



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JANUARY 24) (WEEK 4 OF 2023)**

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

www.woodburycountyiowa.gov

Daniel A. Bittinger II
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Keith W. Radig
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Jeremy Taylor
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Matthew A. Ung
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 24, 2023 at **3:30 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. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of 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. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except when directed by the Chair or a majority of the board for a particular agenda item of a subsequent meeting.

AGENDA

3:15 p.m. Swearing in of new County Board of Supervisor

3:30 p.m. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

1. Approval of the agenda

Action

Consent Agenda

Items 2 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.

2. Approval of the minutes of the January 17, 2023 meeting
3. Approval of claims
4. Approval for Neapolitan Labs to participate electronically for the January 31, 2023 meeting
5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Approval of request to deauthorize county position
 - d. Approval of retiree request to remain on the county dental insurance

6. County Auditor – Patrick Gill
 - a. Receive the appointment of Amanda Bennett as Floyd Township Clerk
 - b. Receive the appointment of David Dorale as the Oto Township Clerk
 - c. Receive the appointment to the vacant position of the District 3 Woodbury County Supervisor

End Consent Agenda

7. Board of Supervisors – Matthew Ung
Update on CF Industries abatement schedule and tax revenue Information

8. **Budget Review Discussion for FY 2024**
WCICC-IT – John Malloy
 - a. Operating budget (Page 18-23) Action
 - b. Improvement request (Page 1-23) Action
 - c. CIP request (Page 1-20) Action

9. Secondary Roads – Mark Nahra
Approve the final voucher for project FM-CO97(136)—55-97 with Knife River LLC Action

10. County Attorney – James Loomis
Approval of request for the Board to take action on certain proposals to address six vacant attorney positions Action

11. Reports on Committee Meetings Information

12. Citizen Concerns Information

13. Board Concerns Information

14. **Budget Review Discussion for FY 2024**
 - a. Reduce Cash Reserves by \$200,000 in the General Basic Fund (Partial balance of County Attorney carryover of \$412,630) Action
 - b. Discussion and action on use of LATCF (Local Assistance and Tribal Consistency Fund) Revenues Action
 - c. Consideration of improvement requests Action
 - d. FY 2024 CIP requests Action
 - e. FY 24 overall budget review Action

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

TUE., JAN. 24	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
WED., JAN. 25	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., JAN. 26	10:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, 1122 Pierce St.
	11:15 a.m.	Western Iowa Community Improvement Regional Housing Trust Fund - Hybrid
WED., FEB. 1	10:00 a.m.	Loess Hills Alliance Protection Committee Meeting – Pisgah, Iowa
	11:00 a.m.	Loess Hills Alliance Stewardship Committee Meeting
	1:00 p.m.	Loess Hills Alliance Executive Meeting
	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
THU., FEB. 2	12:00 p.m.	SIMPSCO Regional Policy & Legislative Affairs Committee Meeting - Hybrid
MON., FEB. 6	6:00 p.m.	Board of Adjustment meeting, First Floor Boardroom
WED., FEB. 8	7:30 a.m.	SIMPSCO Executive-Finance Committee Meeting - Hybrid
	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THU., FEB. 9	12:00 p.m.	SIMPSCO Board of Directors, 1122 Pierce St.
	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
WED., FEB. 15	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	1:00 p.m.	Regional Workforce Development Meeting, 2508 4 th Street, Sioux City
THU., FEB. 16	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., FEB. 17	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
WED., FEB. 22	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., FEB. 23	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPSCO Office, 1122 Pierce
MON., FEB. 27	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom

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.

JANUARY 17, 2023, THIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, January 17, 2023, at 4:30 p.m. Board members present were Taylor, Ung, Radig and Bittinger. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, James Loomis, County Attorney, Melissa Thomas, Human Resources Director, Michelle Skaff, Deputy Auditor 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. Motion by Ung second by Taylor to approve the agenda for January 17, 2023. Carried 4-0. Copy filed.
Motion by Ung second by Radig to approve the following items by consent:
2. To approve minutes of the January 10, 2023 meeting. Copy filed.
3. To approve the claims totaling \$1,003,546.88. Copy filed.
- 4a. To receive the Auditor's Quarterly report for October 1, 2022 thru December 31, 2022. Copy filed.
- 4b. To approve an application for a 12-month, Class C Liquor License (LC), with Outdoor Service and Sunday Sales for Lofted View Events, effective 12/5/22. Copy filed.
5. To approve a letter appointing members to the Commission to Assess Damages. Copy filed.
6. To approve the appointment of Aaron Gehling to the Conservation Board. Copy filed.
- 7a. To approve the transfer of Todd Hayes, Youth Worker, Juvenile Detention Dept., effective 01-18-23, \$26.28/hour, 0%. Position Transfer from Part-time to Full-time Youth Worker; the separation of Emily Olague, Clerk II, County Treasurer Dept., effective 01-19-23. Resignation.; the appointment of Tyler Anderson, Civilian Jailer, County Sheriff Dept., effective 01-30-23, \$23.33/hour. Job Vacancy Posted 12-7-22. Entry Level Salary: \$23.33/hour.; the appointment of Luis Hamman, Civilian Jailer, County Sheriff Dept., effective 01-30-23, \$23.33/hour., Job Vacancy Posted 12-7-22. Entry Level Salary: \$23.33/hour.; the appointment of Landon Smith, Civilian Jailer, County Sheriff Dept., effective 01-30-23, \$23.33/hour. Job Vacancy Posted 12-7-23. Entry Level Salary: \$23.33/hour.; the reclassification of Daniel Priestly, Coordinator, Community & Economic Development Dept., effective 02-06-23, \$67,184.87/year, \$2,488.33/by-weekly, 5%=\$3,199.28/yr. Salary Change. Copy filed.
- 7b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for a Clerk II, County Treasurer Dept. AFSCME Courthouse: \$18.22/hour. Copy filed.
Carried 4-0.
8. Motion by Taylor second by Ung to approve Engagement Agreement with Dorsey for the I29 Interchange Project. Carried 4-0. Copy filed.
9. Motion by Radig second by Ung to approve the quit claim deed for vacated excess right of way on Old Lakeport Road and direct the chair to sign the deed. Carried 4-0. Copy filed.
10. Reports on committee meetings were heard.
11. There were no citizen concerns.
12. Board concerns were heard.
- 13a. Motion by Ung second by Taylor to receive the Debt Services Fund budget as submitted. Carried 4-0.
- 13b. Motion by Ung second by Taylor to receive the County Attorney Administration budget increased by \$32,561.00. Carried 4-0.

Motion by Taylor second by Radig to receive the County Attorney Edward Byrne Grant budget reduced by \$2,355.00. Carried 4-0.

Motion by Radig second by Ung to receive the County Attorney – Collections budget reduced by \$1,257.00. Carried 4-0.

Motion by Radig second by Taylor to receive the County Attorney HIDTA Grant budget as submitted. Carried 4-0.

Motion by Taylor second by Radig to receive the County Attorney Juvenile Division budget reduced by \$7,544.00. Carried 4-0.

Motion by Radig second by Taylor to receive the County Attorney Jury & Witness Fees budget as submitted. Carried 4-0.

Motion by Radig second by Ung to receive the County Attorney Forfeiture budget as submitted. Carried 4-0.

Motion by Radig second by Taylor to receive the County Attorney Fine Collections budget as submitted. Carried 4-0.

The Board adjourned the regular meeting until January 24, 2023.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 24, 2023

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Belding, Brent	County Sheriff	1-30-23	Civilian Jailer	\$23.33/hour		A	Job Vacancy Posted 12-21-22. Entry Level Salary: \$23.33/hour.
Nemitz, Madison	Juvenile Detention	2-06-23	Youth Worker	\$22.47/hour	3.4%=\$.75/hr	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.
Larson, Bradley	Secondary Roads	2-06-23	Equipment Operator	\$26.92/hour	3%=\$.81/hr	E	Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase.
Bockenstedt, Drew	County Attorney	1-23-23	85% 2 nd Deputy	\$127,897.29/year \$4,736.94/ bi-weekly	13%= \$14,754.44/yr	P	Promotion from Assistant County Attorney to 85% 2 nd Deputy.
Campbell, Mark	County Attorney	2-10-23	85% 1st Deputy			S	Retirement

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: *Melissa Thomas HR Director*

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: January 24, 2023

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Attorney	Assistant County Attorney	AFSCME: \$67,271.54- \$113,142.85/year		
County Attorney	Percentage 1 st Deputy (85%)	\$127,897.29/year		
County Attorney	Percentage 2 nd Deputy (85%)	\$127,897.29/year		

Chairman, Board of Supervisors

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: January 24, 2023

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
County Attorney	Assistant County Attorney		

Chairman, Board of Supervisors

Lisa Anderson

From: Melissa Thomas
Sent: Wednesday, January 18, 2023 9:24 AM
To: Mark Campbell
Cc: Lisa Anderson
Subject: RE: Request to Remain on Delta Dental Retirement Plan

Thank you!

From: Mark Campbell <mcampbell@woodburycountyiowa.gov>
Sent: Tuesday, January 17, 2023 3:25 PM
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Subject: Request to Remain on Delta Dental Retirement Plan

Melissa,

Please consider this email my request to remain on the Delta Dental retirement plan offered by Woodbury County.

Mark A. Campbell
Woodbury County Attorney's Office
620 Douglas Street # 300
Sioux City IA 51101
Telephone: 712-279-6516 | FAX: 712-279-6457
Email: mcampbell@woodburycountyiowa.gov

PATRICK F. GILL
WOODBURY COUNTY
AUDITOR RECORDER
COMM OF ELECTIONS

2023 JAN 18 AM 11:00

January 13, 2023

Reference: Floyd Township Clerk

The Floyd Township trustees met at the home of Noel Plummer on January 13, 2023 to discuss a replacement for resigning township clerk Joyce Roeschke as of 12/31/2022.

The meeting was called to order at 1 PM. by Noel Plummer, Trustees present were Ken Johnson, Don Wohlert, and Noel Plummer. A motion was made by Wohlert to accept the resignation of Joyce Roeschke, seconded by Johnson. The resignation was accepted by all three Trustees.

Floyd Township Trustees wish to appoint for the position of Township

Clerk: Amanda Bennett
2064 180th st.
Bronson, Ia.

The Meeting was adjourned at 1:30 PM

Respectfully,
Noel Plummer



NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: Oto Twp School/City/Township/
Extension/Soil & Water
Secretary/Clerk
1-2-23 Date

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular/general election:

For the office of Clerk
Name David Dorale
Address 220 Rosal St.
City/Zip Oto, Iowa 51044
Date of appointment 12-14-22

PATRICK F. GILL
WOODBURY COUNTY
AUDITOR RECORDER
COMM OF ELECTIONS

2023 JAN 13 PM 3:07

This appointment is to fill the office previously held by:

Joseph L. O'Connell
(Name of previous official)

RETURN TO: Patrick F. Gill
Woodbury County Commissioner of Elections
620 Douglas St, Rm 103
Sioux City, IA 51101

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

Date: 1/19/2023 Weekly Agenda Date: 1/24/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Chairman Matthew Ung

WORDING FOR AGENDA ITEM:

Update on CF Industries Abatement Schedule and Tax Revenue

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Compared to last year (FY23), the county is realizing an additional \$201,875 in revenue for FY24. For any additional ongoing expenses budgeted, the county will realize an additional \$252,343 in FY25.

BACKGROUND:

See attached.

FINANCIAL IMPACT:

County share: FY23 (current) is \$1,110,311.
FY24 is \$1,312,186.
FY25 is \$1,564,529.

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:

These increases in revenues are currently unencumbered. With the FY24 budget being balanced with no increase to the tax rate, the board should consider these additional revenues for FY24 of \$201,875 to offset any improvement requests for ongoing expenses approved for FY24.

ACTION REQUIRED / PROPOSED MOTION:

n/a

CF Abatement Schedule

1) Assessment Agreement Value		595,000,000
3) Placed in Service Date		2016
4) Real Property Construction Costs by Year		
Partial Assessment	2015	36,007,950
Minimum Assessment	2016	595,000,000

Abatement	Calendar	Fiscal	Full	Abatement	Assessment	Taxable	Cummulative		Taxes	43.00%	
<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>FMV</u>	<u>Percentage</u>	<u>Abatement</u>	<u>Release</u>	<u>Value</u>	<u>Taxable Value</u>	<u>Tax Rate</u>	<u>Generated</u>	<u>County Share of Taxes</u>
0	2014	2015-2016	-	-	-						
0	2015	2016-2017	36,007,950	100.00%	36,007,950						
1	2016	2017-2018	595,000,000	100.00%	595,000,000	0	0				
2	2017	2018-2019	595,000,000	0.04%	571,200,000	23,800,000	21,420,000	21,420,000	22.07100	472,760.82	203,287
3	2018	2019-2020	595,000,000	0.09%	541,450,000	29,750,000	26,775,000	48,195,000	21.76753	1,049,086.11	451,107
4	2019	2020-2021	595,000,000	0.13%	517,650,000	23,800,000	21,420,000	69,615,000	22.34329	1,555,428.13	668,834
5	2020	2021-2022	595,000,000	0.18%	487,900,000	29,750,000	26,775,000	96,390,000	22.29326	2,148,847.33	924,004
6	2021	2022-2023	595,000,000	0.22%	464,100,000	23,800,000	21,420,000	117,810,000	21.91765	2,582,118.35	1,110,311
7	2022	2023-2024	595,000,000	0.26%	440,300,000	23,800,000	21,420,000	139,230,000	21.91765	3,051,594.41	1,312,186
8	2023	2024-2025	595,000,000	0.36%	410,550,000	29,750,000	26,775,000	166,005,000	21.91765	3,638,439.49	1,564,579
9	2024	2025-2026	595,000,000	0.35%	386,750,000	23,800,000	21,420,000	187,425,000	21.91765	4,107,915.55	1,766,404
10	2025	2026-2027	595,000,000	0.40%	357,000,000	29,750,000	26,775,000	214,200,000	21.91765	4,694,760.63	2,018,747
11	2026	2027-2028	595,000,000	0.44%	333,200,000	23,800,000	21,420,000	235,620,000	21.91765	5,164,236.69	2,220,622
12	2027	2028-2029	595,000,000	0.48%	309,400,000	23,800,000	21,420,000	257,040,000	21.91765	5,633,712.76	2,422,496
13	2028	2029-2030	595,000,000	0.53%	279,650,000	29,750,000	26,775,000	283,815,000	21.91765	6,220,557.83	2,674,840
14	2029	2030-2031	595,000,000	0.57%	255,850,000	23,800,000	21,420,000	305,235,000	21.91765	6,690,033.90	2,876,715
15	2030	2031-2032	595,000,000	0.62%	226,100,000	29,750,000	26,775,000	332,010,000	21.91765	7,276,878.98	3,129,058
16	2031	2032-2033	595,000,000	0.66%	202,300,000	23,800,000	21,420,000	353,430,000	21.91765	7,746,355.04	3,330,933
17	2032	2033-2034	595,000,000	0.70%	178,500,000	23,800,000	21,420,000	374,850,000	21.91765	8,215,831.10	3,532,807
18	2033	2034-2035	595,000,000	0.75%	148,750,000	29,750,000	26,775,000	401,625,000	21.91765	8,802,676.18	3,785,151
19	2034	2035-2036	595,000,000	0.79%	124,950,000	23,800,000	21,420,000	423,045,000	21.91765	9,272,152.24	3,987,025
20	2035	2036-2037	595,000,000	0.84%	95,200,000	29,750,000	26,775,000	449,820,000	21.91765	9,858,997.32	4,239,369
TIF Done	2036	2037-2038	595,000,000	1.00%	0	95,200,000	85,680,000	535,500,000	21.91765	11,736,901.58	5,046,868
Total Taxes Generated										109,919,284.44	47,265,292

Bold is current FY

Relocation of WCICC Hosted Data Center

First & Third Proposal - Stay at current location

Second Proposal - Move to different location with annual costs

CIP Projects:

Generator FY 23	450,000
HVAC FY 24	350,000
UPS FY 24	50,000

Hosted Data Center	28,260
Estimated Power	29,112
Estimated Fiber Lease	8,736
Less 50% power savings @ Courthouse	<u>(14,556)</u>
Annual costs	51,552

Annual Costs for each Proposal

**First Proposal
Ten Year Loan -\$850,000 @ 5%**

**Second Proposal
Annual Payments**

<u>FY</u>	<u>Annual Cost</u>
24	127,500
25	123,250
26	119,000
27	114,750
28	110,500
29	106,250
30	102,000
31	97,750
32	93,500
33	<u>89,250</u>
	<u><u>1,083,750</u></u>

<u>FY</u>	<u>Annual Cost</u>
24	51,552
25	51,552
26	51,552
27	51,552
28	51,552
29	51,552
30	51,552
31	51,552
32	51,552
33	<u>51,552</u>
	<u><u>515,520</u></u>

Only change would be an increase in electric rates

Third Proposal
Five Year Loan -\$850,000 @ 5%

<u>FY</u>	<u>Annual Cost</u>
24	212,500
25	204,000
26	195,500
27	187,000
28	178,500
29	-
30	-
31	-
32	-
33	-
	765,000
	765,000

Second Proposal
Annual Payments

<u>FY</u>	<u>Annual Cost</u>
24	51,552
25	51,552
26	51,552
27	51,552
28	51,552
29	51,552
30	51,552
31	51,552
32	51,552
33	51,552
	515,520
	515,520

Only change would be an increase in electric rates

It is suggested to accept the second proposal which compared to the first proposal would save over a ten year period \$568,230 and compared to the third proposal would save \$249,480.

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

Date: 01/19/2023 Weekly Agenda Date: 01/24/2023

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

WORDING FOR AGENDA ITEM:

Consider approval of final voucher for project FM-CO97(136)--55-97

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Final voucher requires signature by the board of supervisors chairperson.

BACKGROUND:

The project included HMA paving on D38 from Bronson to K64. The project was bid at the Iowa DOT on December 17, 2019 and was completed August 20, 2020. Iowa DOT specifications require all construction items used have certification supplied to the county before final payment is made, the final material certifications have been received from Knife River LLC.

FINANCIAL IMPACT:

This project is funded Farm to Market funds.

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

Yes No

RECOMMENDATION:

Recommend that the board approve the final voucher for project FM-CO97(136)--55-97 with Knife River LLC.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the final voucher for project FM-CO97(136)--55-97 with Knife River LLC.

Contract 036459



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

FM-C097(136)--55-97
 HMA Resurfacing
 WOODBURY COUNTY ENGINEER

Voucher No. 9

DATE LAST VOUCHER 09-23-21
 MO. DAY YR.

THIS VOUCHER - - -
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 92944 KNIFE RIVER MIDWEST LLC BISMARK, ND									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	0.0	35.0	3.000										
ITEM NO.	ITEM DESCRIPTION			QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
0010	343.000	343.000	Cubic Yd	410	410	EXCAVATION, CL 10, RDWY+BORROW	TOTAL TO DATE	000	518400	000	000		
0020	2400.000	5185.460	Ton	410	410	GRANULAR SHLD, TYPE B	TOTAL TO DATE	000	5185460	000	000		
0030	90295.820	90295.820	Sq Yard	441	441	PAV'T, SCARIFICATION	TOTAL TO DATE	000	94307778	000	000		
0040	160.000	160.000	Sq Yard	441	441	BRIDGE APPROACH, TWO LANE	TOTAL TO DATE	000	160000	000	000		
0050	8100.000	8100.000	Ton	442	442	HMA ST INTERMEDIATE, 1/2"	TOTAL TO DATE	000	9019290	000	000		
0060	7400.000	7400.000	Ton	442	442	HMA ST SURF, 1/2", NO FRIC	TOTAL TO DATE	000	7810080	000	000		
0070	930.000	930.000	Ton	442	442	ASPH BINDER, PG 58-34S	TOTAL TO DATE	000	976500	000	000		
0080	2901.380	2901.380	Lump Sum	442	442	HMA PAV'T SAMPLE	TOTAL TO DATE	000	2901380	000	000		
0090	8000.000	8000.000	Each	442	442	PAY ADJ I/D-HMA MIXTURE LABORATORY VOI DS	TOTAL TO DATE	000	-9269270	000	000		

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

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

1. _____
 DATE PROJECT ENGINEER CERTIFICATION

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

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

CLAIMANT'S CERTIFICATION (Required for Final Payment Only)

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

 DATE SIGNED CLAIMANT (CONTRACTOR)

Contract 036459



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

FM-C097(136)--55-97
 HMA Resurfacing
 WOODBURY COUNTY ENGINEER

Voucher No. 9

DATE LAST VOUCHER 09-23-21
 MO. DAY YR.

THIS VOUCHER - -
 MO. DAY YR.

DAYS WORKED			RET. %
TO DATE	LAST VOUCH.	AUTH.	
	<u>0.0</u>	<u>35.0</u>	<u>3.000</u>

Contractor No. 92944 KNIFE RIVER MIDWEST LLC BISMARCK, ND

ITEM NO.	QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING		RURAL NON-PARTICIPATING		URBAN PARTICIPATING		URBAN NON-PARTICIPATING	
0100	8000.000	8000.000	Each	442			000	22844	120		000		000
	PAY ADJ I/D-HMA MIXTURE FIELD VOIDS					TOTAL TO DATE							
0110	13500.000	13500.000	Each	444			000	9400	000		000		000
	PAY ADJ I/D-HMA PAV'T SMOOTHNESS					TOTAL TO DATE							
0120	90295.820	90295.820	Sq Yard	444			000	89988	972		000		000
	COLD IN-PLACE RECYCLED ASPH PAV'T					TOTAL TO DATE							
0130	393.000	393.000	Ton	444			000	276	940		000		000
	ASPH STABILIZING AGENT (FOAMED ASPH)					TOTAL TO DATE							
0140	146.670	146.670	Sq Yard	410			000	146	667		000		000
	RMVL OF PAV'T					TOTAL TO DATE							
0150	2.000	2.000	Each	410			000	2	000		000		000
	SAFETY CLOSURE					TOTAL TO DATE							
0160	1302.000	1302.000	Station	442			000	1297	270		000		000
	PAINTED PAV'T MARK, WATERBORNE/SOLVENT					TOTAL TO DATE							
0170	6773.580	6773.580	Lump Sum	401			000	6773	580		000		000
	TRAFFIC CONTROL					TOTAL TO DATE							
0180	70.000	70.000	Each	401			000	45	000		000		000
	FLAGGER					TOTAL TO DATE							

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

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

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

CLAIMANT'S CERTIFICATION (Required for Final Payment Only)

I, _____ the _____

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

DATE _____ SIGNED CLAIMANT (CONTRACTOR)

Contract 036459



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

FM-C097(136)--55-97
 HMA Resurfacing
 WOODBURY COUNTY ENGINEER

Voucher No. 9

DATE LAST VOUCHER 09-23-21
 MO. DAY YR.

THIS VOUCHER - -
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 92944 KNIFE RIVER MIDWEST LLC BISMARK, ND									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	0.0	35.0	3.000										
0190	PILOT CAR			35.000	35.000	Each	401		000	22000	000	000	
	TOTAL TO DATE												
0200	MOBILIZATION			113696.850	113696.850	Lump Sum	401		000	113696850	000	000	
	TOTAL TO DATE												
7001	APPLIES TO ITEM 0020 GRANULAR SHLD, TYPE B			2785.460	2785.460	Ton	410		000	000	000	000	
	TOTAL TO DATE												
8001	(EACH ITEM) RECONSTRUCTION OF PAVING NOT CHES			1.000	1.000		401		000	1000	000	000	
	TOTAL TO DATE												
8002	8 INCH PORTLAND CEMENT CONCRETE PATCH			60.000	60.000		401		000	53777	000	000	
	TOTAL TO DATE												
8999	STOCKPILED MATERIALS			1.000	1.000	Lump Sum	401		000	000	000	000	
	TOTAL TO DATE												
	TOTAL TO DATE												
	TOTAL TO DATE												
	TOTAL TO DATE												

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

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

1. _____
 DATE PROJECT ENGINEER CERTIFICATION

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

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

CLAIMANT'S CERTIFICATION (Required for Final Payment Only)

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

 DATE SIGNED CLAIMANT (CONTRACTOR)

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

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

Date: 1/12/23

Weekly Agenda Date: 1/24/23

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: James Loomis, County Attorney

WORDING FOR AGENDA ITEM:

Requesting for the Board to take action on certain proposals to address 5 vacant attorney positions. With the retirement of First Assistant Mark Campbell, we will have 6 vacant positions by mid-February, 2023.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

During the January 10th Board of Supervisors Meeting I informed the Board of the need to fill the 6 vacant attorney positions. That this shortage in attorneys has been an issue since June, 2022. There have been only 4 applicants over that time period, with only one hire. Attorneys have been moved around to ensure all areas of responsibility are covered, and support staff has taken on extra duties to help the attorneys. My concern is that our office cannot continue like this and expect to serve Woodbury County like we need to. We need to fill the positions as soon as possible. It is my belief that the lack of a competitive salary package is a reason why we are seeing so few applicants and very few quality applicants.

I shared my thoughts on long term proposals with an internship program and creating a new deputy percentage attorney. I shared my thoughts on short term proposals to help address the issue: 1) 4%-5% wage increase across the board for all 12 steps; 2) permit the County Attorney to start a new hire at a step equal to their prosecutorial experience versus being limited to starting anybody at any step higher than 4, which is what the union contract provides for now. (If a new hire would have 6 years experience, I would be permitted to start them at Step 6.); 3) new hires would start with 1 week of vacation in the bank and immediately begin accruing more vacation; and 4) bonus to new hires.

I am proposing action on certain items that will be proposed.

BACKGROUND:

Since June, 2022 the County Attorney's Office has been dealing with attorney shortages and very few applicants to consider in filling those vacancies. We soon will have 6 vacant positions - 4 felony prosecutors and 2 indictable misdemeanor prosecutors. Attorneys have been moved around to ensure all areas of responsibility are covered, and support staff has taken on extra duties to help the attorneys. The County Attorney's Office is tasked with working hand in hand with law enforcement and community leaders to hold criminals accountable, obtain justice for victims, deter others from committing crimes, and ultimately keeping our communities as safe as possible. In short, we are tasked with serving. My concern is that the longer this issue continues, the ability to serve Woodbury County will be impacted. Action needs to be taken as soon as possible.

Long term proposals: 1) Create a paid internship program, paying \$18.00/hr., which will in turn hopefully generate a future pools of applicants. The Attorney General's Office offers matching funds up to \$1,200.00 if eligible and upon application. I intend to make application for matching funds. 2) Requesting the Board of Supervisors to turn one of the current assistant county attorney positions into an 85% deputy position (see Iowa Code section 331.323(2)(g)(Board determines how many deputies the county attorney has) and section 331.904 (salary shall not exceed 85% of county attorney). I believe creating this new position is important to the structure of the office because it is very likely that we will fill these positions with new attorneys who have little to no experience. My time will be spent training the new felony attorneys and will need that assistance and oversight in the misdemeanor division.

Short term proposals with :1) A 4% wage increase for all the attorneys in the office - all 12 steps of the union contract. 2) Permit the County Attorney to start a new hire at a step equal to their prosecutorial experience, but not in excess of their experience, versus being limited to starting anybody at any step higher than 4, which is what the union contract provides for now. 3) New attorney hires would start with one week of vacation in the bank and begin accrual immediately. And, 4) Pay a \$1,500.00 retention payment to current attorneys and new hires at the end of one year employment. To expire when current contract expires June 30, 2024.

The request for payment would be to use federal funds (ARPA) for the wage increases and retention pay. For the wage increase, I rely upon rule 3.1 from ARPA. For the retention pay, I rely upon rule 4.1 from ARPA. The payment of an intern and creation of a new percentage deputy would be part of the general budget, which from unpaid salaries is approximately \$429,000.

FINANCIAL IMPACT:

1. Internship Program - 40 hrs./week at \$18.00 per hour for approximately 12 weeks. Anticipating that we will receive \$1,200.00 in matching funds.
2. Creation of new deputy attorney position at 85% - I believe the funding was already approved at the January 17th board meeting.
3. 4% wage increase - See Exhibit #1 which are numbers obtained from Michelle in the Auditor's Office.
4. New hires at step commensurate with their prosecutorial experience - I am unsure of the impact as that will be dependent on the applicants we receive.
5. \$1,500.00 retention bonus for current and new hires - See Exhibit #2 which are numbers obtained from Michelle in the Auditor's Office.

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?

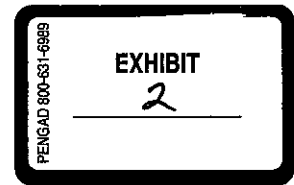
Yes No

RECOMMENDATION:

My recommendation is that the Board of Supervisors take up for consideration all four proposals and pass all 5 proposals to attract applicants for the 5 vacant positions and soon to be 6 vacant positions.

ACTION REQUIRED / PROPOSED MOTION:

1. Internship Program; 2) Second Deputy Position; 3) 4% wage increase; 4) start new hires at step equal to their prosecutorial experience; 5) One week vacation in the bank upon hire and immediately begin to accrue; and 6) \$1,500.00 retention pay.



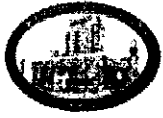
Attached is a projection for the \$1500.00 retention payments.

I added it under the Atty budget, but maybe this could be an ARPA expense – that would be for the Board and Dennis to decide. I projected this for 16 Asst Attorneys (did not include the HIDTA position). Total expense is \$24,000 retention payment and \$1,836.00 for the employer portion of FICA for a grand total of \$25,836. (total per person would be \$1,614.75). As per our previous emails, the way this is described, this would not be IPERS eligible.

I projected it under the assumption that all attorneys would be paid in FY24 (thinking the new ones might be hired and have their year anniversary during FY24. .

Best,

-Michelle



		FY23/24 Payroll Budget
Account Number	Account Name	FY24 \$1500 Retention
Fund: 0001 - GENERAL BASIC		
Function: 1100 - LEGAL SERVICE/COUNTY ATTORNEY		
0001-04-1100-000-11000	FICA - CNTY CONTRIBUTION	1,319.62
0001-04-1100-000-11401	Retention Pay	17,250.00
	Total Function: 1100 - LEGAL SERVICE/COUNTY ATTORNEY:	18,569.62
Function: 1102 - LEGAL SERVICE/GR EDWARD BYRNE		
0001-04-1102-000-11000	FICA - CNTY CONTRIBUTION	114.75
0001-04-1102-000-11401	Retention Pay	1,500.00
	Total Function: 1102 - LEGAL SERVICE/GR EDWARD BYRNE:	1,614.75
Function: 1104 - LEGAL SERVICE/CO. ATTORNEY - COLLECTION		
0001-04-1104-000-11000	FICA - CNTY CONTRIBUTION	57.38
0001-04-1104-000-11401	Retention Pay	750.00
	Total Function: 1104 - LEGAL SERVICE/CO. ATTORNEY - COLLECTION:	807.38
Function: 1610 - LEGAL SERVICE/JUVENILE ACTIVITY		
0001-04-1610-000-11000	FICA - CNTY CONTRIBUTION	344.25
0001-04-1610-000-11401	Retention Pay	4,500.00
	Total Function: 1610 - LEGAL SERVICE/JUVENILE ACTIVITY:	4,844.25
	Total Fund: 0001 - GENERAL BASIC:	25,836.00
# of Accounts: 8	Report Total:	25,836.00



James Loomis

From: Michelle Skaff
Sent: Thursday, January 12, 2023 4:27 PM
To: James Loomis
Subject: Part 1 - 4% Increase to Asst Attys
Attachments: FY24 4% increase on contracts PB Budget Report.pdf; FY23 Atty Wages.xlsx

Hi James,

Here is the 1st part of your requests, I will send the others separately. Please let me know if you have questions or if you need any changes or additional info.

There are a couple of parts to the 4% projections for the County Attorneys. 1 – the FY24 projections and 2 - the FY23 remainder of the fiscal year projections. Each of these projections include wages for 16 Asst County Attorneys (15 AFSCME contract and one civil – currently Joshua- that follows contract wages). I did not include the HIDTA position since I believe it is 100% reimbursed with grant funding. I have projected unfilled positions at Step 3 and included family coverage for insurance and all other county paid benefits (IPERS, dental, etc). These projections are based on the current board approved staff numbers that were verified with HR.

- 1) You will attached a report that shows FY24 projections. The first column is what is currently projected for the 16 attorneys in the FY24 budget using the current contract wages. The 2nd column shows a 4% increase to the contract wages. The final 2 columns provides you the dollar change and the percent change. Total for the 4% increase is \$73,269.86 and the PDF will give you more detail on the line items.
- 2) The next part of the 4% is what it would cost if everyone received a 4% increase effective 01-23-23 (paydate 2-10-23). I chose this date because I think it would be the most feasible to pull off on the payroll side. I would think this might be where the ARPA funds might be able to be used for the increase because that is what they did with Sec Roads, the Sheriff, and EMS. For those depts, they paid the increase out of ARPA and then FY24 is back to their own budgets. The total for the remainder of FY23 is \$28,908.66. This includes 5 unfilled positions which most likely would not all be filled by 1-23-23 so the total is actually on the conservative side. Here is the quick snapshot and the attached spreadsheet has a tab with the current projections for the end of this fiscal year and 4% projections thru the end of this fiscal year. It does not take into account if anyone has a step between now and 7-1-23.

Pay dates 02-10-23 thru 06-30-23

	Wages	Benefits	Total
Current Contract	617,870.99	214,284.41	832,155.40
4% increase to current contract	642,586.78	218,477.28	861,064.06
Change			28,908.66

Please feel free to call if you want to talk any of this through,

Best,

-Michelle
Ext 1460



Account Number	Account Name	FY23/24 Payroll Budget	FY23/24 Payroll Budget	FY24 4% AFSCME ATTY	\$ Difference	% Difference
Fund: 0001 - GENERAL BASIC						
Function: 1100 - LEGAL SERVICE/COUNTY ATTORNEY						
0001-04-1100-000-10005	ASSISTANT CO. ATTORNEYS	111,677.00	116,144.00		4,467.00	4.00 %
0001-04-1100-000-10007	ORGANIZED EMPLOYEES	958,848.84	997,204.20		38,355.36	4.00 %
0001-04-1100-000-11000	FICA - CNTY CONTRIBUTION	80,532.52	83,808.46		3,275.94	4.07 %
0001-04-1100-000-11100	IPERS - CNTY CONTRIBUTION	101,057.63	105,100.05		4,042.42	4.00 %
0001-04-1100-000-11300	EMPLOYEE HOSPITALIZATION	171,808.32	171,808.32		0.00	0.00 %
0001-04-1100-000-11701	LIFE INSURANCE	441.60	441.60		0.00	0.00 %
0001-04-1100-000-11702	DENTAL INSURANCE	4,053.06	4,053.06		0.00	0.00 %
0001-04-1100-000-11703	LTD INSURANCE	3,167.10	3,167.10		0.00	0.00 %
Total Function: 1100 - LEGAL SERVICE/COUNTY ATTORNEY:		1,431,586.07	1,481,726.79		50,140.72	3.50 %
Function: 1102 - LEGAL SERVICE/GR EDWARD BYRNE						
0001-04-1102-000-10007	ORGANIZED EMPLOYEES	104,057.42	108,219.72		4,162.30	4.00 %
0001-04-1102-000-11000	FICA - CNTY CONTRIBUTION	7,708.21	8,026.63		318.42	4.13 %
0001-04-1102-000-11100	IPERS - CNTY CONTRIBUTION	9,823.02	10,215.94		392.92	4.00 %
0001-04-1102-000-11300	EMPLOYEE HOSPITALIZATION	18,526.08	18,526.08		0.00	0.00 %
0001-04-1102-000-11701	LIFE INSURANCE	38.40	38.40		0.00	0.00 %
0001-04-1102-000-11702	DENTAL INSURANCE	352.44	352.44		0.00	0.00 %
0001-04-1102-000-11703	LTD INSURANCE	275.40	275.40		0.00	0.00 %
Total Function: 1102 - LEGAL SERVICE/GR EDWARD BYRNE:		140,780.97	145,654.61		4,873.64	3.46 %
Function: 1104 - LEGAL SERVICE/CO. ATTORNEY - COLLECTION						
0001-04-1104-000-10007	ORGANIZED EMPLOYEES	55,838.50	58,072.00		2,233.50	4.00 %
0001-04-1104-000-11000	FICA - CNTY CONTRIBUTION	4,211.99	4,382.85		170.86	4.06 %
0001-04-1104-000-11100	IPERS - CNTY CONTRIBUTION	5,271.16	5,482.00		210.84	4.00 %
0001-04-1104-000-11300	EMPLOYEE HOSPITALIZATION	9,263.04	9,263.04		0.00	0.00 %
0001-04-1104-000-11701	LIFE INSURANCE	19.20	19.20		0.00	0.00 %
0001-04-1104-000-11702	DENTAL INSURANCE	176.22	176.22		0.00	0.00 %
0001-04-1104-000-11703	LTD INSURANCE	137.70	137.70		0.00	0.00 %
Total Function: 1104 - LEGAL SERVICE/CO. ATTORNEY - COLLECTION:		74,917.81	77,533.01		2,615.20	3.49 %
Function: 1610 - LEGAL SERVICE/JUVENILE ACTIVITY						
0001-04-1610-000-10007	ORGANIZED EMPLOYEES	333,941.84	347,299.35		13,357.51	4.00 %
0001-04-1610-000-11000	FICA - CNTY CONTRIBUTION	25,095.53	26,117.38		1,021.85	4.07 %
0001-04-1610-000-11100	IPERS - CNTY CONTRIBUTION	31,524.11	32,785.05		1,260.94	4.00 %
0001-04-1610-000-11300	EMPLOYEE HOSPITALIZATION	43,481.52	43,481.52		0.00	0.00 %
0001-04-1610-000-11701	LIFE INSURANCE	115.20	115.20		0.00	0.00 %
0001-04-1610-000-11702	DENTAL INSURANCE	1,057.32	1,057.32		0.00	0.00 %
0001-04-1610-000-11703	LTD INSURANCE	826.20	826.20		0.00	0.00 %
Total Function: 1610 - LEGAL SERVICE/JUVENILE ACTIVITY:		436,041.72	451,682.02		15,640.30	3.59 %
Total Fund: 0001 - GENERAL BASIC:		2,083,326.57	2,156,596.43		73,269.86	3.52 %
# of Accounts: 29	Report Total:	2,083,326.57	2,156,596.43		73,269.86	3.52 %

	Wages	Benefits	Total
Current Contract	617,870.99	214,284.41	832,155.40
4% increase to current contract	642,586.78	218,477.28	861,064.06
Change			28,908.66

Running Tally Report for Tax Askings
Proposed FY 2024
 Updated - January 18, 2023

To hold the line on the tax rates for the General Basic Fund, General Supplemental Fund and Rural Basic Fund Projected Taxes exceed Current FY 23 Taxes by the following amounts.*

	To Hold the Line to the Current Rates of FY 23 Proposed Tax Revenues over Current Tax Revenues				Mandated Taxes
				Total	Countywide Fund
	<u>Countywide Funds</u>		<u>Township Only</u>	<u>Over Expenditures</u>	
	<u>General Basic</u>	<u>General Supplemental</u>	<u>Rural Basic</u>	Totals	
				<u>Debt Service</u>	
* January 3, 2023 - Potential Increase in Taxes	(6,561,789)	(1,147,318)	(538,758)	(8,247,865)	911,572
New Tax Revenue Growth using FY 23 Tax Rates	1,037,804	642,983	298,699	1,979,486	229,343
Total of 2,208,829					
To Achieve the Goal of the Same Tax Rate as FY 23	(5,523,985)	(504,335)	(240,059)	(6,268,379)	1,140,915

Changes:

January 3, 2023

Board Expense	4,479			
Board Administration	2,516			
Human Resources	2,189			
Conservation - Administration	4,996			
Conservation - Parks	3,481			
Conservation - Naturalist	1,458			
Auditor - Recorder	1,996			
Auditor - Administration	4,345			
Auditor - Election Administration		1,996		
Juvenile Court Appointed Attorneys		5,000		
County Treasurer - Motor Vehicle	3,875			
County Treasurer - Tax	6,106			

	<u>Countywide Funds</u>	<u>Township Only</u>	<u>Total Revenues Over Expenditures</u>	<u>Countywide Fund</u>
Department of Human Services	2,000			
General Relief - Assistance	25,500			
January 3, 2023 Total Changes	<hr/> 62,941	6,996	0	69,937
Subtotal	(5,461,044)	(497,339)	(240,059)	(6,198,442)
January 5, 2023				
Secondary Roads Minimum Tax Asking lower			225,000	
Veteran Affairs - Administration	1,512			
District Health Allocation Reduced	670,500			
Juvenile Detention - Administration		44,164		
Federal Food Program		24,000		
Emergency Services Administration		13,485		
Buildings Services - Courthouse	13,000			
LEC	51,000			
Trosper Hoyt	5,000			
Building Services	9,100			
Sheriff - Correctional Facility	411,334			
Administration	11,000			
Civil Division	1,690			
Courthouse Security		2,557		
Courtroom & Transport		2,100		
January 5, 2023 Total Changes	<hr/> 1,174,136	86,306	225,000	1,485,442
Subtotal	(4,286,908)	(411,033)	(15,059)	(4,713,000)

	<u>Countywide Funds</u>		<u>Township Only</u>	<u>Total Revenues Over Expenditures</u>	<u>Countywide Fund</u>
January 10, 2023:					
Use of Sale of County Farm to reduce taxes	2,518,784				
Increase to Interest on Idle Funds	300,000				
Adjusted Emergency Management Budget		-756			
Gaming Revenues for Equipment and Vehicle Purchases	535,000				
Reduce to 0% Elected & % Deputies	68,954				
	<hr/>				
January 10, 2023	3,422,738	(756)	0	3,421,982	0
Subtotal	(864,170)	(411,789)	(15,059)	(1,291,018)	1,140,915
January 17, 2023:					
County Attorney - Administration	(32,561)				
County Attorney - Collections	1,257				
County Attorney - Juvenile	7,544				
Edward Bryne Grant Revenue	32,921				
	<hr/>				
January 17, 2023	9,161	0	0	9,161	0
Subtotal	(855,009)	(411,033)	(15,059)	(1,281,857)	1,140,915

The Running Total: Current Tax Rates for FY 23

Certified budget March 29, 2022

Woodbury County: County-Wide
\$7.149 / \$1,000

Woodbury County: Rural Unincorporated
\$9.610 / \$1,000

The Running Total: Current Tax Rates for FY 24

Proposed January 3, 2023 Tax Rates

Woodbury County: County-Wide
\$8.070 / \$1,000

+\$0.921

Woodbury County: Rural Unincorporated
\$10.690 / \$1,000

+\$1.080

The Running Total: Current Tax Rates for FY 24

After January 3, 2023 Adjustment

Woodbury County: County-Wide
\$8.057 / \$1,000

+\$0.908

-\$0.013

Woodbury County: Rural Unincorporated
\$10.676 / \$1,000

+\$1.066

-\$0.014

The Running Total: Current Tax Rates for FY 24

After January 5, 2023 Adjustment

Woodbury County: County-Wide
\$7.824 / \$1,000

+\$0.675

-\$0.233

Woodbury County: Rural Unincorporated
\$10.295 / \$1,000

+\$0.685

-\$0.381

The Running Total: Current Tax Rates for FY 24

After January 10, 2023 Adjustment

Woodbury County: County-Wide
\$7.191 / \$1,000

+\$0.042

-\$0.633

Woodbury County: Rural Unincorporated
\$9.662 / \$1,000

+\$0.052

-\$0.633

The Running Total: Current Tax Rates for FY 24

After January 17, 2023 Adjustment

Woodbury County: County-Wide
\$7.189 / \$1,000

+\$0.040

-\$0.002

Woodbury County: Rural Unincorporated
\$9.660 / \$1,000

+\$0.050

-\$0.002

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

Date: 1/19/2023

Weekly Agenda Date: 1/24/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis Butler - Finance Director

WORDING FOR AGENDA ITEM:

Approval of the use of the Local Assistance and Tribal Consistency Fund (LATCF)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Woodbury County will receive \$100,000 from the LATCF during FY23. Funds received from this program may be used on any governmental purpose other lobbying activity. Under this program, recipients have broad discretion on uses of funds, similar to the ways in which they may use funds generated from their own local revenue sources.

BACKGROUND:

FINANCIAL IMPACT:

Reduce tax asking in General Basic Fund by \$100,000.

The breakdown is as follows:

Treasurer - Tax Dept.	\$6,900	line item: 0001-03-9020-000-63600
Motor Vehicle Dept.	\$10,700	line item: 0001-03-8100-000-63600
Auditor - Administration	\$1,000	line item: 0001-02-9010-000-64600
Building Services - Administration	\$50,000	line item: 0001-16-9108-000-63500
Building Services - New LEC	\$26,000	line item: 0001-16-9113-000-23200
Building Services - LEC	<u>\$5,400</u>	line item: 0001-16-9113-000-29000
Total:	\$100,000	

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

Yes No

RECOMMENDATION:

Approve the use of LATCF revenues to offset taxes in the General Basic Fund for various items in the Auditor, Treasurer and Building Services Departments.

ACTION REQUIRED / PROPOSED MOTION:

Motion by_____, second by_____ to use LATCF funds to pay for various office equipment in the Auditor & Treasurer's Offices, a new motor vehicle for Building Services and equipment at the new LEC.

**CIP Requests
FY 24**

<u>Department</u>		<u>Project</u>
<u>Projects</u>		<u>Costs</u>
Emergency Services:		
New Radios for Emergency Services		280,000
Conservation:		
8 radio's @ 8,000	64,000	
Little Sioux Park Asphalt Road	600,000	
Dorothy Pecaut Nature Center - foundation pier stabilization, Polyfill floor leveling & repair	100,000	
Browns Lake restroom /shower/tornado boiler repair	<u>12,000</u>	776,000
Woodbury County Auditor:		
Update Auditor's conference room	6,000	
Recorder's Office - new carpet	<u>20,000</u>	26,000
County Treasurer:		
Renovate DNR office	125,000	
Treasurer's office - interior paint	60,000	
Anthon Treasurer office - interior paint	<u>60,000</u>	245,000
WCICC:		
Core switches	100,000	
UPS	50,000	
Onsite backup storage & computer	50,000	
Tech room monitoring	17,000	
Ring update	20,000	
HVAC	<u>350,000</u>	587,000
District Health		
Skylite - lobby		<u>67,700</u>
Total CIP Proposed Projects		<u><u>1,981,700</u></u>

These projects are for information. If there is a project that needs immediate action the Supervisors could approve for FY 24 CIP or move the project to FY 23 CIP.