



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (AUGUST 15) (WEEK 33 OF 2023)

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

Agenda and Minutes available at: www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held August 15, 2023, 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. 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 for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

AGENDA

3:45 p.m. Closed Session {Iowa Code Section (21.5 (1) (c))} - First Floor Boardroom

4:30 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 August 8, 2023, meeting
3. Approval of claims
4. Board Administration - Dennis Butler
Approval for the Chairman to sign agreement with the City of Sioux City regarding the use of TIF in the certain urban renewal district for the purpose of engaging in future urban renewal projects
5. Human Resources - Melissa Thomas
a. Approval of Memorandum of Personnel Transactions
b. Authorization to Initiate Hiring Process

6. Secondary Roads – Mark Nahra  
Approval of the underground utility permit for Frank Mowry/Metronet and to direct the chair to sign the permit

**End Consent Agenda**

- |                         |  |             |
|-------------------------|--|-------------|
|                         | 7. Building Services – Kenny Schmitz<br>Approval of purchasing work vehicle for Building Services  | Action      |
| 4:35 p.m.<br>(Set time) | 8. Board Administration – Heather Van Sickle<br>a. Public hearing and sale of property parcel #884705480001 (aka 2636 S. Lyons St.)  | Action      |
| 4:37 p.m.<br>(Set time) | b. Public hearing and sale of property parcel #894729184020 (aka 1204 W. 3 <sup>rd</sup> Street)   | Action      |
|                         | 9. County Sheriff – Chad Sheehan<br>Approval of creating a new Clerk III position to handle garnishments   | Action      |
|                         | 10. Secondary Roads – Mark Nahra   |             |
|                         | a. Approval of quit claim deed for the former gravel pit off Mason Avenue and direct the chair to sign the deed  | Action      |
|                         | b. Approval of a preconstruction addendum agreement with Iowa DOT for grading and paving 158 <sup>th</sup> St. and Benton Avenue   | Action      |
|                         | c. Receive bids for Calcium Chloride – 2024 and return them to the county engineer for review and recommendation   | Action      |
|                         | d. Award bid if low quote is clearly determined by bid results   | Action      |
|                         | e. Receive bids for Propane – FY 2024 and return them to the county engineer for review and recommendation   | Action      |
|                         | f. Award bid if low quote is clearly determined by bid results   | Action      |
|                         | 11. Board of Supervisors – Jeremy Taylor & Dan Bittinger   |             |
|                         | a. Authorization to de-authorize Clerk II position at Veteran Affairs and authorize a CVSO position  | Action      |
|                         | 12. Board of Supervisors – Jeremy Taylor<br>Approve up to \$30,000 in 2023 CIP in order to replace/fix window framing and glass in two areas at Tri View Building including the one vandalized | Action      |
|                         | 13. Reports on Committee Meetings  | Information |
|                         | 14. Citizen Concerns   | Information |
|                         | 15. Board Concerns   | Information |

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

<b>WED., AUG. 16</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
<b>THU., AUG. 17</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>FRI., AUG. 18</b>	<b>12:00 p.m.</b>	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
<b>WED., AUG. 23</b>	<b>2:30 p.m.</b>	Rolling Hills Community Services Region Governance Board Meeting
<b>THU., AUG. 24</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
<b>MON., AUG. 28</b>	<b>6:00 p.m.</b>	Zoning Commission Meeting, First Floor Boardroom
<b>WED., SEP. 6</b>	<b>10:00 a.m.</b>	Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa
	<b>11:00 a.m.</b>	Loess Hills Alliance Executive Meeting
	<b>1:00 p.m.</b>	Loess Hills Alliance Full Board Meeting
	<b>4:45 p.m.</b>	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>THU., SEP. 7</b>	<b>12:00 p.m.</b>	SIMPCO Regional Policy and Legislative Affairs Committee, Hybrid
<b>WED., SEP.13</b>	<b>7:30 a.m.</b>	SIMPCO Executive-Finance Committee Meeting - Hybrid
	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, First Floor Boardroom
	<b>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
	<b>6:30 p.m.</b>	911 Service Board Meeting, Public Safety Center, Climbing Hill
<b>THU., SEP. 14</b>	<b>12:00 p.m.</b>	SIMPCO Board of Directors, 1122 Pierce St.
	<b>4:00 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>WED., SEP. 20</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
<b>THU., SEP. 21</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>FRI., SEP. 22</b>	<b>12:00 p.m.</b>	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.

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

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

**AUGUST 8, 2023, THIRTY-SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, August 8, 2023, at 4:30 p.m. Board members present were Nelson, Taylor, Ung, Radig, and Bittinger II. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Finance and Budget Director, Melissa Thomas, Human Resources Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Deputy 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 with the removal of item 8 (To approve the lifting of tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension) and swapping item 13 and 14's order for August 8, 2023. Carried 5-0. Copy filed.

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

2. To approve minutes of the August 1, 2023 meeting. Copy filed.
3. To approve the claims totaling \$779,972.86. Copy filed.
4. To approve to reappointment of Thomas Fennell to the Veteran Affairs Commission. Copy filed.
- 5a. To approve the appointment of Philip Hamman as, 2519 S Mulberry St., Sioux City, to Sioux City Community School District Board, previously held by Perla Alarcon-Flory, until the next regular/general election. Copy filed.
- 5b. To approve the appointment of Erin Muck, 2150 Deloit Blvd, Denison, to WITCC Director District IX, previously held by Derrick Franck, until the next regular/general election. Copy filed.
- 6a. To approve the appointment of Suzanne Salberg, Clerk II, County Treasurer Dept., effective 08-09-23, \$18.68/hour. Job Vacancy Posted 3-15-23. Entry Level Salary: \$18.68/hour.; the transfer of Jason Byers, Equipment Operator, Secondary Roads Dept., effective 08-09-23, \$27.46/hour, -1%=-\$.30/hour. Transfer from Motor Grader to Equipment Operator.; the reclassification of David Dawson, Assistant County Attorney, County Attorney Dept., effective 08-21-23, \$116,144/year, 6.7%=\$7,362/year. Per AFSCME Asst. County Attorney Contract agreement, from Step 11 to Step 12.; the reclassification of Cornelia Venable-Ridley, Assistant County Attorney, County Attorney Dept., effective 08-21-23, \$108,782/year, 3.5%=\$3,659/year. Per AFSCME Asst. County Attorney Contract agreement, from Step 10 to Step 11.; the reclassification of McKenzie Thompson, Legal Secretary III, County Attorney Dept., effective 08-21-23, \$27.88/hour, 9%=\$2.31/hour. Per AFSCME Courthouse Contract agreement, Grade 5/Step 4 to Grade 5/Step 5.; and the reclassification of Caleb Edwards, Sheriff Deputy, County Sheriff Dept., effective 08-21-23, \$34.84/hour, 6.5%=\$2.13/hour. Per CWA Deputy Sheriff's Contract agreement, from Class 1 to Senior Class. Copy filed.
- 6b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Temporary Youth Worker, Juvenile Detention Dept. Wage Plan: \$21.41/hour. Copy filed.
7. To approve property tax refund for Anthony Holmberg for parcel #894730241007, 1711 W Palmer Ave., in the amount of \$495.70 . Copy filed.
9. To approve the permit to work in the right of way for Terracon Consultants. Copy filed.

Carried 5-0.

- 10a. Motion by Radig second by Taylor to receive for signatures a Resolution to establish Speed Limit on Humbolt Avenue. Carried 5-0.

**SPEED LIMIT RESOLUTION  
HUMBOLT AVENUE  
RESOLUTION #13,651**

WHEREAS: The Board of Supervisors of Woodbury County is empowered under the authority of sections 321.255 and 321.285, subsection 4 of the Code of Iowa to determine upon the basis of an engineering and traffic investigation conducted by the County Engineer that the speed limit of any secondary road is greater than is reasonable and proper under the conditions existing, and may determine and declare a reasonable and proper speed limit, and

WHEREAS: Such investigation has been requested and completed and the county engineer has reached an opinion concerning the reasonable and proper speed for the road listed herein,

NOW, THEREFORE BE IT RESOLVED, by the Woodbury County Board of Supervisors that the following speed limit be established, and appropriate signs erected at the locations described as follows:

1). Beginning at the intersection of Glen Drive, Merville, then north 2690 feet on Humbolt Avenue, a speed limit of 45 miles per hour is established.

Speed limit shall be effective when appropriate signs giving notice of the speed limits are erected.

Passed and approved this 8th day of August 2023 by the Woodbury County Board of Supervisors.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

10b. Motion by Radig second by Bittinger to approve the quit claim deed for vacated excess right of way on Old Lakeport Road. Carried 5-0. Copy filed.

11. Motion by Ung second by Radig to approve the Rules of Procedure for the Woodbury County Zoning Commission. Carried 5-0. Copy filed.

15. Motion by Taylor second by Nelson to approve the transfer of revenues from General Supplemental to Emergency Paramedic Services in the amount of \$61,749 for FY's 21, 22, & 23. Carried 5-0. Copy filed.

12a. A public hearing was held at 4:45 p.m. for Zoning Ordinance Text Amendments to add solar energy systems (private use) as accessory uses in each zoning district, add solar energy systems (utility scale) as a conditional use in the AP and GI Zoning Districts to the land use summary table, amend the table of contents, definitions, and renumber definitions, and page numbers in the Woodbury County Zoning Ordinance.

Tom Treharne, NextEra Energy, Amber Widman, Sgt Bluff, Elizabeth Widman, Sgt Bluff, Bob Fritzmeier, 2933 Leech, Sioux City, Leo Jochum, Salix, Doyle Turner, 2738 200<sup>th</sup> St, Merville, Daniel Hair, Hornick, Eric Nelson, Merville, Kim Alexander, Smithland, addressed the board regarding the ordinance.

Motion by Ung second by Taylor to close the public hearing. Carried 5-0.

Tom Bride and Chris Zellmer-Zant, Planning and Zoning Commission, responded to Board inquiries related to the commission's position on the ordinance.

Doyle Turner and Daniel Hair, Board of Adjustment, responded to Board inquiries related to the ordinance.

12b. Motion by Radig second by Bittinger to adopt the ordinance with the conditional permit option for solar on Ag preservation land and an 8,500 acre limit.

After discussion, Radig withdrew the motion.

Motion by Radig to adopt the ordinance with the conditional permit option for solar on Ag preservation land. Motion died for lack of a second.

Motion by Taylor second by Nelson to strike the conditional permit option for solar on Ag preservation land and approve the 2<sup>nd</sup> reading on Zoning Ordinance Amendments. Carried 4-1 on roll call vote; Radig opposed.

- 12c. Motion by Taylor second by Nelson to waive the 3<sup>rd</sup> reading on Zoning Ordinance Amendments. Carried 5-0.
- 12d. Motion by Taylor second by Nelson to adopt Ordinance #74, an Ordinance Amending the Text of the Woodbury County Zoning Ordinance to Amend Portions of: The Table of Contents; Section 3.03.4 Entitled: Land Use Summary Table of Allowed Uses in Each Zoning District; Portions of: Section 6.02 Entitled Definitions; and the Renumbering of Definitions and Page Numbers. Carried 5-0.
- 14. Motion by Taylor second by Ung to give direction for a New Proposed Ordinance in Regard to Utility-Scale Solar. Carried 5-0. Copy filed.
- 13. Taylor excused himself from the room for this item.

Motion by Ung second by Bittinger to approve the hiring of outside legal counsel with a cap of \$20,000.00 to complete a Woodbury County FOIA request. Carried 4-0. Copy filed.

Taylor re-entered the room.

- 16. Motion by Ung second by Nelson to purchase tables for the Siouxland Chamber of Commerce Annual meeting using gaming funds. Carried 5-0. Copy filed.
- 17. Reports on committee meetings.
- 18. Tom Treharne, NextEra Energy, addressed the Board regarding conditional use for solar energy versus zoning changes to industrial.

Craig Jochum, 1629 270<sup>th</sup> St, Salix regarding Farm Bureau policy regarding siting and setbacks for wind and solar farms.

Daniel Hair, Vice President, Woodbury County Farm Bureau, addressed the Board regarding Farm Bureau policies versus the view of the local Farm Bureau. Leo Jochum, Salix, addressed the board regarding County Resolution language and Board comments.

- 19. Board concerns were addressed.

The Board adjourned the regular meeting until August 15, 2023.

Meeting sign in sheet. Copy filed.

## **JOINT CITY/COUNTY AGREEMENT**

WHEREAS, the City of Sioux City, Iowa (the "City") has proposed to establish the Southbridge No. 2 Sub-Area in the Donner Park Urban Renewal Area (the "Urban Renewal Area"), within Woodbury County, Iowa (the "County"), which Urban Renewal Area would include property that is outside, but within two miles of, its corporate boundaries for the purpose of engaging in proposed urban renewal projects within the Urban Renewal Area; and

WHEREAS, the City Council has reviewed the Urban Renewal Plan for said Urban Renewal Area, and has determined that the proposed Urban Renewal Area and completion of the eligible projects described therein are in the best interests of the City; and

WHEREAS, Iowa Code Section 403.17(4) requires the City to obtain consent of the County to include property that is outside, but within two miles of, the City's corporate limits in the Urban Renewal Area before the City can proceed with the Plan.

NOW THEREFORE, WOODBURY COUNTY, STATE OF IOWA AND THE CITY OF SIOUX CITY, STATE OF IOWA, AGREE AS FOLLOWS:

1. The Board of Supervisors of Woodbury County, State of Iowa hereby agrees and authorizes the City of Sioux City, State of Iowa, to establish the Urban Renewal Area as described in the Plan and consents to the City's inclusion of property that is outside, but within two miles of, the City's corporate limits in the Urban Renewal Area.
2. This "Joint Agreement" is intended to meet the County consent requirements of Iowa Code Chapter 403.17(4) with respect to the City's "area of operation" with respect to the Southbridge No. 2 Sub-Area located in and within two miles of the City.
3. This Joint Agreement has been duly authorized by the governing bodies of Woodbury County, State of Iowa and the City of Sioux City, State of Iowa.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023

WOODBURY COUNTY

\_\_\_\_\_  
Matthew Ung, Chairperson,  
Board of Supervisors

ATTEST:

\_\_\_\_\_  
Patrick F. Gill, Auditor

STATE OF IOWA                    )  
  : ss  
COUNTY OF WOODBURY        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023 before me, a Notary Public in and for said County and State, personally appeared Matthew Ung and Patrick Gill, to me personally known, who being by me duly sworn, did say that they are the Chairperson of the Board of Supervisors and County Auditor of said County executing the within and foregoing instrument, that the seal affixed thereto is the seal of the said County; that the said instrument was signed and sealed on behalf of said County by authority of its Board of Supervisors; and that the said Matthew Ung and Patrick Gill as such officers acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by them voluntarily executed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and notarial seal at Sioux City, Iowa, the day and year last above written.

(SEAL)

\_\_\_\_\_  
NOTARY PUBLIC in and for said COUNTY and STATE



PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023

CITY OF SIOUX CITY

\_\_\_\_\_  
Robert E. Scott, Mayor

ATTEST:

\_\_\_\_\_  
Lisa L. McCardle, City Clerk

STATE OF IOWA                    )  
  : ss  
COUNTY OF WOODBURY        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023 before me, a Notary Public duly commissioned and qualified in and for said County and State, personally appeared Robert E. Scott, Mayor of the City of Sioux City, Iowa, and Lisa L. McCardle, City Clerk of said City, each being to me personally known to be the identical persons and officers named in the foregoing instrument, who executed the same under and by virtue of the authority vested in them by the City Council of said City, and each for himself acknowledged the execution thereof to be his voluntary act and deed for the purposes herein expressed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and notarial seal at Sioux City, Iowa, the day and year last above written.

(SEAL)

\_\_\_\_\_  
NOTARY PUBLIC in and for said COUNTY and STATE

# **Proposed Southbridge No. 2 Urban Renewal Sub-Area for the Donner Park Urban Renewal Area**

## **PROPOSED URBAN RENEWAL PROJECT**

The Southbridge No. 2 Urban Renewal Sub-Area is being added to this Plan by this Amendment. Section 403.17(4) of the Code of Iowa provides that no property may be included in a city's urban renewal area that lies outside the city's corporate limits unless the property is within two miles of such limits and the county provides its consent. The Board of Supervisors of Woodbury County is being asked to authorize the City to establish the Southbridge No. 2 Urban Renewal Sub-Area and consent to the City's inclusion of property that is outside, but within two miles of the City's corporate limits, into the Donner Park Urban Renewal Area, as outlined in the Joint City/County Agreement.

## **Southbridge No. 2 Sub-Area Legal Description**

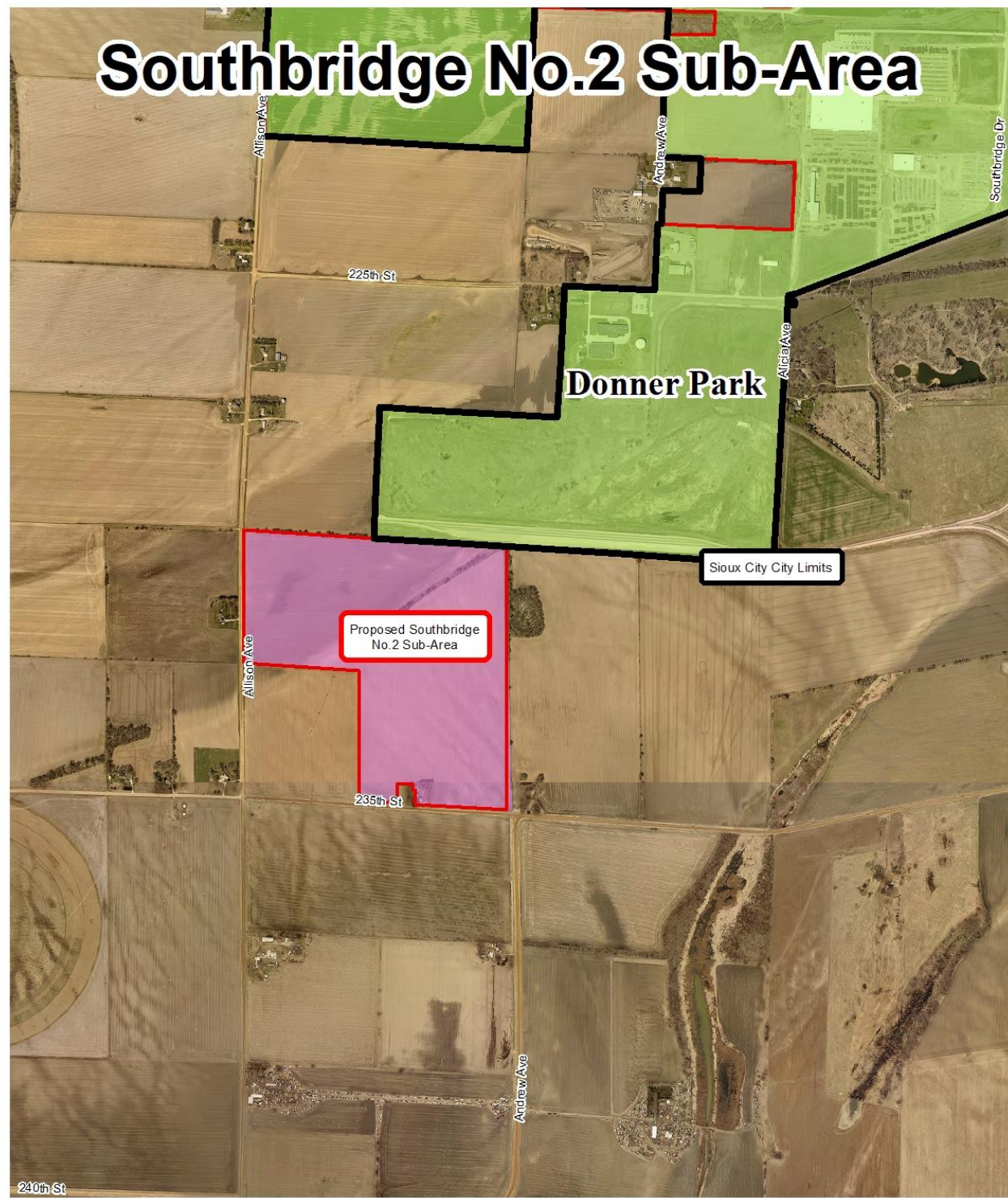
The East Ninety Acres (E 90) Acres of the Northwest Quarter (NW  $\frac{1}{4}$ ) and the North Half (N  $\frac{1}{2}$ ) of the West Seventy (70) Acres of the Northwest Quarter (NW  $\frac{1}{4}$ ) of Section Twelve (12), Township Eighty Seven (87), North, Range Forty Eight (48), West of the Fifth Principal Meridian, in the County of Woodbury and State of Iowa, except a parcel of land located in the Southeast Quarter (SE  $\frac{1}{4}$ ) of the Northwest Quarter (NW  $\frac{1}{4}$ ) of Section Twelve (12), Township Eighty-seven (87) North, Range Forty-eight (48), West of the Fifth Principal Meridian, Woodbury County, Iowa; further described as follows: Beginning at a point One Thousand Five Hundred Twenty-eight and eight tenths feet (1528.8') East of the West Quarter (W  $\frac{1}{4}$ ) corner of said Section Twelve (12) on the South line of the said Northwest Quarter (NW  $\frac{1}{4}$ ); thence due North Two Hundred Twenty-seven and seven tenths feet (227.7'); thence due East One Hundred Forty-seven and thirty-five hundredths feet (147.35'); thence due South Fifty-six and two tenths feet (56.2'); thence due East Twenty-three feet (23.0'); thence due South One Hundred Seventy-one and five tenths feet (171.5') to a point on the South line of the Northwest Quarter (NW  $\frac{1}{4}$ ) of said Section Twelve (12); thence due West One Hundred Seventy and thirty-five hundredths feet (170.35') to the point of beginning.

More particularly described as:

N  $\frac{1}{2}$  NW  $\frac{1}{4}$  and the East 5 acres of the SW  $\frac{1}{4}$  NW  $\frac{1}{4}$  of Section 12, Township 87, North, Range 48, West of the 5th P.M. Woodbury County, Iowa; and

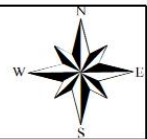
SE  $\frac{1}{4}$  NW  $\frac{1}{4}$  of Section 12, Township 87, North, Range 48, West of the 5th P.M., Woodbury County, Iowa, excepting therefrom a parcel of land beginning at a point 1528.8 feet East of the West Quarter corner of said Section 12 on the South line of said NW  $\frac{1}{4}$ ; thence due North 227.7 feet; thence due East 147.35 feet; thence due South 56.2 feet; thence due East 23.0 feet; thence due South 171.5 feet to a point on the South line of the NW  $\frac{1}{4}$  of said Section Twelve; thence due West 170.35 feet to the point of beginning.

# Southbridge No.2 Sub-Area



## City of Sioux City Planning Division

Disclaimer of Liability: (Sioux City and Woodbury Co. GIS System)  
The Customer understands and acknowledges that the Products and information contained therein are subject to constant change and that its accuracy cannot be guaranteed. Sioux City & Woodbury Co. make no warranties or guarantees, either expressed or implied, as to the completeness, accuracy, or correctness of such Products, or accept any liability arising from any incorrect, incomplete or misleading information contained therein.



# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** August 15, 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
Groenhagen, Devin	County Sheriff	3-20-23	Sheriff Deputy	\$34.84/hour	6.5%=\$2.13/hour	R	Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class due to 4 years employment and Bachelor's Degree.
Turner, Susan	County Treasurer	8-01-23	Clerk II			S	Resignation.
Arroyo, Stephanie	County Attorney	8-09-23	Clerk II			S	Resignation.
Venable-Ridley, Cornelia	County Attorney	9-01-23	Assistant County Attorney			S	Resignation.
Ashcraft, Greg	County Sheriff	9-05-23	Civilian Jailer	\$23.97/hour		A	Job Vacancy posted 6-21-23. Entry Level Salary: \$23.97/hour.
Baumann, Collin	County Sheriff	9-05-23	Civilian Jailer	\$23.97/hour		A	Job Vacancy posted 6-21-23. Entry Level Salary: \$23.97/hour.

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

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

**HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA**

**DATE: August 15, 2023**

**AUTHORIZATION TO INITIATE HIRING PROCESS**

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>ENTRY LEVEL</b>	<b>APPROVED</b>	<b>DISAPPROVED</b>
County Attorney	Clerk II	AFSCME Courthouse: \$18.68/hour		
Building Services	Maintenance Technician	AFSCME Courthouse: \$20.53/hour		
Building Services	(2) Custodians	AFSCME Courthouse: \$16.79/hour		

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



Woodbury County Building Services Department  
Kenny Schmitz | Director Building Services  
401 8<sup>th</sup> Street, Sioux City, Iowa 51101  
Office: 712-279-6539  
[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)

8/10/2023

To: Woodbury County Board of Supervisors  
Woodbury County Human Resources

Woodbury County Building Services respectfully requests discussion and action on the authorization to begin the hiring process for (1) Maintenance Tech position, and (2) Custodial positions effective September 1<sup>st</sup>, 2023.

We request this be placed on the agenda for Tuesday August 15th, 2023, Woodbury County Board of Supervisors meeting.

Thank You,

Kenny Schmitz, Building Services Director

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

Date: 08/10/2023 Weekly Agenda Date: 08/15/2023

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

**WORDING FOR AGENDA ITEM:**

Consideration of a utility permit for installation of fiber optic line in county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Frank Mowry/Metronet has applied for a permit to allow the installation of a fiber optic line in county right of way along Correctionville Road.

**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 Frank Mowry/Metronet

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the underground utility permit for Frank Mowry/Metronet 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 FRANK MOWERY

Highway US-20

Township \_\_\_\_\_

Address 1709 US-20, LAWTON, IA 51103

City of LAWTON

Office Phone 760-212-3355 Local Phone \_\_\_\_\_

Section: 30 1/4 of 1/4 Sec

Type of Utility Installation Underground and aerial fiber optic cables

T 89 N, R 46 W

Plans Prepared By Metro Fibernet, LLC.

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

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

Utility Location is  cross right-of-way

parallel to right-of-way

overhead

underground

Proposed Method of Installation

tunnel

suspend on poles

cased

jack & bore

suspend on towers

trench

open cut

plow

Estimated Starting Date 8/24/2023

Estimated Restoration Date 9/14/2023

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 Frank Mowery  
Digitally signed by: Frank Mowery  
DN: CN = Frank Mowery OU = Associates, Metronet,  
Users  
Date: 2023.08.10 10:13:07 -0500  
(Signature of Authorized Utility Representative)

Title PROJECT CONTROLS MANAGER

Date 8/10/2023

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 \_\_\_\_\_

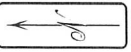
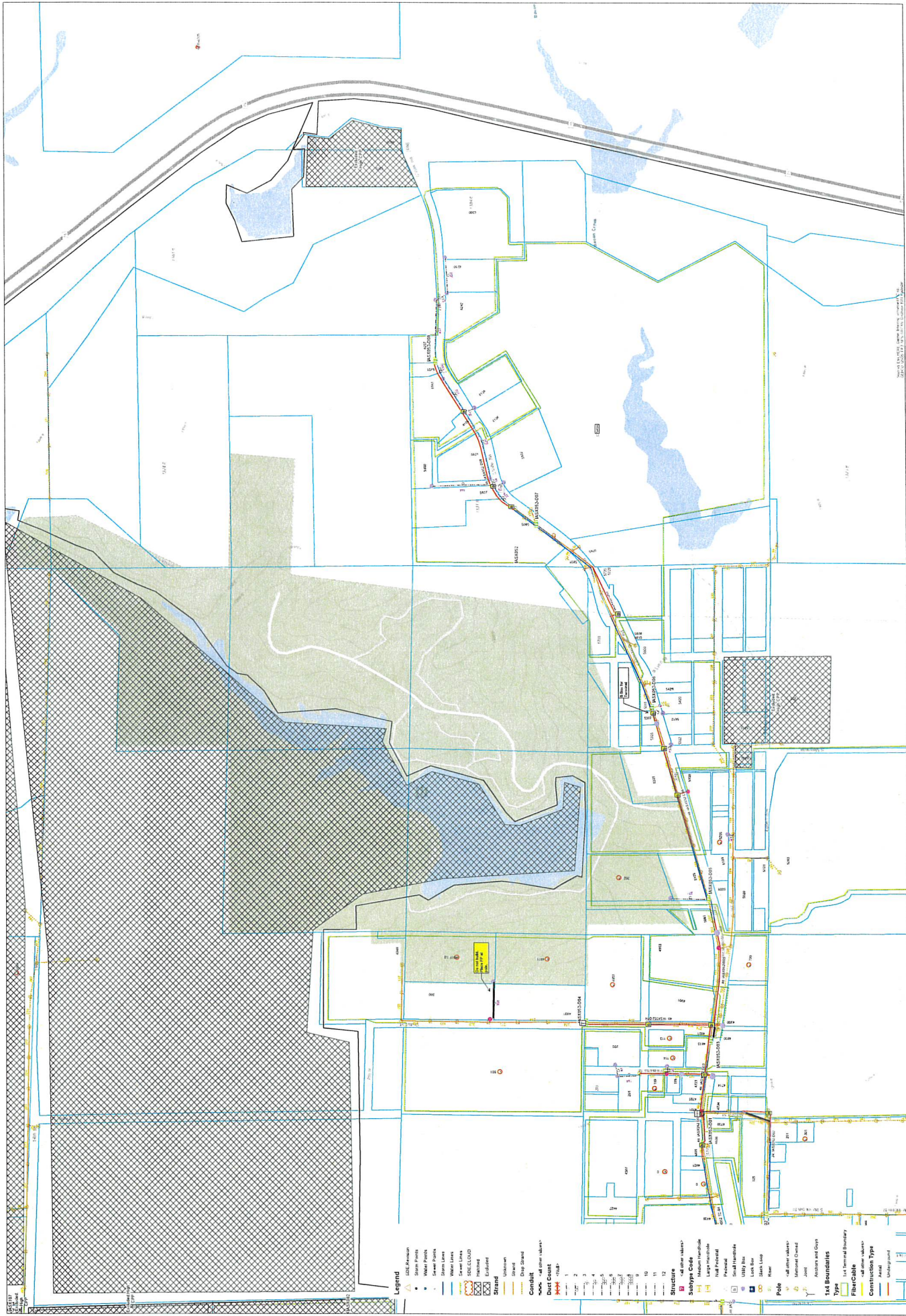
Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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



**metronet**  
 3701 Communications Way  
 Evansville, In 47715

THIS PRINT AND DESIGN ARE  
 METRONET AND SHALL BE  
 CONSIDERED CONFIDENTIAL.  
 REPRODUCED IN ANY WAY  
 WITHOUT THE WRITTEN  
 AND SHALL BE RETURNED  
 UPON REQUEST.

REV	DATE	DESCRIPTION	BY	CHKD

**LCP CONSTRUCTION DRAWING**  
 ROUTE: IASX052-REV1  
 PROJECT: Sioux City, IA City Build  
 LOCATION: Sioux City, IA

DESIGN ENG  
 USER NAME: arcgis  
 DATE: 4/12/2023  
 PROJECT NBR  
 SXCVIA.04134.CB  
 1:3,600

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

Date: 8/10/2023 Weekly Agenda Date: 8/15/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz Building Services Director

**WORDING FOR AGENDA ITEM:**

Woodbury County Building Services Vehicle

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Woodbury County Building Services respectfully requests authorization to purchase work vehicle

**BACKGROUND:**

By request State of Iowa Vehicle Fleet Service contract pricing was received from Sioux City Chrysler/ Dodge for a 2024 1/2 Ton 4x4 pickup truck.

**FINANCIAL IMPACT:**

2024 Budget Approved- Account 9108  
Sioux City Chrysler/ Dodge= \$56,913.00

**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 vehicle purchase

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to Approve purchase

WOODHOUSE CHRYSLER DODGE JEEP RAM AND  
 2101 6TH ST  
 SIOUX CITY, IA 511012231

Configuration Preview

Date Printed: 2023-08-10 10:38 AM VIN: Quantity: 1  
 Estimated Ship Date: VON: Status: BA - Pending order  
 FAN 1: 000N9 County of Woodbury IA  
 FAN 2:  
 Client Code:  
 Bid Number: TB4061  
 PO Number:

Sold to: WOODHOUSE CHRYSLER DODGE JEEP RAM AND FIAT OF SIOUX CITY (45590)  
 2101 6TH ST  
 SIOUX CITY, IA 511012231  
 Ship to: WOODHOUSE CHRYSLER DODGE JEEP RAM AND FIAT OF SIOUX CITY (45590)  
 2101 6TH ST  
 SIOUX CITY, IA 511012231

Vehicle: 2024 1500 BIGHORN/LONESTAR CREW 4X4 (144.5 in WB 5 ft 7 in Box) (DT6H98)

	Sales Code	Description	MSRP(USD)
Model:	DT6H98	1500 BIGHORN/LONESTAR CREW 4X4 (144.5 in WB 5 ft 7 in Box)	49,735
Package:	27Z	Customer Preferred Package 27Z	0
	EZL	5.7L V8 HEMI MDS VVT eTorque Engine	3,045
	DFR	8-Spd Auto 8HP75 Trans	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*T9	Deluxe Cloth Bucket Seat	595
	-X8	Black/Diesel Gray	0
Options:	MAF	Fleet Purchase Incentive	0
	XBM	Remote Start System	245
	NFF	33 Gallon Fuel Tank	445
	MWH	Rear Wheelhouse Liners	220
	MDA	Front License Plate Bracket	0
	ANT	Bed Utility Group	945
	A62	Big Horn Level 1 Equipment Group	1,995
	ADB	Protection Group	395
	4DH	Prepaid Holdback	0
	XHC	Trailer Brake Control	295
	4ES	Delivery Allowance Credit	0
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
174	Zone 74-Denver	0	
4EA	Sold Vehicle	0	
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB4061	Government Incentives	0
Discounts:	YGE	5 Additional Gallons of Gas	0
Destination Fees:			1,995

Total Price: 59,910 .

Order Type: Fleet PSP Month/Week:  
 Scheduling Priority: 1-Sold Order Build Priority: 99

- \$2500  
 - \$497  
 -----  
 \$56,913

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

**RESOLUTION #**  
**NOTICE OF PROPERTY SALE**

**Parcel #884705480001**

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

**Lot One (1), Hayworth's Meadows 1<sup>st</sup> Filing, an addition to Sioux City in the County of Woodbury and State of Iowa  
(2636 S. Lyons St.)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **15<sup>th</sup> Day of August, 2023 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **15<sup>th</sup> Day of August, 2023**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$437.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 1<sup>st</sup> Day of August, 2023.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Anthony Fitch Date: 9/1/22  
Address: 2610 S. Lyons St. Phone: 279-6594

Address or approximate address/location of property interested in:  
2636 S. Lyons St.

GIS PIN # 884705480001

*\*This portion to be completed by Board Administration \**

Legal Description:  
Lot A in Hayworth meadows Addition  
to Sioux City, Woodbury County, Iowa

Tax Sale #/Date: #1201 6/21/2010 Parcel # 195225

Tax Deeded to Woodbury County on: 6/16/23

Current Assessed Value: Land \$17,100 Building ~~500~~ — Total \$17,100

Approximate Delinquent Real Estate Taxes: \$6,248

Approximate Delinquent Special Assessment Taxes: \$18,300

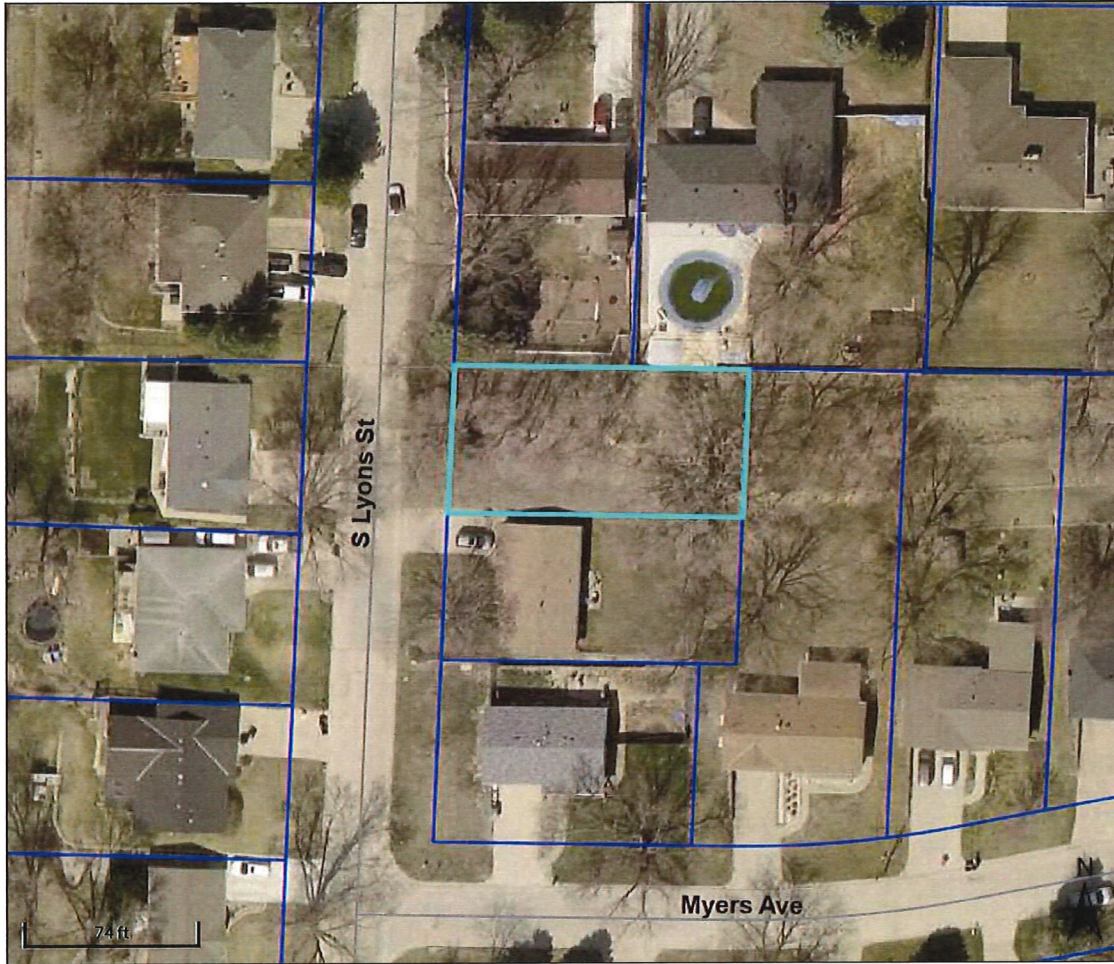
\*Cost of Services: \$131

Inspection to: Keith Radig Date: 9/1/22

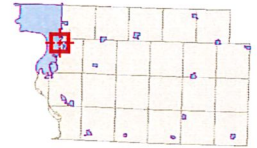
Minimum Bid Set by Supervisor: \$306.00 plus \$131 Total \$437

Date and Time Set for Auction: Tuesday, Aug. 15<sup>th</sup> @ 4:35

\* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	884705480001	Alternate ID	195225	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	2636 S LYONS ST	Acreage	n/a		SIOUX CITY, 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	HAYWORTH MEADOWS LOT 1				
	(Note: Not to be used on legal documents)				

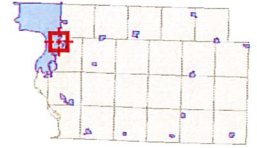
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Developed by  Schneider  
 GEOSPATIAL





Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	884705480001	Alternate ID	195225	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	2636 S LYONS ST	Acreage	n/a		SIOUX CITY, 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	HAYWORTH MEADOWS LOT 1				
	(Note: Not to be used on legal documents)				

Date created: 7/27/2023  
 Last Data Uploaded: 7/26/2023 7:59:33 PM

**RESOLUTION #**  
**NOTICE OF PROPERTY SALE**

**Parcel #894729184020**

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

**Lot Three (3) Block Fourteen (14) of Sioux City Davis Addition to Sioux City in the County of Woodbury and State of Iowa  
(1204 W. 3<sup>rd</sup> Street)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **15<sup>th</sup> Day of August, 2023 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **15<sup>th</sup> Day of August, 2023**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$467.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 1<sup>st</sup> Day of August, 2023.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Reed Burson Date: 9/1/22  
Address: 818 5<sup>th</sup> St Phone: 898-0511

Address or approximate address/location of property interested in:  
1204 W. 3<sup>rd</sup> St

GIS PIN # 894729184020

*\*This portion to be completed by Board Administration \**

Legal Description:  
Lot 3 Block 14 of Sioux City  
Davis Addition, City of Sioux City,  
Woodbury County, Iowa

Tax Sale #/Date: 1034 6/20/2011 Parcel # 130983

Tax Deeded to Woodbury County on: 6/16/23

Current Assessed Value: Land \$12,600 Building --- Total \$12,600

Approximate Delinquent Real Estate Taxes: \$2,913

Approximate Delinquent Special Assessment Taxes: \$2,759

\*Cost of Services. \$108

Inspection to: Keith Radig Date: 9/1/22

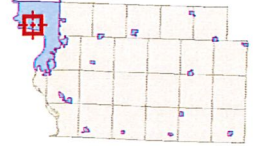
Minimum Bid Set by Supervisor: \$359.00 plus \$108 Total: \$467

Date and Time Set for Auction: Tuesday, Aug - 15<sup>th</sup> @ 4:37

\* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

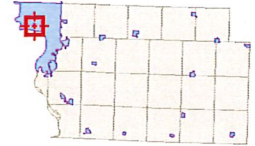
Parcel ID	894729184020	Alternate ID	130983	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS
Property Address	1204 W 3RD ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	SIOUX CITY DAVIS LOT 3 BLK 14				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 7/27/2023  
 Last Data Uploaded: 7/26/2023 7:59:33 PM

Developed by Schneider  
 GEOSPATIAL



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894729184020	Alternate ID	130983	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS
Property Address	1204 W 3RD ST	Acres	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	SIOUX CITY DAVIS LOT 3 BLK 14				
	(Note: Not to be used on legal documents)				

Date created: 7/27/2023  
 Last Data Uploaded: 7/26/2023 7:59:33 PM

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

Date: August 10, 2023 Weekly Agenda Date: August 15, 2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Sheriff Chad Sheehan

**WORDING FOR AGENDA ITEM:**

New Garnishment Clerk

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Sheriff's Office needs a full time clerk to handle the garnishments.

**BACKGROUND:**

Last year the Sheriff's Office was inundated with garnishments. We had budgeted \$65,000 in revenue and we brought in \$219,941.07. This year we budgeted \$85,000.00 in revenue and the first month we brought in \$30,000.00. These garnishments are time consuming and are taking multiple staff members including command staff away from their normal duties. Clerk will also assist with jail housing.

**FINANCIAL IMPACT:**

Wages and Benefits = \$74,057.58  
The additional revenue more than off sets the expense

**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 creating a new Clerk III position to handle garnishments.

**ACTION REQUIRED / PROPOSED MOTION:**

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

Date: 8/9/2023 Weekly Agenda Date: 8/15/2023

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

**WORDING FOR AGENDA ITEM:**

Consideration of the issuance of a quit claim deed for former gravel pit property east of Anthon

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Board is asked to provide a quit claim deed to the owner of a former gravel pit northeast of Anthon. The county abandoned the pit many years ago.

**BACKGROUND:**

The property adjacent to Mason Avenue was acquired for use as a gravel pit in 1946. In examining the deed to the property, the county engineer noted that it was agreed at the time of purchase that the land would be quit claim deeded back to the original owner upon completion of its use as a gravel pit. This quit claim deed has never been completed following closure of the pit.

**FINANCIAL IMPACT:**

The county will be able to put the acreage back on the tax rolls upon deeding it back to the owner.

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

Yes  No

**RECOMMENDATION:**

I recommend that the board approve the quit claim deed to former gravel pit as described on the accompanying deed.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the quit claim deed for the former gravel pit off of Mason Avenue and direct the chair to sign the deed.

THIS DOCUMENT WAS PREPARED BY MARK J. NAHRA, WOODBURY COUNTY ENGINEER'S OFFICE, 759 E. FRONTAGE RD., MOVILLE, IA 51039, 712-873-3215

Return to Mark Nahra, Woodbury County Engineer, 759 E. Frontage Rd. Merville, IA 51039

Tax Statement to: Wright Eugene E & Arlene A Dec. Rev Trust % Sandy Ortner, 616 Peach St, Danbury IA 51019

### QUIT CLAIM DEED

For the consideration of one and 0/100 dollars (\$1.00) and other valuable consideration, Woodbury County represented by its Board of Supervisors, Matthew Ung, Chairperson does hereby quit claim to Wright Eugene E & Arlene A Dec. Rev Trust, all right, title, interest, estate, claim, and demand on the following described real estate in Woodbury County, Iowa:

COMMENCING AT THE SE CORNER OF SECTION 28, T88N-R43W; THENCE 1340.0 FEET WEST AND 33.0 FEET NORTH TO THE POINT OF BEGINNING; THENCE NORTH 9°-05' EAST A DISTANCE OF 202.15 FEET; THENCE NORTH 12°-31' WEST A DISTANCE OF 351.7 FEET; THENCE NORTH 19°-27' EAST A DISTANCE OF 111.3 FEET; THENCE NORTH 43°-36' EAST A DISTANCE OF 285.0 FEET; THENCE NORTH 46°-24' WEST A DISTANCE OF 225.0 FEET; THENCE SOUTH 43°-36' WEST A DISTANCE OF 335.66 FEET; THENCE SOUTH 15°-56' WEST A DISTANCE OF 579.41 FEET; THENCE SOUTH 51°-41' EAST A DISTANCE OF 337.95 FEET; THENCE EAST A DISTANCE OF 100.0 FEET TO THE POINT OF BEGINNING.

SAID TRACT LIES IN THE SE 1/4, SECTION 28, T88N-R43W AND CONTAINS APPROXIMATELY 6.041 ACRES, MORE OF LESS.

Said real estate being part subject to other easements of record.

Words and phrases herein, including acknowledgement hereof, shall be construed as in the singular or plural number and as masculine or feminine gender, according to the context.

Dated:\_\_\_\_\_

\_\_\_\_\_

Chair, County Board of Supervisors

County Seal:

\_\_\_\_\_

County Auditor



MEMORANDUM OF AGREEMENT

This agreement made and entered into this 7<sup>th</sup> day of Nov, 1946 by and between H. G. Corrie and Alice E. Corrie of the County of Woodbury, Address 1415 Mulberry Street, Sioux City Iowa, Party of the First Part, and Woodbury County Iowa acting thru its Board of Supervisors, Party of the Second Part.

WITNESSETH: In consideration of the delivery to Woodbury County of a Quit-Claim Deed to a gravel pit, dated November 7, 1946 and attached hereto, consisting of 6.041 acres in the SE $\frac{1}{4}$ , Section 28, T88N-R43W, it is mutually agreed by the Parties hereto:

That the Party of the Second Part shall Quit-Claim without cost to the Party of the First Part the premises above referred to at such time as the said Second Party shall have ceased to use the land for the purpose of obtaining gravel therefrom.

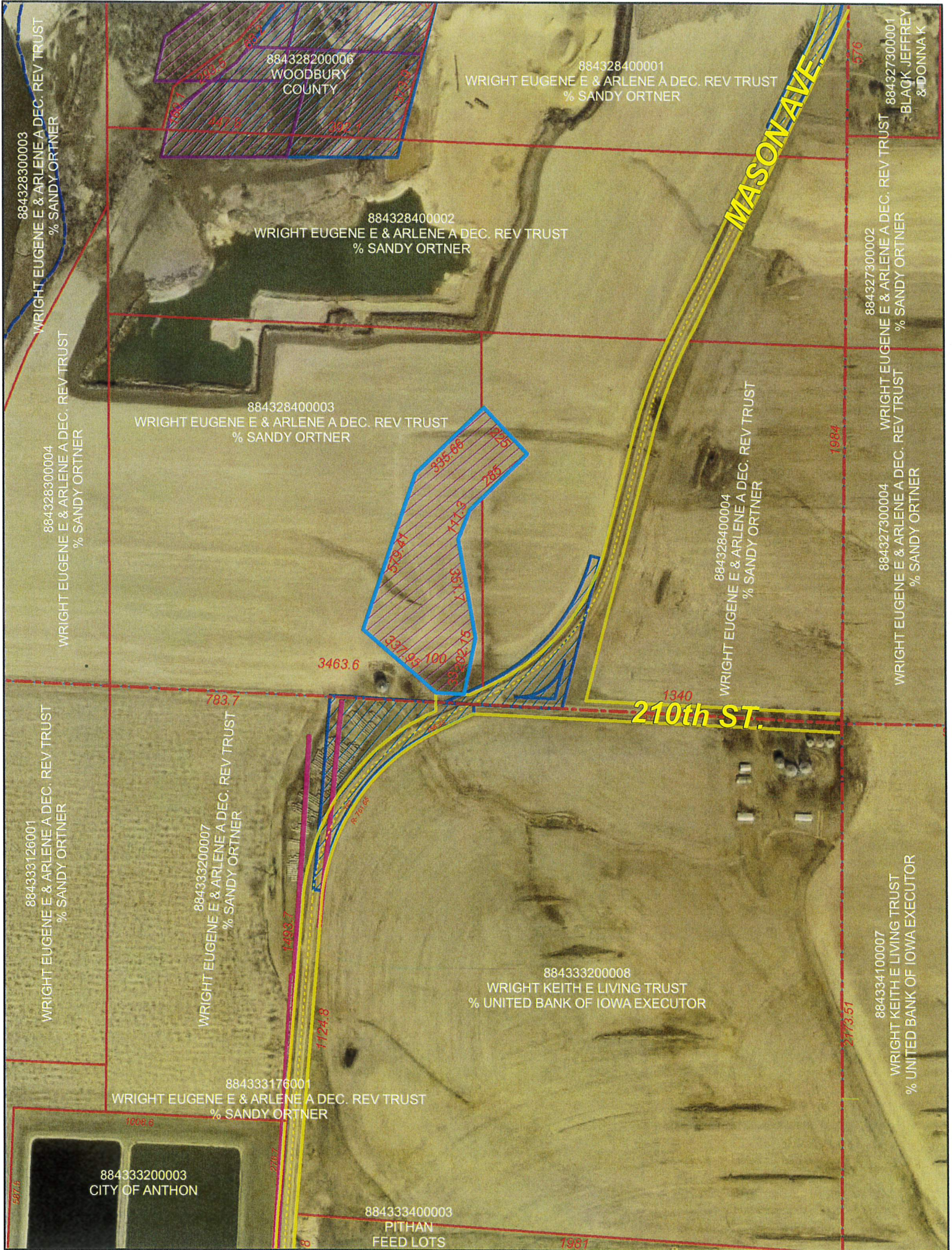
In witness whereof the Parties hereto have set their hand and seal this 7<sup>th</sup> day of Nov, 1946.

Harry G. Corrie  
Alice E. Corrie

Signed \_\_\_\_\_  
Party of the First Part

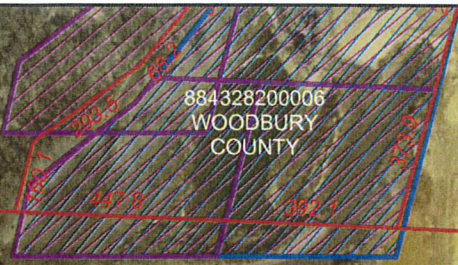
Signed Woodbury County Iowa  
Party of the Second Part

By Bob E. Carlson  
Chairman  
Board of Supervisors



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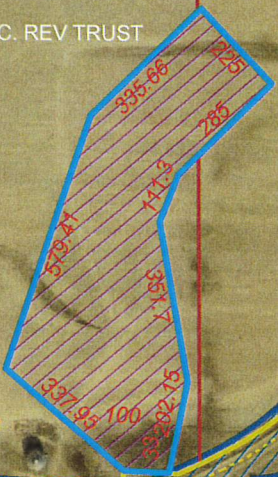
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CITY OF ANTHON

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PITHAN  
FEED LOTS

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

Date: 8/9/2023 Weekly Agenda Date: 8/15/2023

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

**WORDING FOR AGENDA ITEM:**

Consider approval of a preconstruction addendum with Iowa DOT for grading and paving 158th St. and Benton Avenue

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Iowa DOT is proposing to pave 158th Street and Benton Avenue near the new DOT campus. A preconstruction agreement is presented for approval.

**BACKGROUND:**

The Iowa DOT is using 158th Street and Benton Avenue as an alternate access to their new campus during the four lane Hwy 20 project. SRTS will also be using the road when they relocate to their new facility on the same campus. DOT is proposing to pave the road for this temporary use and as an alternate access to their facility at no charge to the county.

**FINANCIAL IMPACT:**

The county is paying nothing toward the cost of the project.

**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 preconstruction agreement with the Iowa DOT and direct the chair to sign the agreement.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the preconstruction agreement and direct the chair to sign said agreement.

**IOWA DEPARTMENT OF TRANSPORTATION  
Addendum to  
Agreement No. 2022-C-035**

County	<u>Woodbury</u>
Project No.	<u>NHSX-020-1(179)--3H-97</u>
Iowa DOT	
Addendum No.	2022-C-035A
Staff Action No.	<u>N/A</u>

This Addendum, is entered into by and between the Iowa Department of Transportation, hereinafter designated the "DOT", and Woodbury County, Iowa, a Local Public Agency, hereafter designated the "LPA" in accordance with Iowa Code Chapters 28E, 306, 306A and 313.4 and 761 Iowa Administrative Code Chapter 150 as applicable;

The DOT proposes to establish or make improvements to U.S. 20 within Woodbury County, Iowa; and

The DOT and the LPA are willing to jointly participate in said project, in the manner hereinafter provided; and

The DOT and the LPA previously entered into the following agreement(s) for the above referenced project: Agreement No. 2022-C-035 for grading and new pavement from the U.S. 75 / Iowa 12 Interchange in Sioux City to Little Whiskey Creek (east bound and west bound) was executed by the DOT and LPA on November 3, 2021 and November 2, 2021 respectively; and

Subsequent to execution of the above referenced Agreement it was determined that paving of 158<sup>th</sup> Street and Benton Avenue needs to be completed as part of the U.S. 20 grading and paving project to provide dependable access for the Siouxland Regional Transit System.

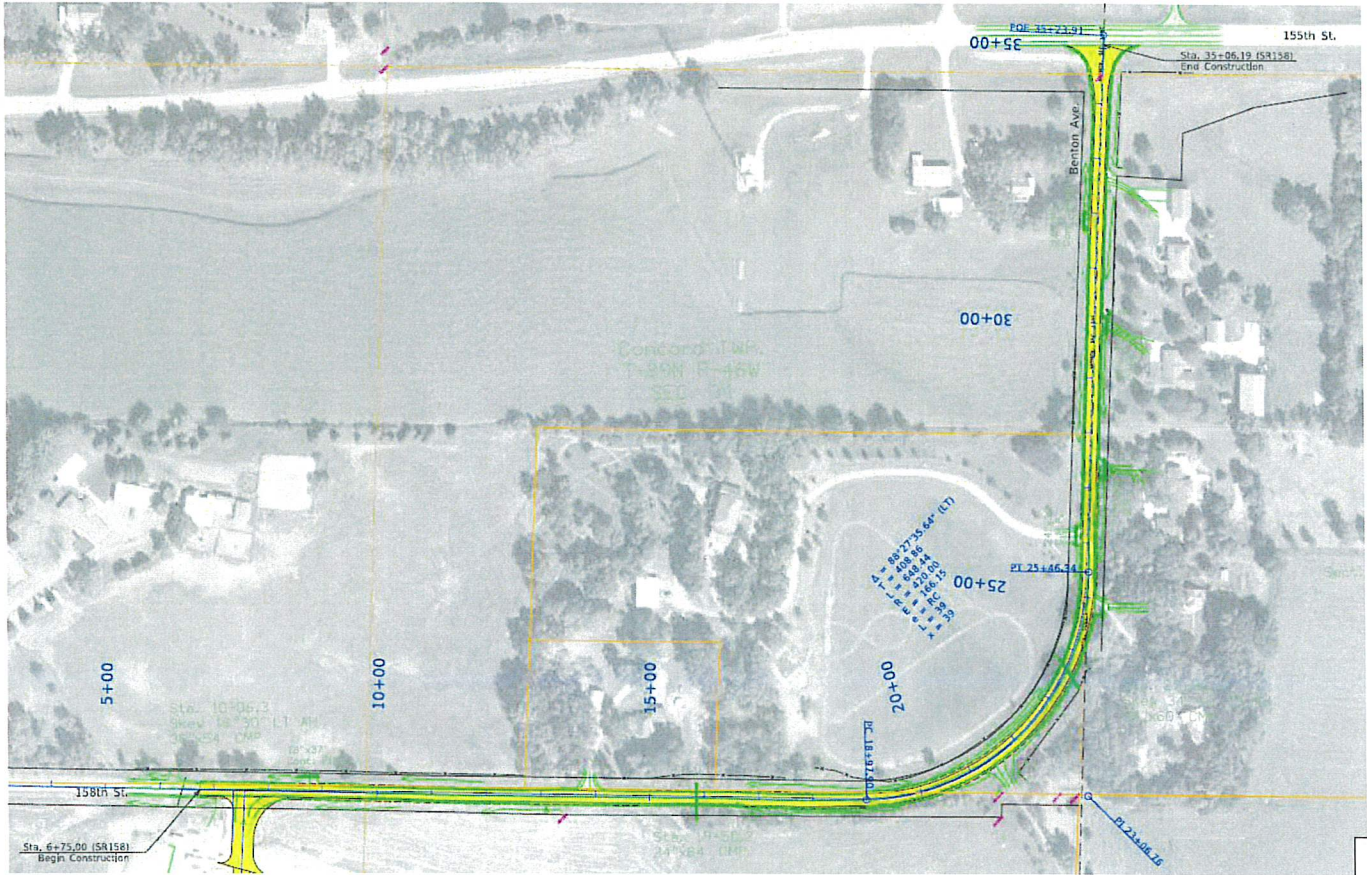
This Addendum reflects the current concept of this project which is subject to modification by mutual agreement between the LPA and the DOT; and

Now, therefore, it is agreed as follows:

1. The following side street improvements are hereby added:
  - A. 158<sup>th</sup> Street and Benton Avenue will be paved from the back entrance of the Iowa DOT Facility to 155<sup>th</sup> Street. The paving will occur from Station 6+75 to Station 35+06.19. See Exhibit A for location of work. The Portland Cement Concrete (PCC) pavement will be 9.5 inches thick and 22 feet wide. Granular shoulders will be placed on the outside of the pavement and will vary from 2.5 feet to 4.0 feet wide to match into the existing fore slopes. See Exhibit B for typical pavement section.
  - B. The DOT will be responsible for the cost of the side street improvements.
  - C. If it becomes necessary to temporarily close 158<sup>th</sup> Street and Benton Avenue during construction, the DOT shall furnish and install the required barricades and signing for the closure at project cost and shall remove same upon completion of the project also at no expense or obligation to the LPA. The DOT shall work in close cooperation with the LPA and the contractor to accommodate emergency services and local access across the project during construction.
  - D. Upon completion of construction, the LPA agrees to accept ownership and jurisdiction of the side street improvements located within its jurisdiction. The LPA shall also assume responsibility for all future maintenance operations associated therewith, all at no additional expense or obligation

# Paved Portion of 158th and Benton Ave

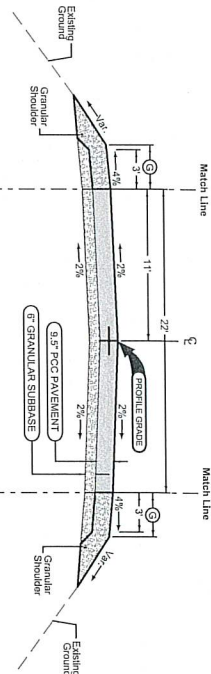
Exhibit A



# Exhibit B

## Granular Shoulder

STATION TO STATION	Feet	Modified
23+65	4.25	②
23+15	2.5	
24+50	2.54	



Matching Station: CD at 17' spacing  
 Longitudinal Joint: 1-2'

STATION TO STATION	Modified
6+75.00	35+06.19

## Granular Shoulder

STATION TO STATION	Feet	Modified
14+70	4.25	②
15+20	2.5	
17+00	2.54	

158th St./Benton Ave.

FILE NO.	5/4/2023	DESIGN TEAM	Flattery\Bell\Kiebel	WOODBURY COUNTY	PROJECT NUMBER	NHSX-020-1(179)-3H-97	SHEET NUMBER	B.17
ENGLISH	trnrdm	DESIGN TEAM	Flattery\Bell\Kiebel	WOODBURY COUNTY	PROJECT NUMBER	NHSX-020-1(179)-3H-97	SHEET NUMBER	B.17
10:46:15 AM		DESIGN TEAM	Flattery\Bell\Kiebel	WOODBURY COUNTY	PROJECT NUMBER	NHSX-020-1(179)-3H-97	SHEET NUMBER	B.17

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

Date: 8/9/2023 Weekly Agenda Date: 8/15/2023

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

**WORDING FOR AGENDA ITEM:**

Receive and consider bids for calcium chloride for FY 2024

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The county annually receives bids for calcium chloride for snow removal.

**BACKGROUND:**

The county took bids for approximately 110 tons of calcium chloride this year. This is an increase from FY 2023, but a normal sized order for the county. Last year was a lower order due to the mild winter of 2021-2022.

**FINANCIAL IMPACT:**

Calcium chloride is an annual budget item for the county road department.

**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:**

- 1) I recommend that the Board receive bids for Calcium Chloride - 2024 and return them to the county engineer for review and recommendation.
- 2) If quotes show a clear low quote, the engineer may recommend award at the Board meeting after opening the quotes.

**ACTION REQUIRED / PROPOSED MOTION:**

- 1) Motion to receive bids for Calcium Chloride - 2024 and return them to the county engineer for review and recommendation.
- 2) Motion to award bid if low quote is clearly determined by bid results.

TABULATION OF BIDS

LETTING: TUES. 8/15/23 CALCIUM CHLORIDE LETTING  
 2023-2024 SEASON  
 WOODBURY COUNTY, IOWA

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

PROPOSAL GUARANTY		QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
Egan Supply					Univar USA, Inc.			Scotwood Industries, Inc.
13838 Industrial					3002 F Street			12980 Metcalf Ave.
Omaha, NE 68127					Omaha, NE 68107			Overland Park, KS 66213
FARMERS FEED & SUPPLY					JERICO SERVICE INC.			BOMGAARS
602 Main St					1506 N. 14th St			1805 Zenith Drive
Boyden, IA 51234					Indianola, IA 50125			Sioux City, IA 51103
CALCIUM CHLORIDE								
22 TONS AT MOVILLE	22	\$	\$	\$	\$	\$	\$	\$
44 TONS AT CORRECTIONVILLE	44	\$	\$	\$	\$	\$	\$	\$
22 TONS AT OTO	22	\$	\$	\$	\$	\$	\$	\$
22 TONS AT HORNICK	22	\$	\$	\$	\$	\$	\$	\$
TOTAL WOODBURY COUNTY 110 TON	110	\$	\$	\$	\$	\$	\$	\$
CALCIUM CHLORIDE								
22 TONS AT MOVILLE	22	\$	\$	\$	\$	\$	\$	\$
44 TONS AT CORRECTIONVILLE	44	\$	\$	\$	\$	\$	\$	\$
22 TONS AT OTO	22	\$	\$	\$	\$	\$	\$	\$
22 TONS AT HORNICK	22	\$	\$	\$	\$	\$	\$	\$
TOTAL WOODBURY COUNTY 110 TON	110	\$	\$	\$	\$	\$	\$	\$



PROPOSAL GUARANTY		Harcos Chemical, Inc.		White Front Sales		Marx Distribution	
		9000 F. Street		4290 Dodge St.		2400 3rd St.	
		Omaha, NE 68127		Dubuque, IA 52003		Sioux City, IA 51101	
QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE
CALCIUM CHLORIDE							
22 TONS AT MOVILLE	22	\$	\$	\$	\$	\$	\$
44 TONS AT CORRECTIONVILLE	44	\$	\$	\$	\$	\$	\$
22 TONS AT OTO	22	\$	\$	\$	\$	\$	\$
22 TONS AT HORNICK	22	\$	\$	\$	\$	\$	\$
TOTAL WOODBURY COUNTY 110 TON	110	\$	\$	\$	\$	\$	\$

PROPOSAL GUARANTY		Perk Products					
		P. O. Box 100585					
		Nashville, TN 37224					
QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE
CALCIUM CHLORIDE							
22 TONS AT MOVILLE	22	\$	\$	\$	\$	\$	\$
44 TONS AT CORRECTIONVILLE	44	\$	\$	\$	\$	\$	\$
22 TONS AT OTO	22	\$	\$	\$	\$	\$	\$
22 TONS AT HORNICK	22	\$	\$	\$	\$	\$	\$
TOTAL WOODBURY COUNTY 110 TON	110	\$	\$	\$	\$	\$	\$

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

Date: 8/9/2023 Weekly Agenda Date: 8/15/2023

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

**WORDING FOR AGENDA ITEM:**

Receive and consider bids for Propane for heating county buildings for FY 2024

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The county annually receives bids for propane supplied for heating for the Secondary Road Department, Emergency Services, the Sheriff's Department, Conservation, and the Little Courthouse at Anthon.

**BACKGROUND:**

The county is taking bids for 56,700 gallons of propane this year. This is an increase due in part to replacing the electrical heating system at our Pierson shed with a propane system.

**FINANCIAL IMPACT:**

Propane is an annual budget item for the county departments.

**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:**

- 1) I recommend that the Board receive bids for Propane - FY 2024 and return them to the county engineer for review and recommendation.
- 2) If quotes show a clear low quote, the engineer may recommend award at the Board meeting after opening the quotes.

**ACTION REQUIRED / PROPOSED MOTION:**

- 1) Motion to receive bids for Propane - FY 2024 and return them to the county engineer for review and recommendation.
- 2) Motion to award bid if low quote is clearly determined by bid results.

TABULATION OF BIDS

Sheet1

LETTING: TUESDAY, AUGUST15, 2023

PROPANE LETTING  
2023-24 SEASON  
WOODBURY COUNTY, IOWA

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

PROPOSAL GUARANTY

\*\* \*\*  
\*\* \*\* Johnson Propane  
\*\* \*\* Hwy 175 W., Box 138  
\*\* \*\* Battle Creek, IA 51006  
\*\* \*\*

\* \*  
\* Sapp Bros Petroleum Inc.\*\* \* New Cooperative Inc.  
\* 129 Steuben St. \* 3330 Moville Blacktop  
\* Sioux City, IA 51101 \* Hornick, IA 51026  
\* \*

\*  
\* Rodney Propane  
\* 2909 Moville Blacktop  
\* Hornick, IA 51026  
\*

\*\* QUANTITI \*\* UNIT PRICE : AMOUNT

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\* UNIT PRICE : AMOUNT

1. PROPANE FUEL FOR PERIOD FROM  
SEPTEMBER 1, 2023 THROUGH AND  
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PROPOSAL GUARANTY

\*\* \*\*  
\*\* \*\* Galva Holstein Ag., LLC  
\*\* \*\* 204 E. First St.  
\*\* \*\* P. O. Box 230  
\*\* \*\* Holstein, IA 51025

\* \*  
\* Central Valley Ag. Coop  
\* 30459 Hwy. 3  
\* LeMars, IA 51031  
\*

\* \*  
\* Ferrellgas Government Bids /  
\* 7500 College Blvd., Suite 100  
\* Overland Park, KS 66210  
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\*\* QUANTITI \*\* UNIT PRICE : AMOUNT

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1. PROPANE FUEL FOR PERIOD FROM  
SEPTEMBER 1, 2023 THROUGH AND  
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**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 8/10/2023

Weekly Agenda Date: 8/15/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Jeremy Taylor and Dan Bittinger

**WORDING FOR AGENDA ITEM:**

Authorization to De-Authorize Clerk II Position at Veteran Affairs and Authorize a CVS0 Position

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Lisa Robinson has recently obtained her CVS0 certification. There are 3 positions currently (2 CVS0s and one clerk). In the past we have had as many as 3 CVS0s and one clerk. At the same time, beneficiary dollars are bringing in excess of \$2.2 million monthly (the 7th highest in the state outpacing even Johnson County) and there have been renewed efforts to do outreach at the local Guard units (1-113 CAV on the Army side, 185th ARW on the Air Side, and the Reserve Quartermasters). The office has likewise done an admirable job of going out to our rural areas such as Pierson, Correctionville, Sergeant Bluff and in the spirit of the "Little Anthon Courthouse" brought county government to the people..

**BACKGROUND:**

By having 3 CVS0s, we can duplicate and be a "force multiplier" in terms of being able to service more people and the cost differential is not great, e.g. \$3,983.60. This change is completely under the Board of Supervisors direction and purview.

We also have discussed that by doing so, appointments can be kept and wait times are still even down so that when veterans file VA disability claims they are not waiting 6-9 months but can expect timely service and response in less than a month. Because this does not add an FTE, the amount to the budget is nominal. Because this is not a move from a Clerk II to a Clerk III or something otherwise within the union, this is something that the Board of Supervisors can likewise do unilaterally. I have vetted this with our Budget Analyst and Director of Human Resources.

Likewise, this is based on an additional certification which is laudable and makes us more able to cover the office. We have talked about ensuring even during outreach periods that the office be open with at least one person.

**FINANCIAL IMPACT:**

\$3,983.60

**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:**

Motion to De-Authorize Clerk II Position at Veterans Affairs and Authorize a CVSO Position

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to De-Authorize Clerk II Position at Veterans Affairs and Authorize a CVSO Position

## IMPROVEMENT REQUEST

Department/Division Title: Veteran Affairs Office

Request: Office Position Reassigning, from Clerk II to CVSO following Clerk III pay scale.

Justification: With County Veterans numbers increasing, having another CVSO will assist with timely assistance and completion of claims along with the position shuffle due to job responsibilities increasing over time.

Financial Impact: Funding for this position would come from line 0001-21-3200-11900 for \$3,983.60, this would be removing the Clerk II position and replacing it with a CSVO position.

### Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-21-3200-000-10003	Full Time	3,387.42	New Position
0001-21-3200-000-11000	FICA	259.14	Benefit Increase
0001-21-3200-000-11100	IPERS	319.77	Benefit Increase
0001-21-3200-000-11300	Group Health Insurance	-	Benefit Increase
0001-21-3200-000-11701	Life Insurance	-	Benefit Increase
0001-21-3200-000-11702	Dental Insurance	-	Benefit Increase
0001-21-3200-000-11703	LTD Insurance	17.27	Benefit Increase
	<b>Total:</b>	<b>3,983.60</b>	

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

Date: 8/10/2023

Weekly Agenda Date: 8/15/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor J. Taylor

**WORDING FOR AGENDA ITEM:**

Authorization for up to \$30,000 in Capital Improvement Requests to Fix Broken Window and Replace Door/Window System at TriView Veterans Affairs Building

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

During this past week, Director of Veterans Affairs Loni Kuhlmann contacted me regarding an act of vandalism that shattered a large window in her office leaving a more than 4x8 area exposed. Building Services admirably boarded up this area and was able to seal the plywood. We should move to have this replaced with a more permanent (and energy-efficient) solution.

**BACKGROUND:**

The framing which is already warped and was set to be replaced in an approved 2022 CIP is degraded to the point where it does not make sense to put new glass in and would most likely be prohibitive. Having freed up some recently designated 2023 CIP, it would make sense to have this metal framing and window replaced at the same time. Passing this today would designate this money and allow Building Services Director Kenny Schmitz to proceed. Having spoken to Loni at the Veterans Affairs Commission meeting and observed the area, she also stated that there are funds leftover from \$5,000 for improvements that could be utilized if it was over and above this amount. However, I feel that "up to" amount should be more than sufficient.

**FINANCIAL IMPACT:**

Up to \$30,000 in CIP funding for 2023

**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 up to \$30,000 in 2023 CIP in order to replace/fix window framing and glass in two areas at TriView Building including the one vandalized.

**ACTION REQUIRED / PROPOSED MOTION:**

Approve up to \$30,000 in 2023 CIP in order to replace/fix window framing and glass in two areas at TriView Building including the one vandalized.