



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(OCTOBER 24, 2017) (WEEK 43 OF 2017)**

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

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

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Jeremy J. Taylor 259-7910 <a href="mailto:jtaylor@woodburycountyiowa.gov">jtaylor@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 24, 2017 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

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**AGENDA**

**4:00 p.m.** 1. Closed Session {Iowa Code Section 21.5 (1) (c)}

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

- |                           |             |
|---------------------------|-------------|
| 2. Citizen Concerns       | Information |
| 3. Approval of the agenda | Action      |

**Consent Agenda**

**Items 4 through 9 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.**

4. Approval of the minutes of the October 17, 2017 meeting
5. Approval of claims
6. Board Administration – Karen James
  - a. Approval of a resolution for a tax suspension for B.B.
  - b. Approval of lifting tax suspension for K.L.
  - c. Approval of lifting tax suspension for D.C.
7. County Auditor – Patrick Gill  
Receive County Recorder's Report of Fees Collected

8. Board Administration – Heather Satterwhite
  - a. Approval of resolution for notice of property sale parcel #884332491002 for November 7, 2017 at 4:35 p.m.
  - b. Approval of resolution for notice of property sale parcel #894729128012 for November 7, 2017 at 4:37 p.m.
9. Human Resources – Ed Gilliland
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorize Chairman to sign Authorization to Initiate Hiring Process

**End Consent Agenda**

- |     |   |             |
|-----|---|-------------|
| 10. | Building Services - Kenny Schmitz<br>Courthouse Exterior Needs Assessment – Study Completed   | Information |
| 11. | Board of Supervisors – Rocky De Witt & Matthew Ung<br>Approval of appointment for Jeremy Cross and Angela Kayl to the County Compensation Board | Action      |
| 12. | Building Services – Kenny Schmitz<br>Courthouse HVAC Project 1 Control Upgrade & Project 2 Automation/Retrofit – Bid's received                 | Information |
| 13. | Conservation – Rick Schneider<br>Approval of Conservation Board Memorandum of Understanding (MOU) with Iowa Natural Heritage Foundation (INHF)  | Action      |
| 14. | Secondary Roads – Mark Nahra<br>Approve contract and bond for project number L-(280 <sup>th</sup> St.)—73-97                                    | Action      |
| 15. | Chairman's Report<br>Annual Appreciation Lunch for Volunteers of Veteran's Affairs Commission (Oct. 22)   | Information |
| 16. | Reports on Committee Meetings   | Information |
| 17. | Citizen Concerns  | Information |
| 18. | Board Concerns  | Information |

**ADJOURNMENT**

*Subject to Additions/Deletion*

## CALENDAR OF EVENTS

- MONDAY, OCT. 23**      **6:00 p.m.**      Zoning Commission Meeting, First Floor Boardroom
- TUESDAY, OCT. 30**      **1:00 p.m.**      Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars
- WEDNESDAY, NOV. 1**      **10:30 a.m.**      Loess Hills Alliance-Stewardship Committee Meeting, Pisgah
- 12:00 p.m.**      District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.**      Loess Hills Alliance-Executive Meeting
- MONDAY, NOV. 6**      **4:30 p.m.**      Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- 6:00 p.m.**      Board of Adjustment meeting, First Floor Boardroom
- TUESDAY, NOV. 7**      **4:45 p.m.**      Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WEDNESDAY, NOV. 8**      **8:05 a.m.**      Woodbury County Information Communication Commission, First Floor Boardroom
- 6:30 p.m.**      911 Service Board Meeting, Public Safety Center, Climbing Hill
- 8:00 p.m.**      County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- MONDAY, NOV. 13**      **8:00 a.m.**      Department Head Meeting, LEC Conference Room
- WEDNESDAY, NOV. 15**      **10:00 a.m.**      Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook
- 12:00 p.m.**      Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 12:00 p.m.**      SIMPCO Board of Directors, 1122 Pierce St.
- THURSDAY, NOV. 16**      **10:30 a.m.**      Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- 4:30 p.m.**      Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- MONDAY, NOV. 27**      **6:00 p.m.**      Zoning Commission Meeting, First Floor Boardroom
- TUESDAY, NOV. 28**      **1:00 p.m.**      Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars

**The following Boards/Commission have vacancies:** Commission to Assess Damages - Category A, Category B, Category C and Category D, Woodbury County Compensation Commission

**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.*

**OCTOBER 17, 2017, FORTIETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, October 17, 2017 at 4:30 p.m. Board members present were Radig, Ung (by phone), Taylor, De Witt, and Pottebaum. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Assistant, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Patrick Gill, Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. Harold Fite, Lawton, addressed the Board with an issue about the appraisal of his residential property.
2. Motion by Taylor second by Radig to approve the Agenda for October 17, 2017. Carried 5-0. Copy filed.  
 Motion by De Witt second by Radig to approve the following items by consent:
  3. To approve minutes of the October 10, 2017 meeting. Copy filed.  
 To approve minutes of the October 6, 2017 special meeting. Copy filed.  
 To approve minutes of the October 12, 2017 special meeting. Copy filed.
  4. To approve the claims totaling \$398,742.01. Copy filed.
  - 5a. To approve the appointment of Jacob Acero, Sheriff Reserve Officer, County Sheriff Dept., effective 10-10-17, \$1.00/year. Per Iowa Code 80D.11.; the appointment of Jason Byers, Motor Grader Operator, Secondary Roads Dept., effective 10-18-17, \$22.60/hour. Job Vacancy Posted 8-10-17. Entry Level Salary: \$22.60/hr.; the appointment of Delayne Folsom, Motor Grader Operator, Secondary Roads Dept., effective 10-18-17, \$22.60/hour. Job Vacancy Posted 8-10-17. Entry Level Salary: \$22.60/hr.; the appointment of Jeremiah Casson, Motor Grader Operator, Secondary Roads Dept., effective 10-30-17, \$22.60/hour. Job Vacancy Posted 8-10-17. Entry Level Salary: \$22.60/hr.; the promotion of Ryan Weber, Director, Juvenile Detention Dept., effective 10-30-17, \$72,000/year, 11%=\$7,249.60/yr. Promotion from Assistant Director to Director.; the reclassification of Dawn Lafave, Civilian Jailer, County Sheriff Dept., effective 10-31-17, \$20.27/hour, 4%=\$.79/hr. Per CWA Civilian Officers Contract agreement, from Class 2 to Class 1.; and the separation of David Benson, Deputy Sergeant, County Sheriff Dept., effective 12-17-17. Retirement. Copy filed.
  - 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for (2) Civilian Jailer, County Sheriff Dept., CWA: \$18.72/hour. Copy filed.
  - 6a. To receive the appointment of David Folsom, 2909 Humbolt Ave., Hornick, IA, as clerk of Willow Township. The appointment was made on July 12, 2017, to fill the position previously held by Jerry White, until the next regular election. Copy filed.  
 To receive the appointment of Daniel Folsom, 2848 Merville Black Top, Hornick, IA, as a Willow Township Trustee. The appointment was made on October 3, 2017, to fill the position previously held by David Folsom, until the next regular election. Copy filed.  
 Carried 5-0.
7. Jim Rixner, Sioux City, Connie Barrett, Sioux City, John Hantla, Sergeant Bluff, Dick Owens, Sioux City, Brad Lego, Sioux City, Joile Corder, New Perspectives, Nathan Vanderplatts, Sioux City, Carter Smith, Sioux City, Kathy Roberts, Friendship House, Dave Drew, County Sheriff and Linda Madison, Mapleton, addressed the Board in regard to dissolving and terminating the Sioux Rivers Regional MHDS.  
 Motion by Taylor second by Radig to approve to have the Woodbury County Board of Supervisor Liaisons to the Governing Board move at the next Governing Board meeting that the Sioux Rivers Regional MHDS dissolve and terminate. Carried 4-1 on a roll call vote; Pottebaum was opposed. Copy filed.

- 8. Motion by Taylor second by Radig to receive the FY17 Annual Report of the Woodbury County Conservation Board. Carried 5-0. Copy filed.
- 9a. Motion by Taylor second by Radig to accept the Delta Dental renewal. Carried 5-0. Copy filed.
- 9b. Motion by Taylor second by De Witt to receive the GASB 75 report. Carried 5-0. Copy filed.
- 10a. A request was made to establish a county policy to allow Vacation Leave Donation from Woodbury County Employees to Woodbury County Information & Communication Commission (WCICC) and Woodbury County Communications Center employees that have met the guidelines of a catastrophic illness.
- 10b. Information was presented on an Emergency Services request to hire (2) Full-Time Operations Officers, Paramedics and (1) ¾ Part-Time Operations Officer, Paramedic by January 2, 2018 or earlier, with the agreed funding sources. Copy filed.
- 11a. Motion by Radig second by De Witt to approve and authorize the Chairperson to sign a Resolution for Bridge Embargo. Carried 5-0.

**WOODBURY COUNTY  
BRIDGE EMBARGO RESOLUTION  
RESOLUTION #12,641**

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

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

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

<u>Bridge No.</u>	<u>FHWA No.</u>	<u>Section Township Range</u>	<u>Posted Limit</u>
A-49	354610	08-89-42	6 tons
B-139	354870	28-89-43	12 tons
B-255	352765	12-89-43	19, 29, 29 tons
H-181	353810	24-88-45	3 tons
J-178	353490	9-88-44	3 tons
K-203	353400	8-88-43	25, 34, 32 tons
U-138	350910	1-86-45	Close to traffic
V-84-2	350780	13-86-44	Close to traffic

**Passed and approved this 17<sup>th</sup> day of October, 2017.**

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 11b. Motion by Taylor second by De Witt to approve the contract and bond for project #L-CO7(7)—73-97 with Dixon Construction for \$168,544.75. Carried 5-0. Copy filed.
- 11c. Bids were opened prior to the meeting for the removal of the Haskell Avenue bridge. The bids are as follows:

Dixon Construction, Correctionville, IA	\$12,000.00
Nelson and Rock, Onawa, IA	\$41,000.00
Graves Construction, Spencer, IA	\$80,500.00

Motion by De Witt second by Pottebaum to accept the proposal and approve the contract for the removal of the Haskell Avenue bridge from Dixon Construction for \$12,000.00. Carried 5-0. Copy filed.

- 12a. Motion by Taylor second by De Witt to approve Star Control LEC HVAC repairs for \$34,628.00. Carried 5-0. Copy filed.

Motion by Taylor second by De Witt to approve Baker Group as construction manager for the LEC HVAC repairs for \$5,194.00. Carried 5-0. Copy filed.

- 12b. Motion by Taylor second by Pottebaum to approve the Prairie Hills lease purchase agreement and documents, funding in the amount of \$569,614.20, and authorize the Board of Supervisors Chairman and Vice-Chairman to execute the final legal/lease purchase documents as required. Carried 5-0. Copy filed.

13. The Chairperson reported on the day-to-day activities.

14. Board members gave their reports on committee meetings.

15. There were no citizen concerns.

16. Board member concerns.

The Board adjourned the regular meeting until October 24, 2017.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY, IOWA  
BOARD ADMINISTRATION  
MEMORANDUM**

**TO:** Board of Supervisors  
**FROM:** Karen James, Board Administrative Assistant  
**RE:** Consideration of a Petition for a Tax Suspension  
**DATE:** October 18, 2017

Please consider this request for a tax suspension for B.B. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj

#6b

**WOODBURY COUNTY IOWA  
BOARD ADMINISTRATION  
MEMORANDUM**

TO: Board of Supervisors  
FROM: Karen James, Administrative Assistant  
DATE: October 18, 2017  
RE: Lifting Tax Suspension

Please lift the tax suspension for K. L. as this property has been sold.



**WOODBURY COUNTY IOWA  
BOARD ADMINISTRATION  
MEMORANDUM**

TO: Board of Supervisors  
FROM: Karen James, Administrative Assistant  
DATE: October 18, 2017  
RE: Lifting Tax Suspension

Please lift the tax suspension for D. C. as this property has been sold.

COUNTY RECORDER'S REPORT OF FEES COLLECTED  
(See Chapter 342, Code)

#7

State of IOWA ) SS:  
County of WOODBURY )

To the Board of Supervisors of WOODBURY County:

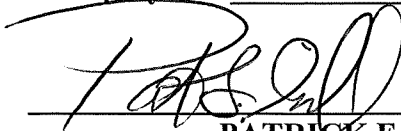
I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the above named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 7/01/2017 through 9/30/2017 and the same has been paid to the County Treasurer.

	Number of Documents	Fees Collected
R.E. Transfer Tax State-Monthly		51,967.00
County Share R.E. Transfer Tax		27,884.28
Auditor Transfer Fee	1,124	6,305.00
Records Management Fees	3,725	3,786.00
Lien	89	470.00
Deed	1,076	14,721.00
Mortgage	974	55,553.00
Contract	51	2,020.00
Release/Assignment	1,126	6,825.00
Miscellaneous	304	4,468.80
Claimants	50	370.00
Agreement	31	995.00
Elec Tran Fee to State Untransferred (Aug & Sept)		2,654.00
UCC 1 & Addendum	30	410.00
Copy Money-Quarterly		1,316.00
Vitals Stats State-Monthly		10,775.00
Vitals Stats County-Quarterly		8,796.00
Accts. Receivable Payment-Quarterly		3,541.00
Transfer to Checking Account		0
Previous Qtr. Acct. Receivable Balance		(4,160.80)
Bad Check Adjustment—Quarterly		0
Odd Size Documents	32	320.00
Overpayment Fee	40	195.30
Total	8,652	199,211.58

All of which is respectfully submitted.

  
DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 16<sup>th</sup> day of October, 2017.

  
PATRICK F. GILL County Auditor

**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #884332491002**

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

**East 10 feet of West 100 feet of West ½ of Lot 50 of Aud. Sub. Division, City of Anthon, in the County of Woodbury and State of Iowa**

**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 **7<sup>th</sup> Day of November, 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 **7<sup>th</sup> Day of November, 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 \$123.00** 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 24<sup>th</sup> Day of October, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Matthew A. Ung, Chairman

**REQUEST FOR MINIMUM BID**

Name: Charlene Boyer Date: 6/5/17  
Address: P.O. Box 279 Arthon, IA 51004 Phone: 313-5256

Address or approximate address/location of property interested in:  
See legal description - no address

GIS PIN # 884332491002

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

Legal Description:  
± 10 feet of W 100 feet of N 140 feet  
of West 1/2 of Lot 50 of Aud Subdiv  
City of Arthon

Tax Sale #/Date: # 00803 6/20/14 Parcel # N/A

Tax Deeded to Woodbury County on: We hold tax cert.

Current Assessed Value: Land \$ 1,000 Building Ø Total \$ 1,000

Approximate Delinquent Real Estate Taxes: \$ 64

Approximate Delinquent Special Assessment Taxes: \_\_\_\_\_

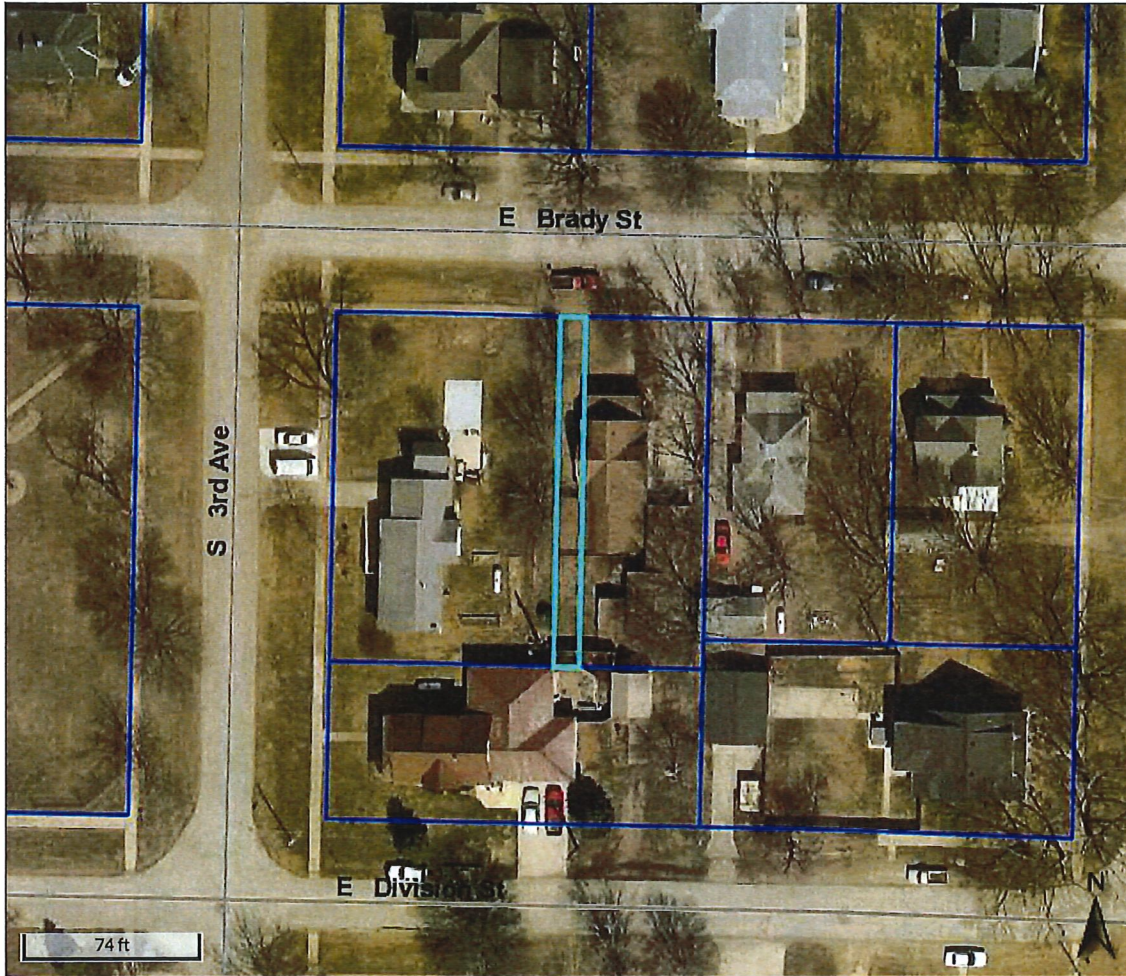
\*Cost of Services: ~~N/A~~ \$ 113.00

Inspection to: Matthew Ong Date: 6/5/17

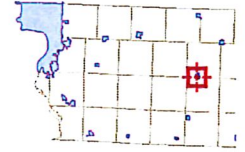
Minimum Bid Set by Supervisor: \$ 10

Date and Time Set for Auction: NDU. 7, 2017 @ 4:35 p.m.

\* 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	884332491002	Alternate ID	n/a	Owner Address	MCNAMARA MARY & CATHERINE
Sec/Twp/Rng	n/a	Class	R		ANTHON IA 51004
Property Address		Acreage	n/a		
District	ZAN				
Brief Tax Description	ANTHON CITY OF AUD SUB DIV 32/33-88-43 E 10' OF W 100' OF N 140' OF W 1/2 OF LOT 50				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 6/5/2017  
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 Developed by  
 The Schneider Corporation

**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #894729128012**

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

**Lot Three (3) Block Two (2) Tredway's Addition to Sioux City, in the County of Woodbury and State of Iowa  
(711 Center St.)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **7<sup>th</sup> Day of November, 2017 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **7<sup>th</sup> Day of November, 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 \$199.00** 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 24<sup>th</sup> Day of October, 2017.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Matthew A. Ung, Chairman



REQUEST FOR MINIMUM BID

Name: Jerry Turner Date: 4/25/17  
Address: 1501 W. Willis Ave 51103 Phone: 577-8633

Address or approximate address/location of property interested in:

711 Center St.

GIS PIN # 894729128012

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

Legal Description:

Lot 3 Block 2 Tredways Addition to Sioux City, in the County of Woodbury and State of Iowa

Tax Sale #/Date: #1070 6/17/2013 Parcel # 510315

Tax Deeded to Woodbury County on: we only hold the tax certificate

Current Assessed Value: Land \$7,100 Building 0 Total \$7,100

Approximate Delinquent Real Estate Taxes: \$1,199-

Approximate Delinquent Special Assessment Taxes: \$6,792-

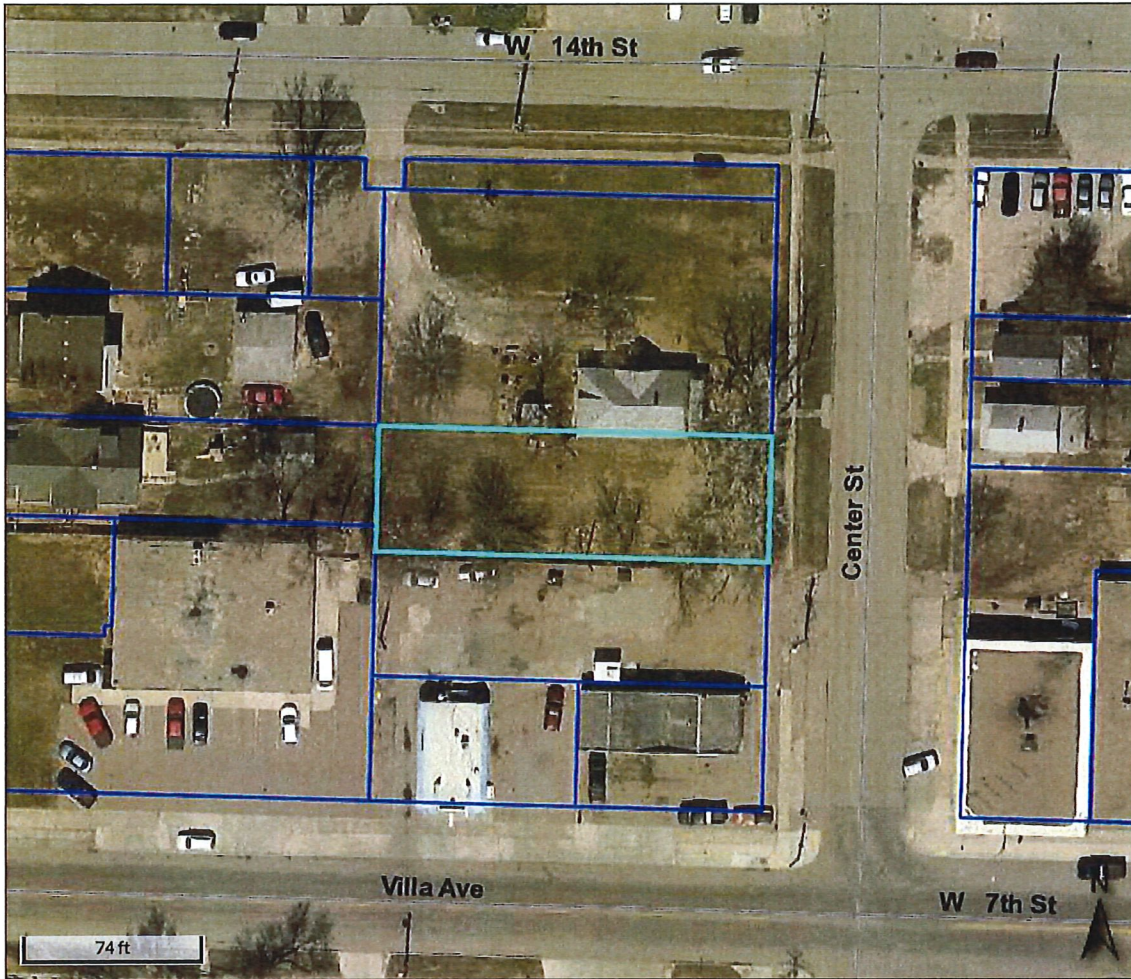
\*Cost of Services: ~~HA~~ \$119.00

Inspection to: Matthew Ong Date: 4/25/17

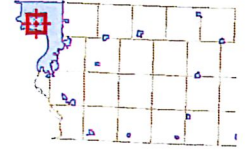
Minimum Bid Set by Supervisor: \$80

Date and Time Set for Auction: November 7th @ 4:37 p.m.








\* 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 894729128012  
 Sec/Twp/Rng n/a  
 Property Address 711 CENTER ST  
 SIOUX CITY

Alternate ID 510315  
 Class R  
 Acreage n/a

Owner Address LESSER EDITH  
 14 ESQUIRE RD  
 NORWALK CT 06851-0000

District 087  
 Brief Tax Description TREDWAYS LOT 3 BK 2

**(Note: Not to be used on legal documents)**

Date created: 4/25/2017  
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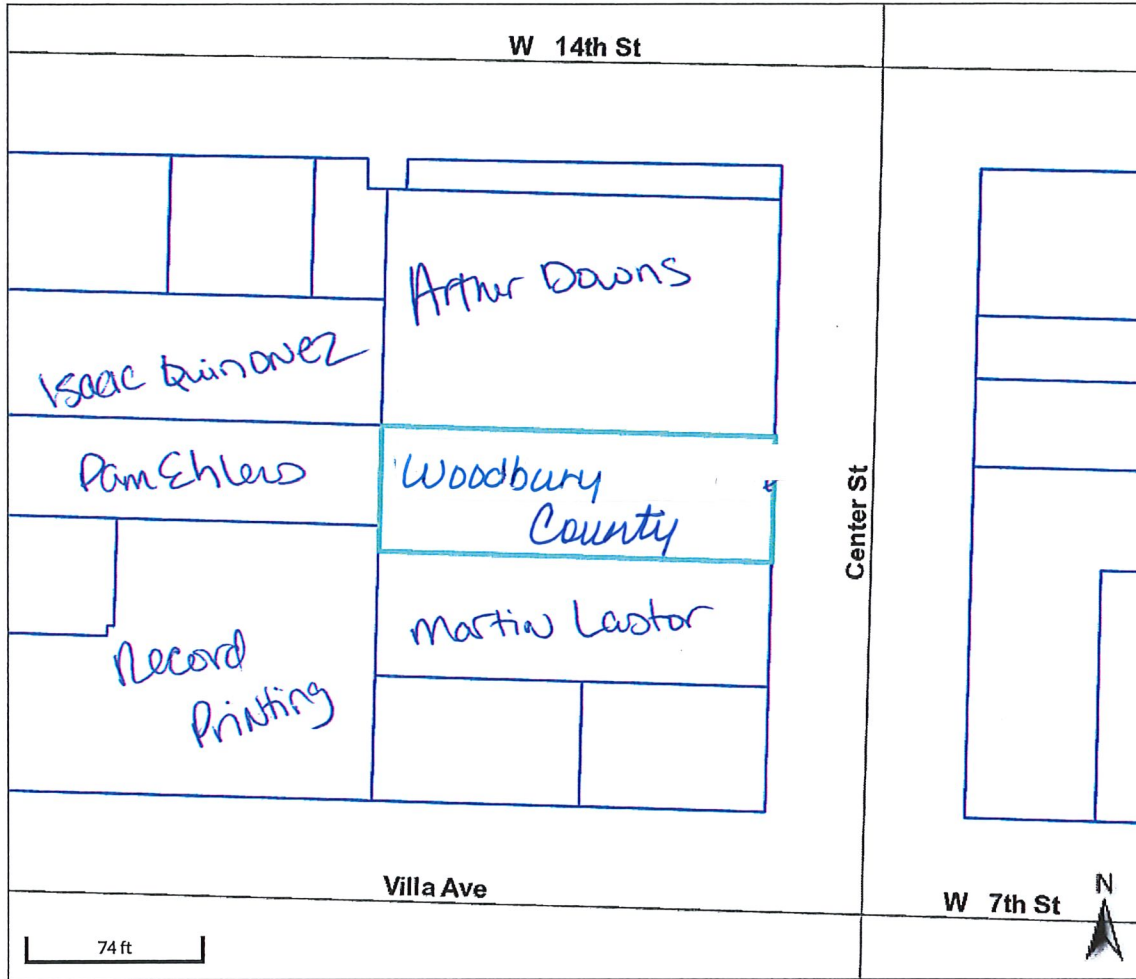


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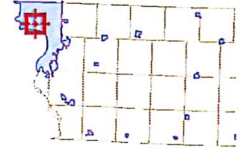




# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

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


Parcel ID 894729128012  
 Sec/Twp/Rng n/a  
 Property Address 711 CENTER ST  
 SIOUX CITY

Alternate ID 510315  
 Class R  
 Acreage n/a

Owner Address LESSER EDITH  
 14 ESQUIRE RD  
 NORWALK CT 06851-0000

District 087  
 Brief Tax Description TREDWAYS LOT 3 BK 2  
 (Note: Not to be used on legal documents)

Date created: 4/25/2017  
 Last Data Uploaded: 4/24/2017 10:38:51 PM

 Developed by  
 The Schneider Corporation

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 24, 2017

\* PERSONNEL ACTION CODE:

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

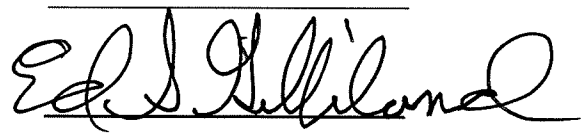
TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Cassens, Heath	Secondary Roads	10-20-17	Equipment Operator			S	Resignation.
Edmundson, Rachael	County Attorney	11-09-17	Asst. County Attorney	\$83,917/year	3.7%=\$3,027/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 8 to Step 9.

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:** October 24, 2017

For the October 24, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Secondary Roads Equipment Operator, Resignation.
- 2) Assist. County Attorney, from Step 8 to Step 9.

Thank you

HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA

#9b

DATE: October 24, 2017

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Attorney	Asst. County Attorney	AFSCME: \$57,115- \$66,051/year		
	*Please see attached memo of explanation.			

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



## WOODBURY COUNTY ATTORNEY

**PATRICK "PJ" JENNINGS**  
COUNTY ATTORNEY

300 COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IOWA 51101

# MEMORANDUM

TELEPHONE  
712-279-6516  
FAX # 712-279-6457

Date: October 17, 2017  
To: Board of Supervisors  
From: PJ Jennings  
RE: Request for New Hire

### Supervisors:

Joshua Widman will be transferring back to the civil attorney position. That move now requires that we hire for the position that he will be vacating which is the criminal assistant prosecutor position.

I ask that you now approve the hiring of a new criminal assistant county attorney.

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

**#10**

Date: 10/20/2017 Weekly Agenda Date: 10/24/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Exterior Needs Assessment - Study Completed

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Franks Design Group will provide the Board of Supervisors a brief summary of findings related to the Courthouse exterior study.

**BACKGROUND:**

Franks Design Group was enlisted to complete an exterior study to determine the current needs of the Courthouse and identify other items that will ensure its stability into the future.

**FINANCIAL IMPACT:**

Information Only

**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:**

Information only

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only

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

**#11**

Date: 10/6/2017 Weekly Agenda Date: 10/24/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisors Rocky De Witt & Matthew Ung

**WORDING FOR AGENDA ITEM:**

Approval of appointment for Jeremy Cross and Angela Kayl to the county compensation board

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The Board of Supervisors is required by Iowa Code to appoint two members of the county compensation board. Due to expired terms, it is necessary to make appointments for those two vacancies.

**BACKGROUND:**

Iowa Code 331.905 pertains to the county compensation board. The terms of the previous two appointees of the Board of Supervisors expired June 30, 2017. Our board needs to appoint two representatives in accordance with the Code, for 4-year terms effective July 1, 2017. The full compensation board will meet before the FY19 budget is certified.

**FINANCIAL IMPACT:**

n/a

**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:**

Tim Bottaro and Katie Colling were previously the board's appointees. Bottaro is not willing to be re-appointed, and Colling is. However, we believe the board will be better represented by fresh appointments.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to appoint Jeremy Cross and Angela Kayl to the County Compensation Board in accordance with Iowa Code 331.905 and effective July 1, 2017.

**Matthew A. Ung**

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**From:** Jeremy Cross <jeremycross@crosslawplc.com> <jeremycross@crosslawplc.com>  
**Sent:** Tuesday, August 15, 2017 5:43 PM  
**To:** Matthew A. Ung  
**Subject:** Compensation Board  
**Attachments:** TEXT.htm.html

Mr. Ung:

I would like to be appointed to the compensation board. My cell phone number is 712-870-3748. My work phone is 712-234-3055. Please let me know if you need anything further or have any questions. Thanks.

Sincerely,

Jeremy Cross

Sent from my Verizon 4G LTE smartphone



**Matthew A. Ung**

---

**From:** Angela Kayl <angelakayl@kayllaw.com>  
**Sent:** Wednesday, October 4, 2017 3:42 PM  
**To:** Matthew A. Ung  
**Subject:** Representation on the County Supervisor Compensation Board.

Just wanted to let you know of my interest in the following position.

If you have any questions please feel free to call me.

Angela H. Kayl  
Attorney  
705 Douglas #635  
Sioux City, IA 51101  
Phone: 712-277-0810  
Fax: 712-277-2009  
[angelakayl@kayllaw.com](mailto:angelakayl@kayllaw.com)

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

#12

Date: 10/18/2017 Weekly Agenda Date: 10/24/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse HVAC Project 1 Control Upgrade & Project 2 Automation/ Retrofit- Bid's Received

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Building Services will present bid submissions received for Courthouse HVAC Project #1 & #2.

**BACKGROUND:**

Bid submissions will be received and opened for the Courthouse HVAC Projects #1 & #2 on October 24th at 3:00pm and 3:15pm in the Board of Supervisors Office 1st Floor, Woodbury County Courthouse.

**FINANCIAL IMPACT:**

Information Only

**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:**

Return with a recommendation to the Board of Supervisors on October 31st, 2017 for both Projects.

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only

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

#13

Date: Oct. 18, 2017

Weekly Agenda Date: 10-24-17

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Rick Schneider, Conservation Dir

**WORDING FOR AGENDA ITEM:**

Approval of Conservation Board Memorandum of Understanding (MOU) with Iowa Natural Heritage Foundation (INHF).

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Conservation Board requests approval of their Memorandum of Understanding (MOU) agreement with Iowa Natural Heritage Foundation (INHF) for assistance in acquiring approximately 90 acres of land to protect cultural resources. The MOU could obligate the County to more than one fiscal year and therefore requires Supervisors approval.

**BACKGROUND:**

The Conservation Board recently had the opportunity to acquire a timbered area west of Correctionville which contains unique cultural resources discovered during the Iowa DOT Highway 20 widening project. The Conservation Board believes these unique findings are worthy of acquisition for protection for future generations. The Correctionville community is planning to develop an area to interpret the area cultural resources, and the Conservation Board would hope to collaborate with the community on this potential attraction. The sellers desired this area containing the cultural discoveries to be protected and preferred the Conservation Board acquire the property. The Conservation Board typically applies for grants for acquisitions, and will be submitting a grant in 2018 for this project. In the meantime, the property is being acquired and held on behalf of the County until grant funds are available. The Memorandum of Understanding outlines this relationship with INHF. INHF will "finance" the cost of the property and hold it in their name until grant funds are available next year enabling the Conservation Board to repurchase the property from INHF. The Conservation Board has worked with INHF on similar projects in the past, most recently in 2015.

**FINANCIAL IMPACT:**

Little, if any, cost to the County. Minimal maintenance costs anticipated with management of the new property. Some new fences will be erected along with the usual conservation board signage. This property has been enrolled in the tax exempt Forest Reservation program since 1984, or nearly 34 years. Public conservation lands have an extremely positive economic impact for 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:**

Approval of the Conservation Board's MOU with Iowa Natural Heritage Foundation

**ACTION REQUIRED / PROPOSED MOTION:**

Approve the Memorandum of Understanding between Woodbury County Conservation Board and Iowa Natural Heritage Foundation.

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING (this "Memorandum")**, is between Iowa Natural Heritage Foundation (the "Foundation"), an Iowa non-profit corporation, and Woodbury County Conservation Board (the "Board") (the two parties together, the "Parties"), relative to the acquisition of the Flemming Property located in Woodbury County, Iowa, and legally described as:

Part of the Northeast Quarter of Section 33, Township 89 North, Range 42 West of the 5<sup>th</sup> P.M., Woodbury County, Iowa, being approximately 90 acres of woodland, exact Legal Description to be surveyed.

Containing 90 acres, more or less (the "Property").

This Memorandum is understood to be an expression of the intent of the Parties to attempt in good faith to negotiate and reach binding agreements on the matters discussed by this Memorandum.


The Board, at its Oct. 5, 2017 meeting, has agreed to purchase the Property from the Foundation under the terms of this Memorandum, but does not at this time have funds available to consummate such purchase. By virtue of its budget process, the Board expects to receive funds from Iowa Department of Natural Resources, REAP, Habitat Stamp Grants, revenue sharing or other sources which it will also use, upon receipt, to pay such Purchase Price.

**In order to assist the Board in the purchase of the Property, the Parties agree to pursue good faith discussions and negotiations to draft and execute such agreements as may be necessary to finalize their mutual agreements as follows:**

1. **Purchase by the Foundation.** The Foundation shall purchase the Property for no more than \$270,000 plus tax proration plus all closing costs.
2. **Holding of the Property.** The Foundation shall hold the Property to permit the Board time to obtain funding for repurchase through Iowa Department of Natural Resources, REAP, Wildlife Habitat Stamp Grants, revenue sharing or other sources which it will also use, upon receipt, to pay such Purchase Price.
3. **Holding of Title.** The Foundation shall take title to the Property in its name. Under certain conditions, the Foundation may convey legal title to the Property to the Board in order to enable the Board to receive reimbursement from certain state or federal costs sharing programs.
4. **Repurchase by the Board.** The Board shall repurchase the Property from the Foundation at a time mutually agreed to by the Parties.
  - a. **Repurchase.** The Foundation will hold the Property for two years while the Board obtains the appropriate funding. Once funding is received, the Board shall repurchase the property for the original purchase price \$270,000 plus **all of the Foundation's costs and expenses**. These expenses include, but are not limited to, *real estate taxes, interest (which begins accruing from the date of purchase), abstracting fees, recording fees, surveying costs, revenue stamps, and attorney's fees.*
  - b. **Alternative Resolution.** If after two years the Board has not been able to repurchase the Property or is not in the process of repurchasing the Property, the Foundation and the Board will meet to discuss a resolution. The Foundation and the Board will discuss the options available for resolving the funding complications and make a determination as to the continuing feasibility of the project. The Board shall send a letter detailing the resolution to the Foundation so that the Parties have a clear understanding of how they will move forward with the project. The Board also agrees that the Foundation reserves the right to sell the Property privately in the event an adequate resolution cannot be accomplished.
  - c. **Transfer of Rights.** Upon receiving full payment of the Purchase Price, the Foundation shall relinquish its rights under this Memorandum and convey all rights, title, and interest held by it in the Property to the Board by Corporate Warranty Deed, subject to the same conditions and restrictions, if any, as the Foundation received at the time it took title to the Property.

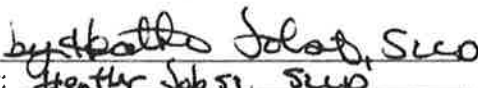
5. **Approval of County.** The Board's signature on this agreement is an acknowledgment that the necessary approvals to enter into this Memorandum within the county have been obtained. Foundation may request the minutes from the Woodbury County Board of Supervisors, if necessary. The Conservation Board will request approval of this agreement by the Woodbury County Board of Supervisors.
6. **Examination of Title.** The Foundation shall examine the abstract and title prior to purchase of the Property. The expense shall be the responsibility of the Board and will be repaid at the time of closing between the Foundation and the Board.
7. **Liability Insurance.** In the event there are buildings, dwellings or other structures on the Property, the Board shall maintain liability insurance with coverage sufficient to replace them if damaged. The Board shall provide a certificate of liability insurance naming the Foundation as a co-insured.
8. **Hazardous Waste.** The Board shall hold the Foundation harmless from any loss, cause, or liability resulting from hazardous waste found on the subject property.
9. **Promotion of the Foundation.** Informational signs, pamphlets, interpretive and/or promotional materials, and property signs used or distributed by the Board regarding the Property shall make reference to the fact that "A cooperative project with Iowa Natural Heritage Foundation."
10. **Foundation Membership.** The Board shall maintain at least a Guardian (\$100-249) level membership in the Foundation during the process of the transaction this Memorandum contemplates. Such membership will help support the efforts of the Foundation on this and other conservation projects in Iowa.

Woodbury County Conservation Board

By:   
Title

Oct. 6, 2017  
Date

Iowa Natural Heritage Foundation

By:   
Title

10/3/2017  
Date

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

Date: 10/19/2017 Weekly Agenda Date: 10/24/2017

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

**WORDING FOR AGENDA ITEM:**

Approve contract and bond for project number L-(280th ST)--73-97

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Plans were completed for the relocation of the intersection of Old Hwy 141 and 280th St. The letting was September 19, 2017 and the project was awarded to Flewelling Earthmoving, Inc.

**BACKGROUND:**

The county programmed the 280th Street for construction in fiscal year 2017. Plans have been prepared and right of way secured for the project. The relocation of the intersection will provide a safer intersection with Highway 141 and 280th Street and better align with 280th Street west of Old Highway 141.

**FINANCIAL IMPACT:**

This project is paid for with secondary road 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:**

I recommend that the Board approve the contract and bond for project L-(280th St)--73-97.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the contract and bond for project L-(280th St)--73-97 with Flewelling Earthmoving for \$63,743.90.



## WOODBURY COUNTY, IOWA CONTRACT

Kind of Work Intersection Relocation  
 Project No. L-(280<sup>th</sup> St)--73-97 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Matthew Ung, Jeremy Taylor, Marty Pottebaum, Keith Radig and Rocky De Witt, Contracting Authority, and Flewelling Earthmoving Inc Merville, IA, Contractor.

WITNESSETH: That the Contractor, for and in consideration of \_\_\_\_\_  
Sixty Three Thousand Seven Hundred Forty Three and 90/100 (\$63,743.90)

payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Unit Price	Amount
Project: L-(280 <sup>th</sup> St)--73-97 Group 1				
1.	Clearing and Grubbing	3,239 Acres	\$787.00	\$ 2,549.09
2.	Excavation Class 10 Roadway & Borrow	16,000 C.Y.	2.12	33,920.00
3.	Culvert, Corrugated Metal Entrance Pipe, 24" diameter	100 L.F.	45.52	4,552.00
4.	Culvert, Corrugated Metal Roadway Pipe, 24" diameter	70 L.F.	45.52	3,186.40
5.	Erosion Stone	36 Ton	49.41	1,778.76
6.	Safety Closure	2 Each	200.00	400.00
7.	Traffic Control	1 L.S.	2,000.00	2,000.00
8.	Mobilization	1 L.S.	8,375.00	8,375.00
9.	Mulching	3,239 Acres	850.00	2,753.15
10.	Stabilizing Crop Seeding and Fertilizing	3,239 Acres	500.00	1,619.50
11.	Silt Fence	570 L.F.	3.00	1,710.00
12.	Silt Fence For Ditch Checks	80 L.F.	5.00	400.00
13.	Mobilization, Erosion Control	1 Each	500.00	500.00

**TOTAL BID** **\$63,743.90**

Said specifications and plans are hereby made part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Engineer under the date of September 19, 2017

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-(280<sup>th</sup> St)--73-97 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
		October 23, 2017	22

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Approved:

By *Steve Blum* President  
 Contractor: Flewelling Earthmoving Inc

By \_\_\_\_\_  
 Contracting Authority: Woodbury County Board Chairperson

Date 10-15-17

Date \_\_\_\_\_