Personal protective equipment (PPE) for staff, poll workers, or voters  
Poll worker recruitment funds, hazard pay, and/or training expenses  
Polling place rental and cleaning expenses for early voting or Election Day  
Temporary staffing  
Vote-by-mail/Absentee voting equipment or supplies  
Election administration equipment

Will acceptance of this grant require a vote of approval by your local legislature, council, or board? Yes

Who will the approval body be and are there any dates or other timeline considerations we should be aware of? Woodbury County Board of Supervisors

Title of Signatory or Name of Signatory Body Chairperson of the Woodbury county Board of Supervisors

Name of Signatory (if an individual) Matthew Ung

How did you hear about this grant opportunity? State Election Office



CENTER FOR  
TECH AND  
CIVIC LIFE

September 23, 2020

Woodbury County, Iowa  
County Board of Supervisors  
620 Douglas St.  
Sioux City, IA 51101

Dear Matthew Ung,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Woodbury County, the Center for Tech and Civic Life (“CTCL”), a nonprofit organization tax-exempt under Internal Revenue Code (“IRC”) section 501(c)(3), has decided to award a grant to support the work of Woodbury County (“Grantee”).

The following is a description of the grant:

**AMOUNT OF GRANT:** \$156,112.00 USD

**PURPOSE:** The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Woodbury County in 2020 (“Purpose”).

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement (“Grant Agreement”) and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction (“Applicable Laws”). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.
3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Ballot drop boxes, Drive-through voting, Election department real estate costs, or costs associated with satellite election department offices, Non-partisan voter education, Personal protective equipment (PPE) for staff, poll workers, or voters, Poll worker recruitment funds, hazard pay, and/or training expenses, Polling place rental and cleaning expenses for early voting or Election Day, Temporary staffing, Vote-by-mail/Absentee voting equipment or supplies, and Election administration equipment. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and





- shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the County Auditor (“the Election Department”) or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
  9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
  10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.

Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at [grants@techandcivicliflife.org](mailto:grants@techandcivicliflife.org).

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601  
[HELLO@TECHANDCIVICLIFE.ORG](mailto:HELLO@TECHANDCIVICLIFE.ORG)

GRANTEE

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

