



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MARCH 26) (WEEK 13 OF 2024)

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Daniel A. Bittinger II
389-4405
dbittinger@woodburycountyiowa.gov

Mark Nelson
540-1259
mnelson@woodburycountyiowa.gov

Keith W. Radig
560-6542
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Jeremy Taylor
259-7910
jtaylor@woodburycountyiowa.gov

Matthew A. Ung
490-7852
matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held March 26, 2024, 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

3:00 p.m. Joint Closed Session with LEC Authority {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 March 19, 2024 meeting
3. Approval of claims
4. Deputy Commissioner of Elections – Steve Hofmeyer
Receive the appointment of Dylan Hinds as a Concord Township Trustee, to fill the vacancy left when Howard Mesz resigned

5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process

6. Secondary Roads – Mark Nahra
 - a. Approval of underground utility permit for Long Lines Broadband and to direct the chair to sign the permit
 - b. Approval of permit to work in the right of way for Tyler O’Connell and to direct the chair to sign the permit

End Consent Agenda

7. Secondary Roads – Mark Nahra
 - a. Receive bids for project number CP-2024 and return them to the county engineer for review and recommendation Action
 - b. Award bid if low quote is clearly determined by bid results Action

8. Board of Supervisors – Daniel Bittinger

Approval to postpone the Salix Drainage District review meeting to June 18, 2024 Action

9. Reports on Committee Meetings Information

10. Citizen Concerns Information

11. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- MON., MAR. 25 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom
- WED., MAR. 27 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., MAR. 28 11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
- MON., APR. 1 6:00 p.m.** Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., APR. 3 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., APR. 4 12:00 p.m.** SIMPCO Regional Policy and Legislative Affairs Committee Meeting, Hybrid
- WED., APR. 10 7:30 a.m.** SIMPCO Executive-Finance Committee Meeting, 6401 Gordon Drive
- 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THU., APR. 11 12:00 p.m.** SIMPCO Board of Directors, 6401 Gordon Drive
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., APR. 17 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., APR. 18 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., APR. 19 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
- MON., APR. 22 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom
- WED., APR. 24 1:00 p.m.** Hazardous Materials Response Commission Annual Meeting, The Security Institute
- 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., APR. 25 11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- 1:30 p.m.** SIMPCO – Community and Economic Development Meeting, Hybrid

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.

MARCH 19, 2024, TWELFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, March 19, 2024, at 4:30 p.m. Board members present were Nelson, Ung, Bittinger II, Radig, and Taylor. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Joshua Widman, Assistant County Attorney, Dennis Butler, Budget and Finance Director, 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 Nelson to approve the agenda for March 19, 2024. Carried 5-0. Copy filed.
Motion by Ung second by Radig to approve the following items by consent:
2. To approve minutes of the March 12, 2024 meeting. Copy filed.
3. To approve the claims totaling \$904,633.63. Copy filed.
4. To approve the property tax refund for Brenda Smith-Hansen, 408 Tipton St., Salix, parcel #874735307009, in the amount of \$515.00. Copy filed.
- 5a. To lift tax suspension for Michael Clark, parcel #894815478015, 1601 River Dr. Copy filed
- 5b. To lift tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension. Copy filed.
6. To approve the transfer of Allen Robert Welte, Interim Director, Emergency Services Dept., effective 03-18-24, \$2602.40/bi-weekly. Transfer to Interim Director.; the reclassification of Justin Donaghu, Court Security Officer, County Sheriff Dept., effective 4-01-24, \$32.12/hour, 11.5%=\$3.35/hour. Per CWA Civilian Officers Contract agreement, from Senior to Master Class.; the reclassification of Sage Lewis, Deputy Sheriff, County Sheriff Dept., effective 4-01-24, \$38.30/hour, 9.9%=\$3.46/hour. Per CWA Deputy Sheriffs contract agreement, from Senior to Master Deputy.; and the reclassification of Kathryn Jones, P/T Youth Worker, Juvenile Detention Dept., effective 4-01-24, \$26.94/hour, 17%=\$3.91/hour. Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 3 to Grade 1/Step 4. Copy filed.

Carried 5-0.

7. Motion by Ung second by Taylor to receive bids for an air compressor for the LEC from Building Services Director Schmitz. Carried 5-0. Copy filed.
Motion by Taylor second by Radig to receive research information from Building Services Director Schmitz. Carried 5-0. Copy filed.
Motion by Nelson second by Bittinger to receive costs for a rental chiller for the LEC from Building Services Director Schmitz. Carried 5-0. Copy filed.
Motion by Ung second by Bittinger to postpone action for low quote for Law Enforcement Center conditioned air/refrigerant compressor replacement. Carried 5-0. Copy filed.
8. Motion by Ung second by Bittinger to reallocate \$471,000 from the ARPA standard allowance to the LEC Authority, due to change orders fulfilled by general contractor Hausmann Construction. Carried 5-0. Copy filed.
9. Reports on committee meetings were heard.
10. Mayor Nelson, Salix, addressed the board regarding the Salix proposed drainage district.

Mark Nahra, Woodbury County Engineer, expressed concerns about House File 718.

11. Board concerns were heard.

The Board adjourned the regular meeting until March 26, 2024.

Meeting sign in sheet. Copy filed.

NOTICE OF APPOINTMENT TO FILL A VACANCY

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

From: Concord Township School/City/Township/
Kirk Flammang, Trustee Extension/Soil & Water
Secretary/Clerk
3-12-2024 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 Trustee
Name Dylan Hinds
Address 1633 120th st
City/Zip Sioux City IA 51108
Date of appointment 12 MAR 24

This appointment is to fill the office previously held by:

Howard Mesz
(Name of previous official)

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

PATRICK F. GILL
WOODBURY COUNTY
AUDITOR RECORDER
COMM OF ELECTIONS
2024 MAR 15 PM 2:07

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 26, 2024

*** 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
Smith, Randy	Secondary Roads	3-15-24	Motor Grader Operator			S	Resignation.
Ajpacaja, Pablo	County Sheriff	4-01-24	Civilian Jailer	\$23.97/hour		A	Job Vacancy Posted 12-06-23. Entry Level Salary: \$23.97/hour.
Gibson, John	Secondary Roads	4-03-24	Equipment Operator	\$26.63/hour		A	Job Vacancy Posted 1-31-24. Entry Level Salary: \$26.63/hour.
Peck, Kyrese	Secondary Roads	4-03-24	Motor Grader Operator	\$26.93/hour		A	Job Vacancy Posted 1-31-24. Entry Level Salary: \$26.93/hour.
Javorsky, Tyler	County Sheriff	4-15-24	Civilian Jailer	\$24.95/hour	4%=\$.98/hr	R	Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2.
Holmes, John	Emergency Management	4-15-24	Assistant Coordinator	\$24.00/hour	4%=\$1.00/hr	R	6 month wage increase.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas

HUMAN RESOURCES DEPARTMENT

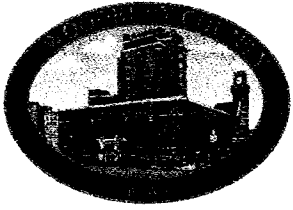
WOODBURY COUNTY, IOWA

DATE: March 26, 2024

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Secondary Roads	Motor Grader Operator	CWA: \$26.93/hour		

Chairman, Board of Supervisors



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039

Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Naha, P.E.
mnaha@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

To: Woodbury County Board of Supervisors
Woodbury County Human Resources

From: Mark J. Naha, County Engineer

Date: March 20, 2024

Subject: District 5 Motor Grader Operator Position

With the resignation of Randy Smith, a motor grader operator position is vacant in District 5 at Hornick. This will leave the district shorthanded if the vacancy is not filled. I would like to start the hiring process immediately to minimize the time we will be shorthanded in this district.

RECOMMENDATION: It is my recommendation that we fill the vacant motor grader operator position created by the resignation of Randy Smith at Hornick immediately. Thank you for your attention.

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

Date: 3/21/2024 Weekly Agenda Date: 3/26/2024

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

WORDING FOR AGENDA ITEM:

Consideration of utility permit for replacement of copper communication line in county rights of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Long Lines Broadband has applied for a permit to allow the replacement of copper communication line with fiber optic cable in county rights of way.

BACKGROUND:

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the 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 Long Lines Broadband.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the underground utility permit for Long Lines Broadband 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 Long Lines Broadband

Highway Numerous as shown on construction sheets

Township Woodbury, Liberty

Address 504 Fourth Street, Sergeant Bluff, IA 51054

City of Sergeant Bluff

Office Phone (712)271-2710

Local Phone _____

Section: 1/4 of 1/4 Sec

Type of Utility Installation Fiber Optic Communications

T N, R W

Plans Prepared By Oak Hill Consulting, Inc (952) 895-8851

Copy Enclosed X Yes No

Map Showing Location Enclosed X Yes No

Utility Location is cross right-of-way

 parallel to right-of-way

 overhead

X underground

Proposed Method of Installation

 tunnel

 suspend on poles

 cased

 jack & bore

 suspend on towers

 trench

 open cut

X plow

Estimated Starting Date April 1, 2024

Estimated Restoration Date November 27, 2024

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 [Signature]
(Signature of Authorized Utility Representative)

Title Oak Hill Consulting, Inc, Consultant

Date March 12, 2024

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By _____
(Signature of Woodbury County Board Chairman)

Title _____

Date _____

By _____
(Signature of Woodbury County Engineer)

Title _____

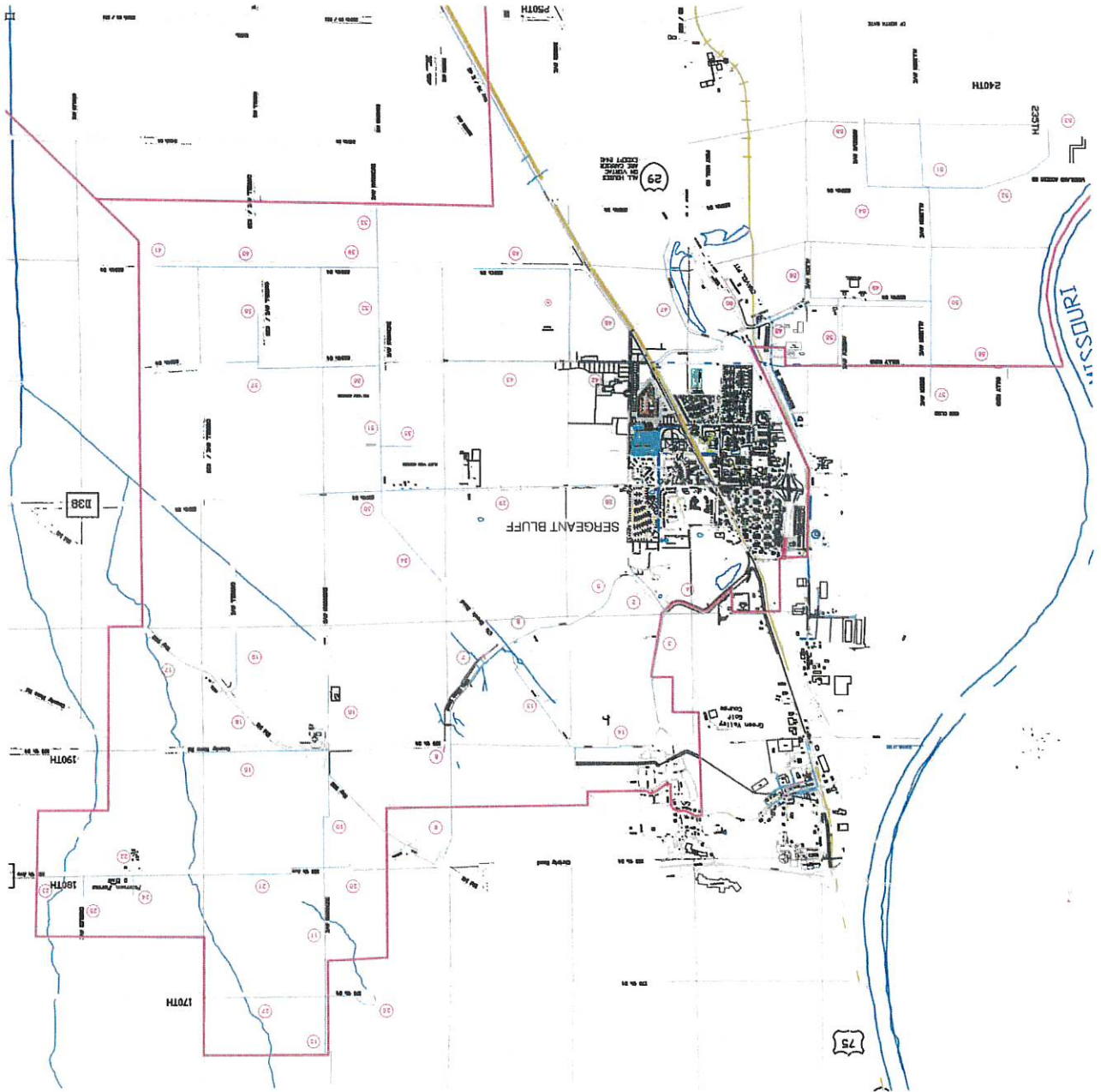
Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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.



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

Date: 03/14/2024 Weekly Agenda Date: 03/26/2024

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

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way for Tyler O'Connell

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Tyler O'Connell has requested a permit to work in the right of way on behalf of landowners to add a tile that leads to an existing culvert.

BACKGROUND:

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. My staff reviewed the site with the landowner and recommend the work be permitted.

FINANCIAL IMPACT:

No financial impact.

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

Yes No

RECOMMENDATION:

Approve the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way for Tyler O'Connell and to direct the chair to sign the permit.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Tyler O'Connell Phone No.: (712) 253-7283

Mailing Address: 3607 235th St., Anthon IA, 51004

Township: 87-43 Section: 7

Woodbury County, State of Iowa, and Tyler O'Connell (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Connect a tile to an existing drop culvert on Lenox Ave. in the SE 1/4 of the NW 1/4 sec. 7 Miller Township.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

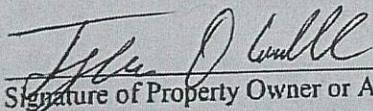
N.A.

L. Woodbury County agrees to provide the following contribution toward completion of this project:

None

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 30th day of November, 2024.

Entered into this _____ day of _____, 2024.



Signature of Property Owner or Authorized Representative

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

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

Date: 3/21/2024 Weekly Agenda Date: 3/26/2024

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

WORDING FOR AGENDA ITEM:

Receive and consider bids for annual corrugated metal pipe purchase for 2024, project CP-2024

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The county road department annually takes bids for corrugated metal pipe culverts for use in road projects and driveways. Bids have been requested from pipe vendors for board consideration.

BACKGROUND:

The county road department stocks pipe for driveway construction and repairs as well as for use as cross road culverts. Several county project culverts are included in the annual bid as well to get better pricing as part of a large order.

FINANCIAL IMPACT:

The culverts are paid for with local 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:

- 1) I recommend that the Board receive bids for project number CP-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 project number CP-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

PROJECT NO. **CP-2024**

LETTING DATE March 26, 2024

MAINTENANCE CULVERT PIPE LETTING

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

		**	**	*	*	*	*	*	*	*	*	*	*	*	*	
		**	**	*	*	*	*	*	*	*	*	*	*	*	*	
		**	**	*	Northern Iowa Construction Pro	*	Metal Culverts Inc.	*	TrueNorth Steel	*	Illowa Culvert	*	Iowa Plains Signing			
		**	**	*	920 Columbine Dr.	*	P. O. Box 9, 504 Wilson Ind. Rc	*	1522 40th St. N.	*	P. O. Box 43	*	1110 W. 6th St.			
		**	**	*	Cedar Falls, IA 50613	*	Maryville, MO 64468	*	Fargo, ND 58102	*	Low Moor, IA 52757	*	Slater, IA 50244			
		**	**	*		*		*		*		*				
		**	QUANTITIES	**	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT
1	18" CMP	**	410	I.f.	*			*			*			*		
2	24" CMP	**	1722.00	I.f.	*			*			*			*		
3	30" CMP	**	118.00	I.f.	*			*			*			*		
4	36" CMP	**	320.00	I.f.	*			*			*			*		
5	18" Bands	**	12.00	each	*			*			*			*		
6	24" Bands	**	46.00	each	*			*			*			*		
7	30" Bands	**	4.00	each	*			*			*			*		
8	36" Bands	**	11.00	each	*			*			*			*		
9	Special Pipe CP-2024-1	**	1.00	L. S.	*			*			*			*		
10	Special Pipe CP-2024-2	**	1.00	L. S.	*			*			*			*		
		**		*	*			*			*			*		
		**		*	*		\$ -	*		\$ -	*		\$ -	*		\$ -

LETTING DATE March 26, 2024

MAINTENANCE CULVERT PIPE LETTING

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

	**	**	*		*		*		*		*		*		*
	**	**	*	Contech	*	All Steel Products Inc.	*	Husker Steel	*	Dakota Supply Group	*	Contractor Solutions			
	**	**	*	1114 SE Lorenz Drive	*	P. O Box 270	*	1864 29th Avenue East	*	2727 Cornhusker Dr.	*	5325 NW 2nd Ave.			
	**	**	*	Ankeny, IA 50021	*	Staunton, IL 62088	*	Columbus, NE 68602	*	So. Sioux City, NE 68776	*	Des Moines, IA 50313			
	**	**	*		*		*		*		*				
	**	**	*		*		*		*		*				
	**	QUANTITIES	**	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT	*	UNIT PRICE	AMOUNT
1	18" CMP	**	410	l.f.	*		*		*		*		*		*
2	24" CMP	**	1722.00	l.f.	*		*		*		*		*		*
3	30" CMP	**	118.00	l.f.	*		*		*		*		*		*
4	36" CMP	**	320.00	l.f.	*		*		*		*		*		*
5	18" Bands	**	12.00	each	*		*		*		*		*		*
6	24" Bands	**	46.00	each	*		*		*		*		*		*
7	30" Bands	**	4.00	each	*		*		*		*		*		*
8	36" Bands	**	11.00	each	*		*		*		*		*		*
9	Special Pipe CP-2024-1	**	1.00	L. S.											
10	Special Pipe CP-2024-2	**	1.00	L. S.											
	**			*	*		*		*		*		*		*
	**			*		\$ -	*		\$ -	*		\$ -	*		\$ -

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

Date: 03/21/2024 Weekly Agenda Date: 03/26/2024

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Daniel Bittinger

WORDING FOR AGENDA ITEM:

Postponement of Salix Drainage Ditch Review Meeting to June 18, 2024.

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 type="checkbox"/> |

EXECUTIVE SUMMARY:

Postpone Salix Drainage District meeting to June 18, 2024.

BACKGROUND:

After a meeting of the Farmers Drainage District & the City of Salix City Council on Thursday, March 14, 2024; Mayor Kevin Nelson is advising pushing the Salix Drainage District meeting back 3 months to June 18, 2024. This would allow for further discussion, material review and informational gathering by V & K Engineering.

FINANCIAL IMPACT:

None

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:

Postpone review meeting of the Salix Drainage District to June 18, 2024.

ACTION REQUIRED / PROPOSED MOTION:

Motion to postpone the Salix Drainage District review meeting to June 18, 2024.