



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (FEBRUARY 7, 2017) (WEEK 6 OF 2017)

NOW LIVE STREAMING!



https://www.youtube.com/watch?v=7QQ0sePQEtI

Agenda and Minutes also available at www.woodburycountyiowa.gov

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov
Marty J. Pottebaum 251-1799 mpottebaum@woodburycountyiowa.gov
Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov
Jeremy J. 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 February 7, 2017 at 2:00 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

- 1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to three minutes on any one item.
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

- 2:00 p.m. 1. Board Administration - Dennis Butler Update on Tax Rate Report
2. Budget Review Discussion for FY 2018 Page
a. Economic Development/Planning & Zoning General Basic/Rural Basic - Tax Supported 2 - 5/2 - 4
b. Juvenile Detention
1. Juvenile Detention - General Supplemental - Tax Supported 3 - 5
2. Youth Guidance Services - General Supplemental - Tax Supported 6
3. Mental Health Court - General Supplemental - Tax Supported 7
c. County Services (Sioux Rivers Region) - County Services (Mental Health) - Tax Supported
4:30 p.m. 3. Call Meeting to Order - Pledge of Allegiance to the Flag - Moment of Silence
4. Citizen Concerns Information
5. Approval of the agenda February 7, 2017 Action

Consent Agenda

Items 6 through 10 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate roll call vote is requested by a Board Member.

6. Approval of the minutes of the January 31, 2017 meeting
7. Approval of claims
8. Board Administration/Public Bidder – Heather Satterwhite
Approval of Notice of Property Sale Resolution for Parcel #842296
9. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorize Chairman to sign Authorization to Initiate Hiring Process
10. County Auditor – Patrick Gill
Receive a Trustee Appointment made by Sloan Township

End of Consent Agenda

- | | | |
|---------------------------------|--|----------------------------|
| 4:35 p.m. (Set Time) | 11. Board Administration/Public Bidder – Heather Satterwhite Public Hearing and Sale of Property Parcel #004830 (aka 129 Sioux Street) | Action |
| | 12. Board Administration – Dennis Butler Update on Tax Rate Report | |
| | 13. Secondary Roads – Mark Nahra <ol style="list-style-type: none"> a. Consider a resolution authorizing the County Engineer to execute certification of completion of work on Federal Aid, State Aid and Farm to Market Construction during 2017 b. Consider resolution to revise the Woodbury County FY 2017 Five Year Road Construction Program c. Consider approval of farm to market voucher for Iowa DOT project material inspection expenses | Action Action Action |
| | 14. Board of Supervisors – Matthew Ung Approval of FY18 Budget Savings of \$515,653 | Action |
| | 15. Chairman’s Report ISAC 2017 Statewide Supervisors Meeting | Information |
| | 16. Reports on Committee Meetings | Information |
| | 17. Citizen Concerns | Information |
| | 18. Board Concerns and Comments | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

| | | |
|-------------------------------|-------------------|---|
| MONDAY, FEBRUARY 6 | 5:00 p.m. | Woodbury County Compensation Commission Meeting, Board of Supervisors Chambers |
| | 6:00 p.m. | Board of Adjustment meeting, Board of Supervisors' Chambers |
| TUESDAY, FEBRUARY 7 | 4:45 p.m. | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave. |
| WEDNESDAY, FEBRUARY 8 | 8:05 a.m. | Woodbury County Information Communication Commission, Board of Supervisors' Chambers |
| | 6:30 p.m. | Woodbury County Solid Waste Agency (Sanitary Landfill) Executive Committee Meeting, Public Safety Center, Climbing Hill |
| THURSDAY, FEBRUARY 9 | 3:30 p.m. | Woodbury County Law Enforcement Expansion/Prairie Hills Committee, Board of Supervisors' Chamber |
| WEDNESDAY, FEBRUARY 15 | 10:00 a.m. | Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook Street |
| | 12:00 noon | Siouxland Economic Development Corporation Meeting, 617 Pierce St., |
| | 12:00 noon | SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa |
| | 6:00 p.m. | County Conference Board Budget Hearing, 8 th Floor Courthouse |
| THURSDAY, FEBRUARY 16 | 11:00 a.m. | Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa |
| | 4:30 p.m. | Community Action Agency of Siouxland Board Meeting, 2700 Leech |
| MONDAY, FEBRUARY 20 | 8:00 a.m. | Department Head Meeting |
| THURSDAY, FEBRUARY 23 | 2:00 p.m. | Sioux City Conference Board Meeting, City Council Chambers |
| MONDAY, FEBRUARY 27 | 6:00 p.m. | Zoning Commission Meeting, Board of Supervisors' Chambers |
| | 7:30 p.m. | Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville |
| TUESDAY, FEBRUARY 28 | 12:30 p.m. | Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4 th Ave. S.E., Le Mars, Iowa |

The following Boards/Commission have vacancies: Commission To Assess Damages - Category A, Category B, Category C and Category D

Community Action Agency of Siouxland Board of Directors has one vacancy

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.

**Tax Rates
FY 2018 Proposed**

| <u>Fund</u> | <u>FY 2017 Current Tax Rates</u> | <u>Proposed Budget Tax Rates for FY 2018</u> | <u>After 1-3-17 Adjustments</u> | <u>After 1-10-17 Adjustments</u> | <u>After 1-17-17 Adjustments</u> | <u>After 1-24-17 Adjustments</u> | <u>After 1-31-17 Adjustments</u> | <u>After 2-7-17 Adjustments</u> | <u>Pre- Final Review After 2-14-17 Adjustments</u> | <u>Final Review After 2-21-17 Adjustments</u> |
|-------------------------------------|--------------------------------------|--|-------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|-------------------------------------|--|---|
| General Basic | 3.65035 | 3.79973 | 3.75144 | 3.66009 | 3.65030 | 3.63817 | 3.61836 | | | |
| General Supplemental | 2.81028 | 2.98892 | 2.98892 | 2.94664 | 2.94664 | 2.94664 | 2.87219 | | | |
| County Services | 0.72650 | 0.57031 | 0.57031 | 0.57031 | 0.57031 | 0.57031 | 0.57031 | | | |
| Debt Service | 0.26710 | 0.48154 | 0.48154 | 0.48154 | 0.48154 | 0.45836 | 0.45836 | | | |
| Total County - Wide Tax Rate | 7.45423 | 7.84050 | 7.79221 | 7.65858 | 7.64879 | 7.61348 | 7.51922 | 0.00000 | 0.00000 | 0.00000 |
| Rural Basic | 3.04187 | 3.77437 | 3.77437 | 3.21846 | 3.21846 | 3.21846 | 3.18454 | | | |
| Total Township Tax Rate | 10.49610 | 11.61487 | 11.56658 | 10.87704 | 10.86725 | 10.83194 | 10.70376 | 0.00000 | 0.00000 | 0.00000 |

| <u>Taxable Valuations:</u> | |
|----------------------------|----------------------|
| Rural (Townships) | 1,061,320,121 |
| Urban (Cities) | 2,967,955,366 |
| Total for County | 4,029,275,487 |
| Debt Service | 4,321,196,548 |

Reductions from Proposed New Tax Rates

| | <u>Proposed New Tax Rate</u> | <u>Re-Adjusted Tax Rate After Changes</u> | <u>Increase or Decrease</u> |
|-------------------------------------|----------------------------------|---|---------------------------------|
| General Basic | 3.79973 | 3.61836 | (0.18137) |
| General Supplemental | 2.98892 | 2.87219 | (0.11673) |
| County Services | 0.57031 | 0.57031 | 0.00000 |
| Debt Service | 0.48154 | 0.45836 | (0.02318) |
| Total County - Wide Tax Rate | 7.84050 | 7.51922 | (0.32128) |
| Rural Basic | 3.77437 | 3.18454 | (0.58983) |
| Total Township Tax Rate | 11.61487 | 10.70376 | (0.91111) |

The Running Total: Current Tax Rates for FY 17

Certified budget March 15, 2016

Woodbury County: County-Wide
\$7.45 / \$1,000

-\$0.07

Woodbury County: Rural Unincorporated
\$10.50 / \$1,000

-\$0.14

The Running Total: Current Tax Rates for FY 18

After January 1, 2017 Adjustment*

Woodbury County: County-Wide
\$7.84 / \$1,000

+\$0.39

Woodbury County: Rural Unincorporated
\$11.61 / \$1,000

+\$1.11

**Total department budget requests including improvement items*

The Running Total: Current Tax Rates for FY 18

After January 3, 2017 Adjustment

Woodbury County: County-Wide
\$7.79 / \$1,000

+\$0.34

-\$0.05

Woodbury County: Rural Unincorporated
\$11.56 / \$1,000

+\$1.06

-\$0.05

Major actions: Increased revenue by \$10,000 and reduced expenditures in Treasurer's Office, removed Conservation's improvement request, reduced General Assistance expenditures.

The Running Total: Current Tax Rates for FY 18

After January 10, 2017 Adjustment

Woodbury County: County-Wide
\$7.66 / \$1,000

+\$0.21

-\$0.13

Woodbury County: Rural Unincorporated
\$10.87 / \$1,000

+\$0.37

-\$0.69

Major actions: Reduced Human Services budget, used L.O.S.T. funds to reduce tax askings and also reduced tax askings in Secondary Roads, reduced allocation to District Health and reduced Emergency Services budget and removed improvement request

The Running Total: Tax Rates for FY 18

After January 17, 2017 Adjustment

Woodbury County: County-Wide
\$7.65 / \$1,000

+\$0.20

-\$0.01

Woodbury County: Rural Unincorporated
\$10.76 / \$1,000

+\$0.36

-\$0.01

Major actions: Reduced budgets for Sheriff, Human Resources, and Building Services

The Running Total: Tax Rates for FY 18

After January 25, 2017 Adjustment

Woodbury County: County-Wide
\$7.61 / \$1,000

+\$0.16

-\$0.04

Woodbury County: Rural Unincorporated
\$10.83 / \$1,000

+\$0.33

-\$0.03

Major actions: Reduced budgets for Veteran Affairs, Medical Examiner, Board Expenses, Debt Service and increase in Public Bidder Revenue

The Running Total: Tax Rates for FY 18

After January 31, 2017 Adjustment

Woodbury County: County-Wide
\$7.52 / \$1,000

+\$0.07

-\$0.09

Woodbury County: Rural Unincorporated
\$10.70 / \$1,000

+\$0.20

-\$0.13

Major actions: Reduced budgets for Building Services, used L.O.S.T. revenue for tax reductions and increased revenues for Jail Facility prescription reimbursements. Adjustments to wage plan.

JANUARY 31, 2017, FIFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Wednesday, January 31, 2017 at 4:30 p.m. Board members present were Ung, De Witt, Pottebaum, Radig, and Taylor. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Coordinator, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Michelle Skaff, Deputy Auditor/Clerk to the Board.

1. The meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.
2. Citizen concerns.
3. Motion by Ung second by Radig to approve the Agenda for January 31, 2017. Carried 5-0. Copy filed.
4. Motion by Ung second by Radig to approve the minutes of the January 25, 2017 Board meeting. Carried 4-0; Taylor abstained. Copy filed.
5. Motion by Ung second by Radig to approve the claims totaling \$313,617.34. Carried 5-0. Copy filed.
6. Dennis Butler, Budget/Tax Analyst, updated the Board on the FY 2018 tax rate as a result of previous budget reviews. Copy filed.
7. Motion by Radig second by Ung to approve the appointment of Devan Amick, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; appointment of Christopher Avery, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Samantha Barnes, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Michael Byrne, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Fernando Claren, Jr., Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Steven Cunningham, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of John DenBeste, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Geoffrey Fay, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Quincy Kolker, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Rosa Meza, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Kyle Pendl, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Amanda Timmer, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11.; and appointment of Richard Vandentop, Sheriff Reserve Officer, County Sheriff Dept., effective 01-19-17, \$1.00/year. Per Iowa Code 80D.11. Carried 5-0. Copy filed.
- 8a. Motion by Radig second by Ung to approve and authorize the Chairperson to sign a Resolution authorizing tax abatement for City of Sioux City, erroneously assessed, taxed and are unpaid, parcel #894710380012, taxes for 2014-15 through 2016-17, total for \$2,931.00 plus interest. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,481
RESOLUTION APPROVING ABATEMENT OF TAXES**

WHEREAS, City of Sioux City was the titleholder of real estate Parcel #894710380012 located in Woodbury County, Iowa and legally described as follows:

Parcel #894710380012

LL-SC COMM 89-47 PT SE SW 1/4 & PT SW SE 1/4 COM SE COR SW

WHEREAS, the above-stated property has an unpaid balance of taxes for the years payable 2014/15, 2015/16 and 2016/17, and the parcel was owned by the City of Sioux

WHEREAS, these taxes were erroneously assessed, taxed and are unpaid.

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and;

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.63 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 31st day of January, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 8b. Motion by Radig second by Ung to approve and authorize the Chairperson to sign a Resolution authorizing tax abatement for Virasack Phonphiboun, building on leased land for mobile home that has been removed and junked, parcel #884730301923, taxes for 2015-16 and 2016-17, total for \$74.00 plus interest. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,482
RESOLUTION APPROVING ABATEMENT OF TAXES**

WHEREAS, Virasack Phonphiboun is the titleholder of a building on leased land Parcel #884730301923 located in Woodbury County, Iowa and legally described as follows:

Parcel #884730301923

SERGEANT BLUFF CITY B/LL LOT 246 LOC ON P 641374 RAIL ADDN

WHEREAS, the above-stated property has taxes payable including special assessments and the parcel is owned by Virasack Phonphiboun

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale.

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and;

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 31st day of January, 2017.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 9. Motion by Radig second by Ung to approve and authorize the Chairperson to sign a Resolution setting the public hearing date and sale date of parcel #652425, 117 E. State St., Smithland. Carried 5-0.

**RESOLUTION #12,483
NOTICE OF PROPERTY SALE**

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

**The West 75 feet of Lot numbered 5 in the Auditor's Subdivision of the Northwest Quarter of the Southeast Quarter of Section 26, Township 86 North, Range 44, west of the 5th P.M. in the City of Smithland, Woodbury County, Iowa
(117 E. State 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 **14th Day of February, 2017 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 on the **14th
Day of February, 2017**, immediately following the closing of the public
hearing to the **City of Smithland only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to the **City of Smithland only
for consideration of \$191.00 plus recording fees.**

Dated this 31st Day of January, 2017
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

10. Motion by Radig second by Ung to receive the County Recorders report on fees collected for the period of 10/01/2016 through 12/31/2016. Carried 5-0. Copy filed.
11. Motion by Radig second by Ung to approve the ESO Solutions agreement. Carried 5-0. Copy filed.
12. Motion by Radig second by Ung to award the bid for project #L-(M208)—73-97 to Midwest Contracting, Marshall, MN, for \$127,336.00. Carried 5-0. Copy filed.
13. Information on Sioux Rivers Reserve Level over 25%. Copy filed.
- 14a. Information on Region reduction of mental health levy and consequences for budgeting purposes. Copy filed.
- 14b. Motion by Taylor second by Ung to approve energy reduction items using CAP data. Carried 5-0. Copy filed.
- 14c. Motion by Taylor second by Ung to obligate \$300,000 of Gaming Revenue to reduce the tax burden equally between incorporated and unincorporated levies (through the General Supplemental levy) and to approve a moratorium on equipment replacement items (line 6000 and above) pending department head input at the 2-14-2017 Board Meeting. Carried 5-0. Copy filed.
15. The Chairperson reported on the day to day activities.
16. The Board members reported on their committee meetings.
17. Citizen concerns.
18. Board members presented their concerns and comments.
- 19a. Motion by Taylor second by Ung to receive the County Attorney Administration budget as submitted. Carried 5-0.
Motion by Pottebaum second by Ung to receive the County Attorney HIDTA Grant budget as submitted. Carried 5-0.
Motion by Ung second by Taylor to receive the County Attorney Edward Bryne Grant budget as submitted. Carried 5-0.
Motion by Pottebaum second by Ung to receive the County Attorney Juvenile Division budget as submitted. Carried 5-0.
Motion by Taylor second by Ung to receive the County Attorney Collections budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the County Attorney HIDTA Grant budget as submitted. Carried 5-0.

Motion by Pottebaum second by Ung to receive the County Attorney Jury & Witness Fees budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the County Attorney Forfeiture budget as submitted. Carried 5-0.

19b. Motion by Taylor second by De Witt to receive the wage plan salaries to include a 2.75% increase in wages. Carried 4-1; Radig opposed.

19c. Motion by Radig second by Taylor to receive the Infrastructure/Economic Development Woodbury County Fair budget set at \$25,000.00. Carried 5-0.

Motion by Taylor second by Ung to receive the Soil Conservation budget as submitted to be funded from local option sales tax. Carried 5-0.

19d. Motion by Taylor second by Ung to amend the Jail revenue with an increase of \$45,000.00 from reimbursements of medical prescriptions. Carried 5-0.

The Board adjourned the regular meeting until February 7, 2017.

Meeting sign in sheet. Copy filed.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcels #842296

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

A parcel of land being part of abandoned railroad right of way in the NW NE of 34-89-42 lying north of the northerly line of the Little Sioux River with said parcel being 100 foot wide and containing 1.89 acres more or less

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 **21st Day of February, 2017 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 **21st Day of February, 2017**, 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 \$300.00** 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 7th Day of February, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Grant & Susan Fitch Date: 12/3/15

Address: 1488 Lenox Ave, Correctionville Phone: 712372-4791

Address or approximate address/location of property interested in:
See legal description (no actual address)

GIS PIN # 894 234 201 002

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

Legal Description:

A parcel of land being part of abandoned railroad right of way in the NW NE of 34-89-42 lying north of the northerly line of the Little Sioux River with said parcel being 100 foot wide and containing 1.89 acres more or less.

Tax Sale #/Date: _____ Parcel # 842296

Tax Deeded to Woodbury County on: 10/4/1978

Current Assessed Value: Land \$21,800 Building 0 Total \$21,800

Approximate Delinquent Real Estate Taxes: 0

Approximate Delinquent Special Assessment Taxes: 0

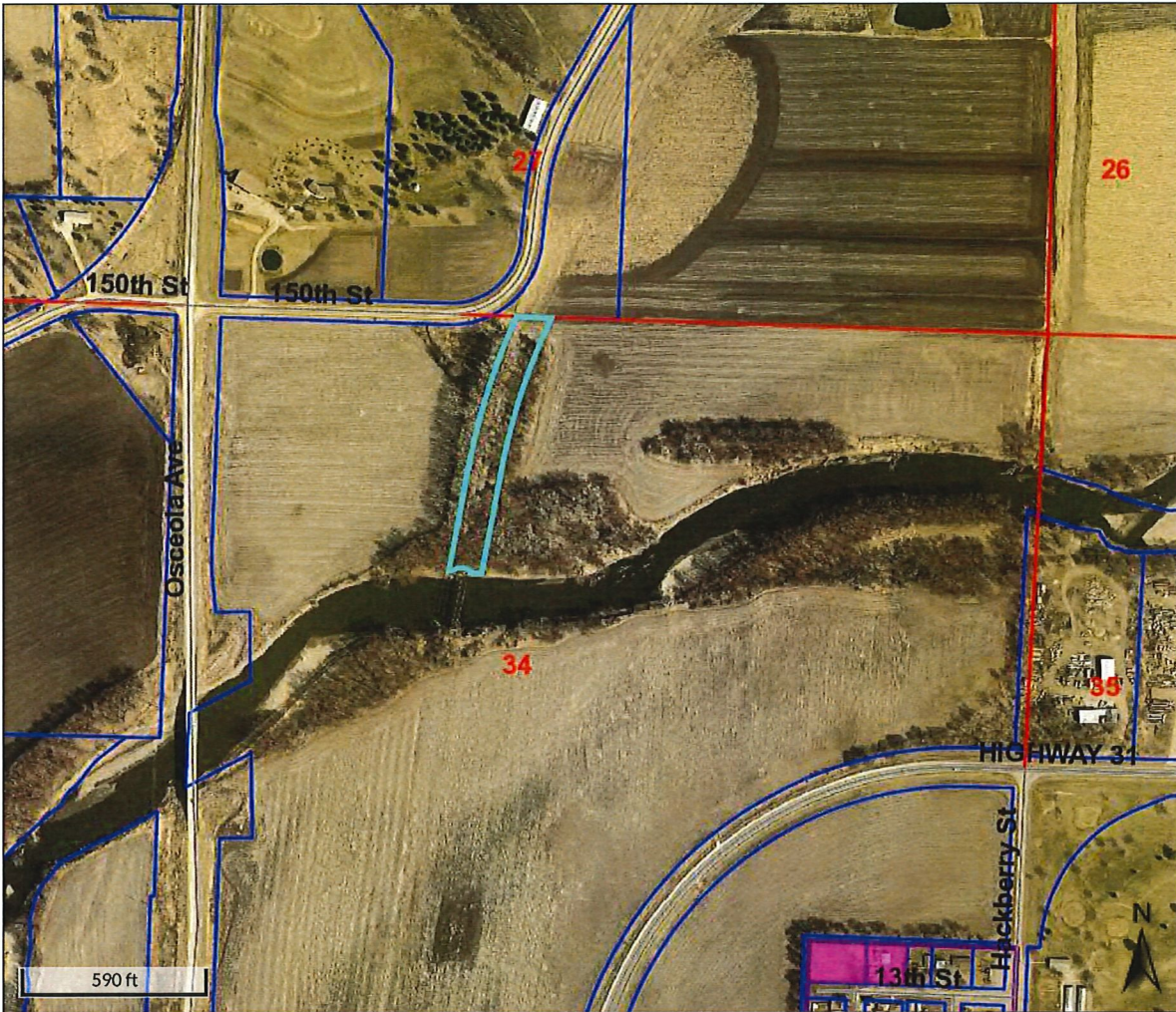
*Cost of Services: 0

Inspection to: Jeremy Taylor Date: 8/25/16

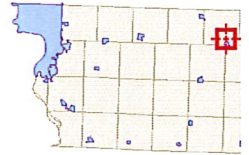
Minimum Bid Set by Supervisor: \$300

Date and Time Set for Auction: Tuesday, February 21st @ 4:35









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



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
- County Residential Sales
 -  2014
 -  2015
 -  2016
-  Sioux City Residential Sales
-  Parcels

| | | | | | |
|------------------|--------------|--------------|----------------|---------------|---------------------|
| Parcel ID | 894234201002 | Alternate ID | 00000000842296 | Owner Address | WOODBURY COUNTY |
| Sec/Twp/Rng | 34-89-42 | Class | C | | 620 DOUGLAS ST |
| Property Address | | Acreage | n/a | | SIOUX CITY IA 51101 |

District 019 UNION RIVER VALLEY CO MM

Brief Tax Description
 UNION TOWNSHIP
 APCL OF LAND BEING
 PT OF ABDN RR ROW IN
 NW NE 34-89-42 LYING
 N OF NLY LINE OF
 LITTLE SIOUX RIVER
 WITH SAID PCL BEING
 100 FT WIDE

(Note: Not to be used on legal documents)

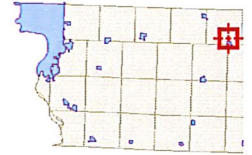
Date created: 1/30/2017
 Last Data Uploaded: 1/27/2017 10:44:29 PM



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- County Residential Sales
- 2014
- 2015
- 2016
- Sioux City Residential Sales
- ▭ Parcels

| | | | | | |
|-----------------------|------------------------------|--------------|-----------------|---------------|---------------------|
| Parcel ID | 894234201002 | Alternate ID | 000000000842296 | Owner Address | WOODBURY COUNTY |
| Sec/Twp/Rng | 34-89-42 | Class | C | | 620 DOUGLAS ST |
| Property Address | | Acreage | n/a | | SIOUX CITY IA 51101 |
| District | 019 UNION RIVER VALLEY CO MM | | | | |
| Brief Tax Description | UNION TOWNSHIP | | | | |

A PCL OF LAND BEING
PT OF ABDN RR ROW IN
NW NE 34-89-42 LYING
N OF NLY LINE OF
LITTLE SIOUX RIVER
WITH SAID PCL BEING
100 FT WIDE

(Note: Not to be used on legal documents)

Date created: 1/30/2017
Last Data Uploaded: 1/27/2017 10:44:29 PM



Developed by
The Schneider Corporation

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: February 7, 2017

* PERSONNEL ACTION CODE:

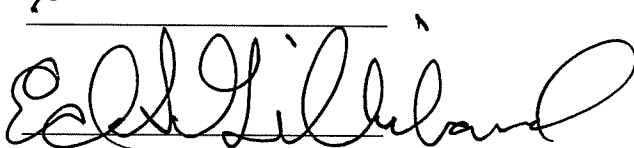
- A- Appointment
- T - Transfer
- P - Promotion
- D - Demotion
- R-Reclassification
- E- End of Probation
- S - Separation
- O - Other

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

| NAME | DEPARTMENT | EFFECTIVE DATE | JOB TITLE | SALARY REQUESTED | % INCREASE | * | REMARKS |
|--------------------|------------------|----------------|-----------------------|------------------|---------------|---|---|
| Jensen, Pamela | Auditor/Recorder | 02-08-17 | Clerk II | \$20.06/hour | 0% | T | Transfer from Motor Vehicle Clerk II to Recorder Clerk II. |
| Steenholdt, Mikala | County Attorney | 02-13-17 | Attorney-HIDTA Grant | \$63,333/year | | A | Job Vacancy Posted 10-14-16. |
| Uhl, Adam | Secondary Roads | 02-24-17 | Motor Grader Operator | \$22.68/hour | 3%=\$.68/hour | E | Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase. |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR:



WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

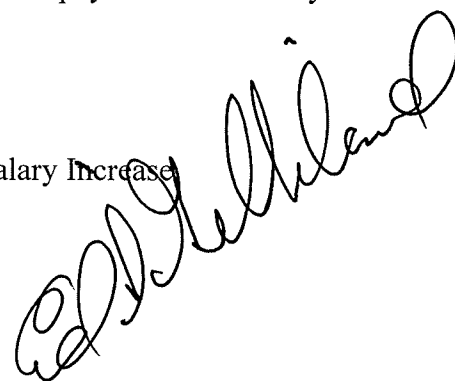
FROM: Ed Gilliland, Human Resources Director

SUBJECT: Memorandum of Personnel Transactions

DATE: February 7, 2017

For the February 7, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Auditor/Recorder Clerk II, Transfer from Motor Vehicle.
- 2) County Attorney HIDTA Grant, Appointment.
- 3) Secondary Roads Motor Grader Operator, End of Probation Salary Increase

A handwritten signature in black ink, appearing to read "Ed Gilliland", is written diagonally across the right side of the page. The signature is fluid and cursive.

Thank you

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: February 7, 2017

AUTHORIZATION TO INITIATE HIRING PROCESS

| DEPARTMENT | POSITION | ENTRY LEVEL | APPROVED | DISAPPROVED |
|---------------------|---|---------------------------------------|----------|-------------|
| County Treasurer | Motor Vehicle Clerk II | AFSCME Courthouse: \$15.64/hour | | |
| | *Please see attached memo. | | | |
| Sioux Rivers Region | Jail Alternative Coordinator | \$53,500/year | | |
| | *Please see attached memo and position description. | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Chairman, Board of Supervisors

To: Woodbury County Board of Supervisors
From: Michael Clayton
Date: January 30, 2017
Subject: Filling vacancy in the Motor Vehicle Department

I am requesting permission to fill the vacancy created in the Motor Vehicle Department by the resignation of Pam Jensen.

Thank you for your time and consideration.

A handwritten signature in cursive script that reads "Michael R. Clayton". The signature is written in black ink and has a long, sweeping horizontal line extending to the right from the end of the name.

Michael R. Clayton
Woodbury County Treasurer

cc Human Resources

From: Shane Walter <shanew@siouxcounty.org>
To: "Ed Gilliland (egilliland@woodburycountyiowa.gov)" <egilliland@woodburyc...>
Date: 2/2/2017 10:49 AM
Subject: Jail Alternative Coordinator position

Mr. Ed Gilliland,

Sioux Rivers Regional MHDS is requesting authorization to initiate the hiring process for the Jail Alternative Coordinator.

The position would have a salary of \$53,500. The position could filled on or after March 1, 2017. Thank you for your consideration.

Shane Walter, CEO
Sioux Rivers Regional MHDS

**WOODBURY COUNTY
POSITION DESCRIPTION**

Name: _____
Title: Jail Alternative Coordinator
Effective Date: January 2017

Department: Sioux Rivers
FLSA Designation: Exempt
Reports to: Designated Law Enforcement
Personnel and Sioux Rivers CEO

Purpose:

Coordinates all aspects of the Jail Alternatives Program including crisis intervention and jail diversion for individuals with mental illness and co-occurring disorders, within the Sioux Rivers Regional Service areas of Plymouth, Sioux and Woodbury counties. Develop program procedures and protocol. Serves as a member of the Jail Alternative Program providing assessment, diagnosis, and treatment plan development. Refers individual to identified treatment providers and monitors individual participation/performance and evaluation of services. Maintain individual case files and program records. This position is under the direct authority of the Designated Law Enforcement Personnel for daily operations; Sioux Rivers CEO for programmatic and budgetary operations.

Essential Functions and Responsibilities:

The following duties are typical for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned. to be performed satisfactorily with or without reasonable accommodation

- Assess and diagnose mental health and co-occurring disorders
- Evaluate a person's eligibility for Jail Alternatives and present options to the judge, court, prosecutors, defense attorneys, and probation/parole officers.
- Document clinical services in a timely manner. Maintain case files and resource files according to established procedure.
- Initiate process to plan for pre-trial or early release.
- Refer for mental health and/or substance abuse treatment as indicated by professional assessment and diagnosis.
- Work with community-based mental health and substance abuse providers to implement community treatment and individual service plan.
- Follow up on the individual's progress by maintaining open communication with the case manager and service providers. Report to the court as required.
- Provide on-going individual case management and monitoring.
- Recruit, hire, train, supervise, evaluate, discipline, assign duties, and motivate staff in accordance with county employment policies
- Act as liaison and consultant with a variety of community agencies to maintain coordination of the intervention process for the individual involved in Jail Alternatives, including but not limited to corrections, the courts law enforcement, and treatment providers.
- Lead efforts to promote coordination and collaboration among criminal justice system and community-based providers to promote crisis stabilization and jail diversion efforts at the programmatic level.
- Advocate for systemic needs required to implement and sustain effective jail diversion. Efforts, may include collaboration among local and state officials, funding entities, legislators, agency directors, experts in the field, and/or jail diversion programs across the state and country.
- Record and track program data. Define how outcome data is collected, measured, and quantified.
- Report data to Sioux Rivers Regional Mental Health and Disabilities Services.
- Develop and implement protocols and procedures for the delivery of crisis response in The Sioux Rivers Region
- Assist individuals in completing a Regional application, gathering necessary documentation, and coordinate with MH/DS intake staff for eligibility determinations and appropriate community-based services. Entry of necessary data into the Community Services Network (CSN)
- Provide initial assistance linking consumers to appropriate resources for assistance with housing and basic needs, as appropriate.
- Identify funding and assist the individual in accessing financial supports.
- Provide information regarding community resources and natural supports to individuals, providers, and the criminal justice system.
- Provide training and education on but not limited to mental health disorders, co-occurring disorders, jail diversion, and crisis intervention to staff, law enforcement, community members, community agencies, and others.
- Assist jail staff in identifying individuals with symptoms of mental illness to facilitate timely implementation of mental health interventions, through use of effective screening processes and tools.
- Triage cases for consulting psychiatrist and assess physical and psychiatric functioning.

- Assist law enforcement with behavioral health crises by providing crisis de-escalation and intervention as well as referrals to appropriate community resources.
- Participate in agency, provider and statewide committee meetings. Attend work-related meetings, conferences and seminars
- Perform all work duties and activities in accordance with County policies, procedures, and safety practices
- Attendance is required

Non-Essential Functions and Responsibilities

- Performs various other duties relating to scope of responsibility as assigned by Sioux Rivers Regional Chief Executive Officer and/or Governance Board.

Minimum Education and Experience Required to Perform Essential Functions:

- Master's degree in clinical social work, clinical psychology, or mental health counseling and a minimum of 2 years of post-degree experience in mental health, preferably in coordinating jail diversion and/or crisis intervention services. Substance abuse background training and supervisory experience is preferred.
- Special requirements: Licensed independent social worker (LISW), licensed master social worker (LMSW), or mental health counselor (LMHC). Valid driver's license and insurable under county liability coverage. May require use of personal vehicle for county business..

Knowledge of:

- Diagnostic and statistical manual of mental disorders (DSM-V)
- Clinical diagnosis and treatments
- Criminal justice system and law enforcement
- Networks providing services for mental health, substance abuse, co-occurring disorders, housing, and employment services
- Principles of community integration
 - Jail Diversion concepts and models
 - Case Management processes
- Disability related income sources
- English language to include grammar, spelling, sentence structure, and vocabulary; and Proof reading skills

Ability to:

- Evaluate and conduct mental health assessment to provide a clinical diagnosis based on DS M-V criteria
- Follow an agreed-upon professional code of ethics including confidentiality, individual rights, professional and legal issues, and adherence to HIPAA standards
- Represent the Sioux Rivers Region in a professional, responsible and trustworthy manner
- Interact effectively with persons representing widely divergent backgrounds, interests, and points of view
- Exercise autonomous and creative problem solving to respond effectively and appropriately to a wide variety of situations and crises
- Collaborate and function as a team member with multi-disciplinary colleagues (jail, law enforcement, prosecutors, defense attorneys, judges, courts, corrections, hospitals, psychiatrists, treatment providers and others)
- Network with stakeholders and decision-makers from a variety of backgrounds and disciplines in order to promote program efficacy and sustainability
- Establish and maintain effective working relationships with law enforcement, jail staff, judges, courts, defense attorneys, prosecutors, probation/parole officers, treatment providers, clients, co-workers, elected officials, public officials and members of the public
- Develop, recommend, and administer program policies, rules and regulations with little external input or guidance
- Work independently on projects and routine tasks
- Exercise good judgment in analyzing situations, answering questions, and interpreting policies
- Collect data, keep accurate and organized records, and ensure timely preparation of reports
- Organize and prioritize multiple tasks
- Follow oral and written instructions
- Organize and present factual information and ideas or opinions clearly and concisely, orally and in writing, to groups and individuals in formal and informal situations

- Handle moderate to high levels of stress, meet established deadlines and solve problems appropriate to the position
- Type accurately and use a computer for the purposes of data entry, spreadsheets, word processing, presentations, email and the Internet
- Operate common office equipment such as computer, calculators, fax and postage machines, photocopiers, scanners and multi-line telephones
- Have clarity of speech and hearing which permits effective communication
- Have sufficient manual dexterity to make handwritten notations and which permits moderate use of a keyboard and mouse
- Have sufficient vision which permits moderate production and review of a wide variety of materials both in electronic and hardcopy forms
- Lift, move, push and pull up to 10 pounds
- Sit for extended time periods, stand, bend, squat, stoop, kneel, twist and reach
- Have sufficient personal mobility to complete field work at various facilities, including correctional facilities
- Work flexible schedule and additional time as needed

Mental and Physical Competencies Required to Perform Essential Functions:

Language Ability

Ability to read and interpret documents such as safety rules, operating, and maintenance instructions, and procedure manuals and/or Iowa or County systems. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the County in clearly spoken English. Ability to communicate Woodbury County policies to managerial and non-managerial groups in person and in writing. Ability to read and understand legal descriptions, policies, and procedures. Able by voice communications to express or exchange ideas by means of the spoken word in clearly spoken English

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw or interpret graphs. Knowledge of basic bookkeeping principles. Knowledge of legislative requirements related to County systems. Knowledge of County principles and procedures.

Behavior Skills

Ability to begin work at the starting time without tardiness, absenteeism, or leaving work early without authorization or for good reason. Conduct or appearance in good keeping with a professional image and/or position of the County. Ability to read and understand the Work Rules of the County such as Bullying will not be tolerated, theft and dishonesty will not be tolerated, and disobedience, insubordination, or refusal to comply with reasonable instructions of authorized supervision will not be tolerated. Ability to cope with numerous time sensitive requests from County offices. Attendance is required.

Reasoning Ability

Ability to apply common sense understanding to carry out simple one or two stage instructions. Ability to deal with standardized situations with only occasional or no variables. Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardizes situations. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

Cognitive Demands

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Ability to set priorities regarding assignments and follow through to completion; ability to establish and maintain effective working relationships with associates and the general public by means of clearly spoken English.

Equipment Used

Computer, typewriter, printers, calculator (10 key), copier, mail process machine, possess knowledge of general office equipment and procedures, including ability to type rapidly and accurately with and accurate proofreading.

Physical Demands

Typical office environment involving sitting, walking, occasional bending, lifting, and carrying paper and related light objects generally weighing 25-40 pounds or less and negligible amount of force frequently or constantly to move objects. Horizontal and vertical reaching motion is required. Aptitudes required are those typically associated with clerical operations including clerical, numerical, and forms perceptions, clarity of vision 20" or less to view computer screens and for preparing and analyzing written data and to determining the accuracy and thoroughness of work and observing general surrounds and activities, legal documents, and property descriptions cards; eye/hand/foot coordination, hand and finger dexterity, motor coordination, grasping and repetitive motions, hearing to perceive information at normal spoken word levels and conversation skills for expressing or exchanging ideas by means of the spoken word in clearly spoken English. Attendance required

Environmental Adaptability

Work is performed in a typical office environment and has no unusual exposure to environmental issues. The employee is not subject to adverse environmental conditions.

Special Requirements

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. Possession of an appropriate valid driver's license and insurance. Candidate for hire must successfully pass a background check , a physical examination, vision, back screen and drug screen prior to employment. The use of clearly spoken English for the skills and purposes of this job. Attendance is required.

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements, and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the performed as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I understand that my attendance is required. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

Employee's Signature Date

Department Head Date

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.

WOODBURY COUNTY
SIOUX CITY, IOWA 51101


Office of Commissioner of Elections

620 DOUGLAS ST., ROOM 103



Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
pgill@woodburycountyiowa.gov

Steve Hofmeyer
Deputy Commissioner
Phone 712-279-6485
Fax 712-279-6629
shofmeyer@woodburycountyiowa.gov

To: Board of Supervisors 

From: Patrick F. Gill, Auditor/Recorder & Commissioner of Elections

Date: January 27, 2017

Re: Sloan Township Trustee Appointment

Please receive the appointment of Don Lord, 1961 320th Street, Sloan, Iowa, as Sloan Township Trustee, to fill a vacancy until the next regular election. The appointment was made on January 25, 2017, to fill a vacancy left by the passing of Fred Johnson.

NOTICE OF APPOINTMENT TO FILL A VACANCY

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

From: Sloan Township School/City/Township/
Kay Ping Extension/Soil & Water
January 25, 2017 Secretary/Clerk
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 Sloan Township Trustee
Name Don Lord
Address 1961 320th St.
City/Zip Sloan, Ia 51055

This appointment is to fill the office previously held by:

Fred Johnson
(Name of previous official)

PATRICK F. GILL
WOODSBURY COUNTY
JAN 27 AM 10 20
AUDITOR RECORDER
COMMISSIONER OF ELECTIONS

RESOLUTION #**NOTICE OF PROPERTY SALE****Parcels #004830**

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

**Lot 19 Block 18, Sioux City Addition, City of Sioux City, Woodbury County, Iowa
(129 Sioux 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 **7th Day of February, 2017 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 **7th Day of February, 2017**, 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 \$156.00** 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 24th Day of January, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Georgia Leonard Date: 6/30/16

Address: 30071 K18 S Phone: 712-490-1524

Address or approximate address/location of property interested in:
129 Sioux St.

GIS PIN # 894729405016

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

Legal Description:
Lot 19, Block 18, Sioux City Addition,
City of Sioux, Woodbury County, Iowa

Tax Sale #/Date: #1062 · 6/20/11 Parcel # 004830

Tax Deeded to Woodbury County on: 11/2/2017

Current Assessed Value: Land \$5,100 Building Ø Total \$5,100

Approximate Delinquent Real Estate Taxes: \$1,159

Approximate Delinquent Special Assessment Taxes: \$3,916

*Cost of Services: \$106

Inspection to: Jeremy Taylor Date: 6/30/16

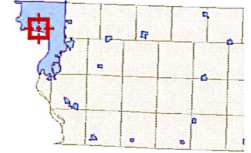
Minimum Bid Set by Supervisor: \$50 plus cost of services of \$106 for a total

Date and Time Set for Auction: Tuesday, February 7th @ 4:35 p.m. of \$156








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



Overview



Legend

- Roads
-  Corp Boundaries
-  Townships
- County Residential Sales
-  2014
-  2015
-  2016
-  Sioux City Residential Sales
-  Parcels

| | | | | | |
|-----------------------|--|--------------|--------|---------------|-------------------------|
| Parcel ID | 894729405016 | Alternate ID | 004830 | Owner Address | ARTHA 3 LLC |
| Sec/Twp/Rng | 0-0-0 | Class | R | | PO BOX 401 |
| Property Address | 129 SIOUX ST | Acreage | n/a | | FAIRFIELD IA 52556-0401 |
| | SIOUX CITY | | | | |
| District | 276 CBD PARKWAY ORIG SC LL | | | | |
| Brief Tax Description | SIOUX CITY ADDN | | | | |
| | LOT 19 BLK 18 | | | | |
| | (Note: Not to be used on legal documents) | | | | |

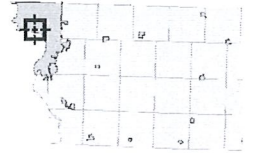
Date created: 1/19/2017
 Last Data Uploaded: 1/18/2017 10:35:23 PM



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales**
- 2014
- 2015
- 2016
- Parcels

Parcel ID 894729405016
 Sec/Twp/Rng 0-0-0
 Property Address 129 SIOUX ST
 SIOUX CITY

Alternate ID 004830
 Class R
 Acreage n/a

Owner Address SUMMERTREE LLC
 PO BOX 401
 FAIRFIELD, IA 52556-0000

District 276 CBD PARKWAY ORIG SC LL
 Brief Tax Description SIOUX CITY ADDN
 LOT 19 BLK 18
 (Note: Not to be used on legal documents)

Date created: 6/30/2016



Developed by
The Schneider Corporation

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

Date: 2/2/2017 Weekly Agenda Date: 2/7/2017

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

WORDING FOR AGENDA ITEM:

Consider a resolution authorizing the County Engineer to execute certification of completion of work on Federal Aid, State Aid and Farm to Market Construction during 2017

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The County Engineer requests authorization to accept work and certify its completion in compliance with approved plans and specifications on behalf of Woodbury County.

BACKGROUND:

Section 309.21 Code of Iowa: Supervision of construction and maintenance work. - All construction and maintenance work shall be performed under the direct and immediate supervision of the county engineer who shall be deemed responsible for the efficient, economical and good-faith performance of said work. This resolution is approved annually.

FINANCIAL IMPACT:

There is no financial impact. This is an annual authorization to complete project closure paperwork.

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 resolution officially authorizing the county engineer to certify completion of work on federal aid, state aid and farm to market construction work on behalf of the county.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution authorizing the County Engineer to accept federal aid, state aid and farm to market construction work on behalf of the county during 2017.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO EXECUTE
CERTIFICATION OF COMPLETION OF WORK ON FEDERAL AID, STATE AID, AND
FARM TO MARKET CONSTRUCTION DURING 2017

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that Mark J. Nahra, the County Engineer of Woodbury County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and federal or state aid construction projects in this county.

Dated at Sioux City, Iowa, this 2nd day of February, 2017.

Board of Supervisors of Woodbury County, Iowa

Chair

ATTEST:

By _____
Patrick F. Gill, Woodbury County Auditor

SEAL

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

Date: 2/2/2017 Weekly Agenda Date: 2/7/2017

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

WORDING FOR AGENDA ITEM:

Consider resolution to revise the Woodbury County FY 2017 Five Year Road Construction Program.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The county needs to adjust the estimated construction cost within the regional transportation improvement program to allow full federal aid participation for a bridge project.

BACKGROUND:

This project replaces a bridge on Old Highway 141 that is scheduled for an April 2017 letting. Our final cost estimate is greater than the programmed funds shown in the regional TIP. The project amendment adjusts the program to cover the project estimate.

FINANCIAL IMPACT:

The project is paid for with federal aid bridge replacement funds and farm to market funds in an 80-20 funding ratio.

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:

That the Board approve the construction program amendment.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution to amend the county construction program by increasing the estimated cost of project BRS-CO97(112)--60-97.

**Resolution to Revise Woodbury County
2017 Five Year Road Program**

Resolution No. 0.3

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan,

The Board of Supervisors of Woodbury County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2017), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following PRE-EXISTING Accomplishment Year projects shall be MODIFIED as follows:

| Project Number Local ID TPMS # | Project Location Description of work | AADT Length NBIS # | Type Work Fund basis | Modification(s) applied | Accomplishment Year (\$1000's of dollars) | | |
|--|---|--------------------------|-------------------------|----------------------------|--|---------------|---------------|
| | | | | | Previous Amount | New amount | Net change |
| BRS-C097(112)--60-97 BROS-CO97(053500) TPMS ID: 16571 | D-25: Over Big Whiskey Creek Bridge Replacement | 2170 0 MI 053500 | Bridges STBG-HBP | Changed funding amount | \$750 | \$850 | \$100 |
| Totals | | | | | \$750 | \$850 | \$100 |
| Fund ID | Accomplishment year (\$1000's of dollars) | | | Net Change | | | |
| | Previous Amount | New Amount | Net Change | | | | |
| Local Funds | \$2,915 | \$2,915 | \$0 | | | | |
| Farm to Market Funds | \$3,370 | \$3,390 | \$20 | | | | |
| Special Funds | \$3,140 | \$3,140 | \$0 | | | | |
| Federal Aid Funds | \$1,080 | \$1,160 | \$80 | | | | |
| Total construction cost (All funds) | \$10,505 | \$10,605 | \$100 | | | | |
| Local 020 Construction cost totals (Local Funds + BROS-8J FA funds) | \$2,915 | \$2,915 | \$0 | | | | |

Recommended:

Date

County Engineer

Approved:

Date

Chair Board of Supervisors

Attested:

I, _____, Auditor in and for Woodbury County, Iowa, do hereby certify the above and foregoing to be a true and exact copy of a resolution passed and approved by the Board of Supervisors of Woodbury County, Iowa, at its meeting held on the _____ day of _____, _____

County Auditor

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

Date: 2/2/2017 Weekly Agenda Date: 2/7/2017

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

WORDING FOR AGENDA ITEM:

Consider approval of farm to market voucher for Iowa DOT project material inspection expenses.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The Iowa DOT bills the county for material inspection on county projects. This project was on the farm to market (FM) system and these expenses are eligible for payment from FM funds.

BACKGROUND:

The Iowa DOT provided material inspection services for cement and additive testing, reinforcing steel testing, and federally required materials testing. The county is provided this service at Iowa DOT cost. This is a much lower cost than going to an outside testing lab.

FINANCIAL IMPACT:

The expense is charged to the county farm to market fund balance.

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 farm to market voucher and that the Board direct the chair to sign the voucher on behalf of Woodbury County.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the payment of Iowa DOT for inspection services by farm to market voucher for the Bronson Bridge project and direct the chair to sign the voucher on behalf of Woodbury County.

To: Woodbury County Engineer

Subject: Materials Inspection Costs

Your signature authorizes a transfer of funds from your Farm to Market account to the Iowa Department of Transportation's account. **PLEASE DO NOT ISSUE PAYMENT**

Return to Sarah Doser-Sansgaard, Office of Finance, Iowa Department of Transportation, 800 Lincoln Way, Ames, IA 50010.

We certify that the costs referenced in this billing have been reviewed and are allowable costs. We request the Iowa Department of Transportation process payment from the applicable Farm to Market account.

APPROVAL AUTHORITY

DATE

COUNTY ENGINEER

CHAIRMAN, BOARD OF SUPERVISORS

MATLS. 491
JULY 2015

IOWA DEPARTMENT OF TRANSPORTATION

Office of Materials

TABULATION OF ASSURANCE & VERIFICATION TESTING COSTS

CONTRACTOR: DIXON CONST. CO.

COUNTY: WOODBURY

WORK TYPE: STRUCTURES

PROJECT: BRS-0867(601)-60-97

DATE: JANUARY 17, 2017

CONTRACT: 31759

Any questions, please call Becky Hanson 515-239-1087 e-mail rebecca.hanson@iowadot.us

| # TESTS | TYPE OF TEST | RATE | AMOUNT |
|---------------------|---|-----------------|-------------------------|
| 2 | SIEVE ANALYSIS | 127.21 | 254.42 |
| | FREEZE AND THAW | 86.51 | 0.00 |
| | ABRASION | 54.56 | 0.00 |
| | COARSE AGGR. SP. GR. & ABSORB. | 26.71 | 0.00 |
| | ALUMINUM OXIDE | 68.31 | 0.00 |
| 1 | PORTLAND CEMENT TEST OR SLAG TEST | 332.58 | 332.58 |
| 1 | ADMIXTURE/WATER REDUCER | 76.48 | 76.48 |
| | FLYASH CHEM & PHYS TEST | 369.15 | 0.00 |
| | FLYASH PHYS TEST | 261.28 | 0.00 |
| 1 | AIR ENTRAINING AGENT | 90.70 | 90.70 |
| | PRESTRESSED CONCRETE BRIDGE BEAMS | 173.60 | 0.00 |
| | PILING | 48.94 | 0.00 |
| | MISC. PRECAST UNITS | 48.94 | 0.00 |
| 1 | REINFORCING STEEL | 266.91 | 266.91 |
| | STRUC. STEEL FAB. (PER TON) | 114.78 | 0.00 |
| | HI STRENGTH FASTENERS | 47.89 | 0.00 |
| | MIXING WATER TEST | 66.59 | 0.00 |
| | PROTECTIVE GALVANIZED COATING | 31.44 | 0.00 |
| | FLOWABLE MORTAR | 76.37 | 0.00 |
| | NUCLEAR DENSITY TEST | 447.92 | 0.00 |
| | STEEL H PILING | 114.78 | 0.00 |
| | MISCELLANEOUS METALS | 82.36 | 0.00 |
| | FENCING MATERIALS | 142.34 | 0.00 |
| | MISCELLANEOUS STRUCTURAL STEEL | 114.78 | 0.00 |
| | ELECTRICAL CABLE | 261.70 | 0.00 |
| | DRAINTILE | 115.84 | 0.00 |
| | PCC PLANT CALIBRATION INSPECTION | 282.70 | 0.00 |
| | STANDARD LIGHT POLES | 15.93 | 0.00 |
| | CONDUIT | 49.86 | 0.00 |
| | CAL. PROF. SMOOTHNESS (per 2 lane mile) | 313.61 | 0.00 |
| | MATERIALS LAB QUALITY MIX | 276.83 | 0.00 |
| COST CENTER 6310 | OBJECT 901 902 X | FUNCTION 010 | TOTAL <u>\$1,021.09</u> |

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

#14

Date: 2/2/2017 Weekly Agenda Date: 2/7/2017

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

WORDING FOR AGENDA ITEM:

Approval of FY18 Budget Savings of \$515,653

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Fiscal Year 2018 budget savings have been identified and are recommended to save county taxpayers up to \$515,653.

BACKGROUND:

For the last week, I have been investigating miscellaneous budget adjustments with our budget analyst. The expense reductions/revenue increases include the relevant line items, and have been discussed with the department directors. In addition, items of potential savings have been identified.

FINANCIAL IMPACT:

Today, with approval of these expense reductions, revenue increases, and corrections, a third consecutive year of county-wide property tax rate decreases is assured.

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:

(see below)

ACTION REQUIRED / PROPOSED MOTION:

Approve the expense reductions and revenue increases noted in the attached letter.



OFFICE OF
WOODBURY COUNTY BOARD OF SUPERVISORS

Courthouse • Room 104
620 Douglas Street – Sioux City, Iowa 51101
Telephone (712) 279-6525 • Fax (712) 279-6577

FINANCE/BUDGET DIRECTOR
DENNIS BUTLER

MEMBERS

ROCKY L. DE WITT
LAWTON

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

MARTY J. POTTEBAUM
SIOUX CITY

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

KEITH W. RADIG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY

MATTHEW A. UNG
SIOUX CITY

February 2, 2017

To: Woodbury County Board of Supervisors

From: Matthew Ung, Chairman
Dennis Butler, Finance Director

Re: Recommended FY18 Budget Savings of \$515,653

After reviewing the proposed revenues and expenditures for FY 2018, the following is a list of actionable items that should be discussed and approved:

(1) Due to a correction in the FY 2018 tax base, there is an additional tax base increase of \$15,054,241 in valuations. Woodbury County will have an additional tax revenue increase without raising the tax rates. The following are the funds that will be affected and the amount of increased revenue:

| | |
|---------------------------------------|-------------------------|
| General Basic – Countywide tax | \$55,953 |
| General Supplemental – Countywide tax | \$42,307 |
| County Services – Countywide tax | \$10,937 |
| Debt Service – Countywide tax | <u>\$ 4,021</u> |
| Totals: | <u>\$112,218</u> |

(2) After examining the proposed budgets that were previously reviewed, there was a duplication found in the Emergency Services proposed budget. \$7,125 has been proposed for line items 002-1211-412-6360 and 002-1211-412-6365. It is suggested that line item 002-1211-412-6360 be eliminated, thus reducing the tax asking by \$7,125. (Verified with the EMS Director)

General Supplemental Fund – Countywide tax

(3) The overtime line item in the Court Security budget should be reviewed and reduced. In FY 2015, the actual expenditures were \$45,805. In FY 2016, the actual expenditures were \$43,010. When calculating the current year-to-date expenditures for FY 2017, the expenditures are \$29,995. With this in mind, it appears that a budget reduction could be approved in the following items (verified with the Sheriff's Office):

| | |
|------------------------------|------------------------|
| 002-1422-414-1019 (Overtime) | \$11,256 |
| 002-1422-414-1116 (FICA) | \$ 860 |
| 002-1422-414-1117 (IPERS) | <u>\$ 995</u> |
| Total Savings | <u>\$13,111</u> |

General Supplemental Fund – Countywide tax

(4) Local Option Sales Tax (L.O.S.T.) should be used to fully fund the Planning & Zoning division of the Economic Development/Planning & Zoning combined department, in the Rural Basic Fund. The Economic Development division is already funded by L.O.S.T. This will provide tax relief in the amount of up to **\$183,199**, less any reductions, and less any determined or forthcoming department merger.

Rural Basic Fund – Rural only tax

(5) Increase the zoning permits revenue line item 111-6301-333-3304 by **\$20,000**. (Verified with the Planning & Zoning Director)

(6) Increase the BIA reimbursement for FY 2018 from \$60,000 to \$240,000 which is an increase of **\$180,000** for line item 002-3301-327-2704. Woodbury County is receiving more residents because of the per diem change. (Verified with the Juvenile Detention Director)

Potential Reductions

(7) The Sioux Rivers Region Board has been requested to fund 50% of the salary and benefits in reference to the Teen Court/Mental Health Court position currently being funded 100% by Woodbury County. The 50% request would cover the Mental Health Court responsibilities for all three counties in the Sioux Rivers Region. The dollar amount that would save Woodbury County is ½ of \$84,330 or **\$42,165**. Their next meeting is February 28.

General Supplemental Fund – Countywide tax

(8) There is a potential savings of \$25,000 to Woodbury County if the City Finance recommendation is approved by the E911 Board to fund \$50,000 of the WCICC request for CIP equipment updates. There would be a \$25,000 savings to the City of Sioux City as well. This will affect line item 360-9111-491-6350. The first FY savings would be **\$5,750**.

Debt Service Fund – Countywide tax

(9) The County Auditor is in the process of attaining costs for new voting equipment. In FY 16 we borrowed \$250,000 which is carried over to the current FY 17. It is planned to borrow an additional \$250,000. The Auditor will have the dollar amount no later than February 28th. Not all of the \$250,000 to be borrowed will be needed. Thus this has the potential to reduce our tax asking for FY 18.

Debt Service Fund – Countywide tax

NOTICE OF MEETING

THE WOODBURY COUNTY COMPENSATION BOARD WILL MEET ON MONDAY, FEBRUARY 6, 2016, at 5:00 P.M., in the former Board of Supervisors Meeting Room at the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa.

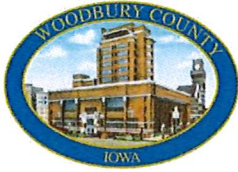
The anticipated Agenda is set forth below.

You are invited to attend and offer comment.

AGENDA

1. Review/Discussion of Individual Member Reports
2. Salary Recommendations

WOODBURY COUNTY LAW ENFORCEMENT EXPANSION/PRAIRIE HILLS COMMITTEE



Matthew Ung, Board of Supervisors
Jeremy Taylor, Board of Supervisors
Dave Drew, Sheriff's Office
Greg Stallman, Sheriff's Office
Todd Wieck, Sheriff's Office
Kenny Schmitz, Building Services Dept.
Shane Albrecht, The Baker Group

The purpose of this committee is to study the cost-effectiveness of closing the Prairie Hills facility and dedicating an expansion to the Law Enforcement Center to serve the needs to what Prairie Hills once did.

MEETING NOTICE

DATE: February 9, 2017

TIME: 3:30 p.m.

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

AGENDA

- I. Call to order-----Ung
- II. Public comments
- III. Approval of agenda
- IV. New business
 - a. Selection of Chair and Secretary for 2017
 - b. LEC Detention Facility Needs Assessment
 - c. LEC Expansion Project Report; \$1.2 Million County Threshold
 - d. LEC Optimization Plan—Goldberg Group
 - e. Committee Perspective/Recommendations
 - f. Timeline of Next Steps
- V. Public comments
- VI. Adjourn

WOODBURY COUNTY, IOWA
2017 Scheduled Zoning Commission Meetings
All meetings Scheduled on Mondays beginning at 6:00PM

| | |
|---|---|
| | |
| January 23, 2017 | Zoning Commission |
| | |
| February 27, 2017 | Zoning Commission |
| | |
| March 27, 2017 | Zoning Commission |
| | |
| April 24, 2017 | Zoning Commission |
| | |
| May 22, 2017 | Zoning Commission |
| | |
| June 26, 2017 | Zoning Commission |
| | |
| July 24, 2017 | Zoning Commission |
| | |
| August 28, 2017 | Zoning Commission |
| | |
| September 25, 2017 | Zoning Commission |
| | |
| October 23, 2017 | Zoning Commission |
| | |
| November 27, 2017 | Zoning Commission |
| | |
| December 25, 2017 (*Christmas Day) | Zoning Commission |
| | |
| *Meeting to be Rescheduled Due to Holiday and Courthouse Closure | Meetings subject to application filings |

WOODBURY COUNTY, IOWA
2017 Scheduled Board of Adjustment Meetings
All meetings Scheduled on Mondays beginning at 6:00PM

| | |
|---|---|
| January 2, 2017 | Board of Adjustment |
| February 6, 2017 | Board of Adjustment |
| March 6, 2017 | Board of Adjustment |
| April 3, 2017 | Board of Adjustment |
| May 1, 2017 | Board of Adjustment |
| June 5, 2017 | Board of Adjustment |
| July 3, 2017 | Board of Adjustment |
| August 7, 2017 | Board of Adjustment |
| September 4, 2017 (*Labor Day) | Board of Adjustment |
| October 2, 2017 | Board of Adjustment |
| November 6, 2017 | Board of Adjustment |
| December 4, 2017 | Board of Adjustment |
| *Meeting to be Rescheduled Due to Holiday and Courthouse Closure | Meetings subject to application filings |