



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (JANUARY 15, 2019) (WEEK 3 OF 2019)

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

Agenda and Minutes available at: www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 15, 2019 at 2:30 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.

AGENDA

2:30 p.m. 1. Update on Tax Rate Report – Dennis Butler Information
2. Budget Review Discussion for FY 2020 Page
a. Supervisors
1. Medical Examiner 4-5
2. Communication Center 27
3. StarComm Program 29
b. Building Services
1. Courthouse 3-6
2. LEC 7-10
3. Trospers/Hoyt 11-14
4. Anthon Courthouse 15
5. Prairie Hills Facility 16-17
6. District Health Building 18
7. Building Services Facility 19-22
8. County Services Facility (Tri View) 23
c. Secondary Roads
1. Secondary Roads 4-52
2. Secondary Roads – Special 5 Year Bridge Project 53
3. Roadside Management 54

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

- |                           |             |
|---------------------------|-------------|
| 3. Citizen Concerns       | Information |
| 4. Approval of the agenda | Action      |

### **Consent Agenda**

**Items 5 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.**

5. Approval of the minutes of the January 8, 2019 meeting
6. Approval of claims
7. Receive County Auditor's quarterly report
8. Human Resources – Melissa Thomas
  - a. Authorize chairman to sign Separation Agreement and Release
  - b. Approval of Memorandum of Personnel Transactions
9. Secondary Roads – Mark Nahra  
Consideration of utility permits for Century Link for various county right of way locations

### **End Consent Agenda**

- |                                |   |             |
|--------------------------------|---|-------------|
| <b>4:35 p.m.</b><br>(Set time) | 10. Public Bidder – Heather Satterwhite <ol style="list-style-type: none"><li>a. Public hearing and sale of property Parcel #894729177013 (aka 423 Myrtle Street)</li><li>b. Public hearing and sale of property to the City of Sioux City only<br/>Parcel #894721451009 (aka 836 – 17<sup>th</sup> Street)</li></ol> | Action      |
| <b>4:37 p.m.</b><br>(Set time) | 11. Human Resources – Melissa Thomas <ol style="list-style-type: none"><li>a. Approval of Tentative Agreement Deputies' Union</li></ol>   | Action      |
|                                | 12. County Treasurer – Michael Clayton<br>Approval to increase job classification from Clerk II to Clerk III for Anthon Little Courthouse   | Action      |
|                                | 13. Jail Alternative Coordinator – Nia Key<br>Approval of National Stalking Awareness Month Proclamation  | Action      |
|                                | 14. Board of Supervisors – Keith Radig<br>Approval of Martin Luther King Jr. Holiday as a Day of Service Proclamation   | Action      |
|                                | 15. Reports on Committee Meetings   | Information |
|                                | 16. Citizen Concerns  | Information |
|                                | 17. Board Concerns  | Information |

### **ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- WED., JAN. 16**      **10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.  
**12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THUR., JAN. 17**      **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- TUES., JAN. 22**      **1:00 p.m.** Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
- THURS, JAN.24**      **11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- MONDAY, FEB. 4**      **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUESDAY, FEB. 5**      **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., FEB. 6**      **12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THUR., FEB. 7**      **10:00 a.m.** COAD Meeting, Security Institute
- WED., FEB. 13**      **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- THUR., FEB. 14**      **4:30 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

**The following Boards/Commission have vacancies:** Commission to Assess Damages - Category A, Category B, Category C and Category D; Siouxland District Health

**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.*

## *The Running Total: Current Tax Rates for FY 19*

Certified budget March 15, 2018

Woodbury County: County-Wide  
\$7.26 / \$1,000

-\$0.15

Woodbury County: Rural Unincorporated  
\$9.51 / \$1,000

-\$0.86

# *The Running Total: Current Tax Rates for FY 20*

Proposed January 1, 2019 Tax Rates\*

Woodbury County: County-Wide  
\$7.57 / \$1,000

+\$0.31

Woodbury County: Rural Unincorporated  
\$10.01 / \$1,000

+\$0.50

*\*Total department budget requests including improvement items*

# *The Running Total: Current Tax Rates for FY 20*

After January 2, 2019 Adjustment

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

+\$0.26

-\$0.05

Woodbury County: Rural Unincorporated  
\$9.96 / \$1,000

+\$0.45

-\$0.05

# *The Running Total: Current Tax Rates for FY 20*

After January 8, 2019 Adjustment

Woodbury County: County-Wide  
\$7.49 / \$1,000

+\$0.23

-\$0.03

Woodbury County: Rural Unincorporated  
\$9.92 / \$1,000

+\$0.41

-\$0.04

**Running Tally Report for Tax Askings**  
**Proposed FY 2020**  
 Updated - January 9, 2019

**Tax Askings**

	<u>General Basic</u>	<u>General Supplemental</u>	<u>County Services (MH)</u>	<u>Debt Service</u>	<u>Rural Basic</u>	<u>Total Tax Asking Increase or (Decrease)</u>
December 28, 2019 - Starting Position	1,888,852	283,125	739,730	(811,343)	340,429	2,440,793
<b>Total Starting Tax Asking</b>	<b>1,888,852</b>	<b>283,125</b>	<b>739,730</b>	<b>(811,343)</b>	<b>340,429</b>	<b>2,440,793</b>
<b>Changes:</b>						
<b>January 2, 2019</b>						
Dept. of Human Services - Rev. Increase	(40,000)					(40,000)
Public Bidder	(1,000)					(1,000)
Board Expense	(1,000)					(1,000)
Board Administration	(2,000)					(2,000)
Juvenile Attorney Fees		(70,000)				(70,000)
Reduction in tax asking			(93,373)			(93,373)
<b>January 2, 2019</b>	<b>(44,000)</b>	<b>(70,000)</b>	<b>(93,373)</b>	<b>0</b>	<b>0</b>	<b>(207,373)</b>
						0
						0
Subtotal	1,844,852	213,125	646,357	(811,343)	340,429	2,233,420
<b>January 8, 2019</b>						
Conservation Parks Improvement Request	(153,072)					(153,072)
Conservation Naturalist Revenue	(1,000)					(1,000)
Election Administration		(250)				(250)
Recorder Revenue for GIS	(35,000)					(35,000)
<b>January 8, 2019</b>	<b>(189,072)</b>	<b>(250)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(189,322)</b>
						0
Subtotal	1,655,780	212,875	646,357	(811,343)	340,429	2,044,098



Running Tax Rate & Tax Asling Changes - FY20

Fund	Tax Rates			Tax Askings		
	Current Tax Rates FY 19	Proposed Starting Tax Rates FY 20	Proposed Tax Rate as of 1-9-19	Current Tax Askings FY19	Proposed Tax Askings FY 20 1-1-20	Proposed Tax Askings as of 1-9-19
General Basic	<b>3.69591</b>	4.03169	3.97957	<b>16,140,407</b>	18,029,259	17,796,187
General Supplemental	<b>2.65730</b>	2.65835	2.64264	<b>11,604,696</b>	11,887,821	11,817,571
County Service (Region)	<b>0.53132</b>	0.68429	0.66341	<b>2,320,330</b>	3,060,060	2,966,687
Debt Service	<u><b>0.37716</b></u>	<u>0.20098</u>	<u>0.20098</u>	<u><b>1,782,817</b></u>	<u>971,474</u>	<u>971,474</u>
Subtotal County Wide	<b>7.26169</b>	7.57531	7.4866	<b>31,848,250</b>	33,948,614	33,551,919
Rural Basic	<u><b>2.24345</b></u>	<u>2.43494</u>	<u>2.43494</u>	<u><b>2,767,165</b></u>	<u>3,107,594</u>	<u>3,107,594</u>
Total Townships Only	<b>9.50514</b>	10.01025	9.92154	<b>34,615,415</b>	37,056,208	36,659,513

Proposed Tax Askings by Fund For FY 2020

<u>Fund</u>	<u>FY19 Current Tax Askings</u>	<u>FY 20 Proposed Starting Tax Asking</u>	<u>Difference in Tax Asking</u>
General Basic	16,140,407	18,029,259	1,888,852
General Supplemental	11,604,696	11,887,821	283,125
County Services	2,320,330	3,060,060	739,730
Debt Service	1,782,817	971,474	(811,343)
Subtotal County-Wide	31,848,250	33,948,614	2,100,364
Rural Basic Services	2,767,165	3,107,594	340,429
Total Tax Askings	34,615,415	37,056,208	2,440,793

**JANUARY 8, 2019, SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, January 8, 2019 at 2:30 p.m. Board members present were Ung, De Witt, Radig, Taylor, and Pottebaum. Staff members present were Heather Satterwhite, Executive Secretary, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Resources Director, Dennis Butler, Budget/Tax Analyst, and Patrick Gill, Auditor/Clerk to the Board.

1. State of the Budget presentation by Dennis Butler. Copy filed.

2a. Motion by Taylor second by Ung to receive the Soil Conservation Administration allocation from Local Option Sales Tax proceeds as submitted. Carried 5-0.

Motion by Radig second Ung by to receive the Township Trustees budget as submitted. Carried 5-0.

b. Motion by Taylor second by Ung to receive the Conservation Administration budget as submitted. Carried 5-0.

Motion by Radig second by Taylor to receive the Conservation Parks budget reduced by \$153,072.00. Carried 5-0.

Motion by Taylor second by Radig to receive the Conservation Naturalist budget as submitted with an addition of \$1,000.00 of revenue. Carried 5-0.

Motion by Taylor second by Pottebaum to receive the Conservation Nature Center budget as submitted. Carried 5-0.

Motion by Radig second by De Witt to receive the Conservation REAP budget as submitted. Carried 5-0.

Motion by Taylor second by Radig to receive the Conservation Reserve budget as submitted. Carried 5-0.

c. Motion by Ung second by Pottebaum to receive the Auditor Recorder/Vital Statistics budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the Auditor Administration budget as submitted. Carried 5-0.

Motion by Taylor second by De Witt to receive the Auditor Election Administration budget and the Auditor Election General Election budget reduced by \$250.00. Carried 5-0.

Motion by Radig second by De Witt to receive the Auditor Election General Primary Election budget as submitted. Carried 5-0.

Motion by Radig second by Taylor to receive the Auditor Election School Elections budget as submitted. Carried 5-0.

Motion by Radig second by De Witt to receive the Auditor Election City General Elections budget as submitted. Carried 5-0.

Motion by Taylor second by Radig to receive the Auditor Election City Primary Elections budget as submitted. Carried 5-0.

Motion by Radig second by De Witt to receive the Auditor Recorder Management budget as submitted. Carried 5-0.

Motion by Radig second by De Witt to receive the Auditor Recorder Electronic Fees budget as submitted. Carried 5-0.

d. Motion by Pottebaum second by Radig to receive the Emergency Services budget as submitted. Carried 5-0.

Motion by Taylor second by Pottebaum to receive the Emergency Services – Animal Control budget as submitted. Carried 5-0.

Motion by Taylor second by Radig to receive the Emergency Services – EMS Loan Fund – Not Tax budget as submitted. Carried 5-0.

Motion by Radig second by Taylor to defer the Emergency Services – EMA Training – Non Tax budget as submitted. Carried 5-0.

Motion by Radig second by Taylor to receive the Emergency Services Paramedic Services budget as submitted. Carried 5-0.

e. Motion by Radig second by Taylor to receive the WCICC budget as submitted. Carried 5-0.

The Board recessed.

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

3. John Thomas from Hungry Canyons presented a report to the Board. Motion by Taylor second by Radig to receive the report from Hungry Canyons. Carried 5-0.

4. Motion by Radig second by Ung to approve the agenda for January 8, 2019. Carried 5-0. Copy filed.

9. Bid letting was held at 4:35 p.m. for County Farm Cash Lease located in Section 14 & 23, Township 88 N, Range 47 W, Woodbury Township. The bids are as follows:

Motion by Taylor second by De Witt to receive the bids for review and recommendation. Carried 5-0. Copy filed.

10. Bid letting was held at 4:40 p.m. for County Farm Cash Lease located in Section 1, Township 88 N, Range 43 W, Kedron Township. The bids are as follows:

Motion by Radig second by Taylor to receive the bids for review and recommendation. Carried 5-0. Copy filed.

Motion by De Witt second by Taylor to approve the following items by consent:

5. To approve minutes of the January 2, 2018 meeting. Copy filed.

6. To approve the claims totaling \$703,247.67. Copy filed.

7a. To approve lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continues tax suspension. Copy filed.

7b. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Steven Cook, parcel #884705110015, 4415 Garretson Ave, Sioux City.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,801  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Steven W. Cook, is the titleholder of property located at 4415 Garretson Ave., Sioux City, Woodbury County, Iowa, and legally described as follows:

**Parcel # 884705110015**

**GRANNIS PLACE LOT 9 BLOCK 4**

**WHEREAS**, Steven W. Cook, is the titleholder of the aforementioned property have petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

**WHEREAS**, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Woodbury County Board of Supervisors hereby grants the request for a suspension of taxes, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

**SO RESOLVED** this 8th day of January, 2019.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 8a. To approve the other of Rocky De Witt, Board Member, Board of Supervisors Dept., effective 1-02-19, \$34,062.65/year, -19%=-\$6,491.75/yr. From Board Chairman to Board Member.; the other of Keith Radig, Board Chairman, Board of Supervisors Dept., effective 1-02-19, \$40,554.40/year, 19%=-\$6,491.75/yr. From Board Vice Chair to Board Chairman.; the other of Jeremy Taylor, Board Vice Chair, Board of Supervisors, effective 1-02-19, \$34,062.65/year, 0%. From Board Member to Board Vice Chair.; and the reclassification of Theodore Karrer, Custodian, Building Services Dept., effective 1-15-19, \$18.69/hour, 3.5%=\$.64/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 1/Step 5. Copy filed.
- 8b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept., \$19.28/hour.; and P/T Courthouse Safety & Security Officer, County Sheriff Dept., Wage Plan comparability with AFSCME Courthouse: \$16.43-\$18.05/hour. Copy filed.

Carried 5-0.

- 11. Certificate of Appreciation was awarded to Karla Polley for the donation of blood. Copy filed.
- 12. Motion by Radig second by Ung to receive for signatures a Resolution of proclamation for "Slavery and Human Trafficking Prevention and Awareness Month". Carried 5-0.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,802  
PROCLAMATION**

**WHEREAS**, *the United States was founded upon the principle that all people are created with the unalienable right to freedom, and added the 13<sup>th</sup> amendment to the Constitution making slavery illegal; and*

**WHEREAS**, *slavery within the United States today is most often found in the form of forced labor and sex trafficking, which weakens our social fabric, increases violence and organized crime, and debases our humanity; and*

**WHEREAS**, *this problem is found even within our community; and*

**WHEREAS**, *every business, community organization, faith community, family and individual can make a difference by choosing products that are not made by forced labor; by working to protect our young people from sexual exploitation; by addressing the problems of internet sex trafficking and pornography; and by becoming more aware of the problem and possible solutions.*

**NOW, THEREFORE, Woodbury County Board of Supervisors, do hereby  
proclaim the month of January, 2019 as**

**"SLAVERY AND HUMAN TRAFFICKING PREVENTION  
AND AWARENESS MONTH"**

*in Woodbury County, Iowa and urge all citizens to become more familiar with the problem and to work towards solutions.*

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 13a. Motion by Taylor second by Radig to approve Chairman's 2019 liaison and committee assignments as amended. Carried 5-0. Copy filed.

Motion by Radig second by Taylor to approve a Creation/Change of Committee form as submitted by Ung for a Policy Review Committee. Carried 5-0.

- 13b. Eric Nelson, Merville, Dennis Rumohr, Merville, Dakin Schultz, Merville and Kurt Nash, Kingsley, addressed the Board about a proposal to shift funding from the Haskell Avenue Bridge project to a Merville Frontage Road project.

There was no action taken to shift funding from the Haskell Avenue Bridge project to a Merville Frontage Road project.

14. The Board heard reports on committee meetings.

15. There were no citizen concerns.

16. Board concerns were heard.

The Board adjourned the regular meeting until January 15, 2019.

Meeting sign in sheet. Copy filed.

Office Of The  
AUDITOR/RECORDER  
Of Woodbury County  
PATRICK F. GILL  
Auditor/Recorder

Court House – Rooms 103  
620 Douglas  
Sioux City, Iowa 51101  
Phone (712) 279-6702  
Fax (712) 279-6629



**AUDITOR'S QUARTERLY REPORT**

October 1, 2018 / December 31, 2018

Patrick F. Gill, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	October 1, 2018		
Payroll Taxes		522,855.50	
Other		341.75	
Total Beginning Balance			523,197.25
Receipts:			
Payroll Taxes		2,345,299.58	
Interest		387.84	
Other			
Total Receipts			2,345,687.42
Total Resources			2,868,884.67
Disbursements:			
Payroll Taxes		2,575,541.33	
Interest Paid to Treasurer		-	
Other			
Total Disbursements			2,575,541.33
Ending Cash Balance	December 31, 2018		
Payroll Taxes		292,613.75	
Other		729.59	
Total Ending Balance			293,343.34

I, Patrick F. Gill, County Auditor/Recorder of Woodbury County, Iowa, hereby certify the above to be a true and correct statement of the Receipts and Disbursements of the office of County Auditor for the 2nd Quarter ending 12/31/18.

\_\_\_\_\_  
Patrick F. Gill, County Auditor/Recorder

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

Date: 1/10/19 Weekly Agenda Date: 1/15/19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas

**WORDING FOR AGENDA ITEM:**

Authorize Chairman to sign Separation Agreement and Release.

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Separation Agreement and Release between Patricia Erickson-Puttman and Woodbury County, IA.

**BACKGROUND:**

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

Approve the motion.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the Separation Agreement and Release between Patricia Erickson-Puttman and Woodbury County, IA.



HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 15, 2019

\* PERSONNEL ACTION CODE:  
 A- Appointment                      R- Reclassification  
 T - Transfer                            E- End of Probation  
 P - Promotion                         S - Separation  
 D - Demotion                          O - Other

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Gaul, Anthony	County Sheriff	3-18-11	Sheriff Reserve Officer	\$1.00/year		A	Per Iowa Code 80D.11.
Erickson-Puttmann, Patty	Sioux Rivers	12-31-18	MHDS Service Coordinator	\$101,306.59/year	20%= \$17,378.75/yr	R	Other.
Vanderlinden, Dan	County Attorney	1-18-19	P/T Asst. County Attorney			S	Resignation.
Jensen, Alexander	County Sheriff	1-29-19	Civilian Jailer	\$20.06/hour	4%=\$.78/hr	R	Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2.
Erickson-Puttmann, Patty	Sioux Rivers	6-30-19	MHDS Service Coordinator			S	Resignation.

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

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County  
**FROM:** Melissa Thomas, Human Resources Director  
**SUBJECT:** Memorandum of Personnel Transactions  
**DATE:** January 15, 2019

For the January 15, 2019 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. County Sheriff Reserve Officer, Appointment.
2. Sioux Rivers MHDS Service Coordinator, Salary Change.
3. County Attorney P/T Asst. County Attorney, Resignation.
4. County Sheriff Civilian Jailer, from Class 3 to Class 2.
5. Sioux Rivers MHDS Service Coordinator, Resignation.

Thank you

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance       Approve Resolution       Approve Motion

Public Hearing       Other: Informational       Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes       No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY  
FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway Carroll Ave  
Address 426 LAKE AVE STORM LAKE Township 89 N  
City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 22 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R 46 W

Plans Prepared By KILLION COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No

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

Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
\_\_\_\_\_ overhead  underground

Proposed Method of Installation

\_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
\_\_\_\_\_ open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin Melohn Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioux City Ia

PROPOSED PED #: 1232-2

N. 336479 NODE#: 28

ACTUAL PED #: cannot read

GPS COORDINATES: LAT: 42.518614 (IN DECIMALS)  
LON: -96.272442 (IN DECIMALS)

POWER POLE #: not stenc.

SITE ADDRESS: 1269 1/2 Carroll Ave

FOOTAGE TO PWR: approx 168'

DISTANCE TO CLOSEST  
911 ADDRESS: 80' to North opposite side of Rd.

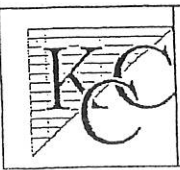
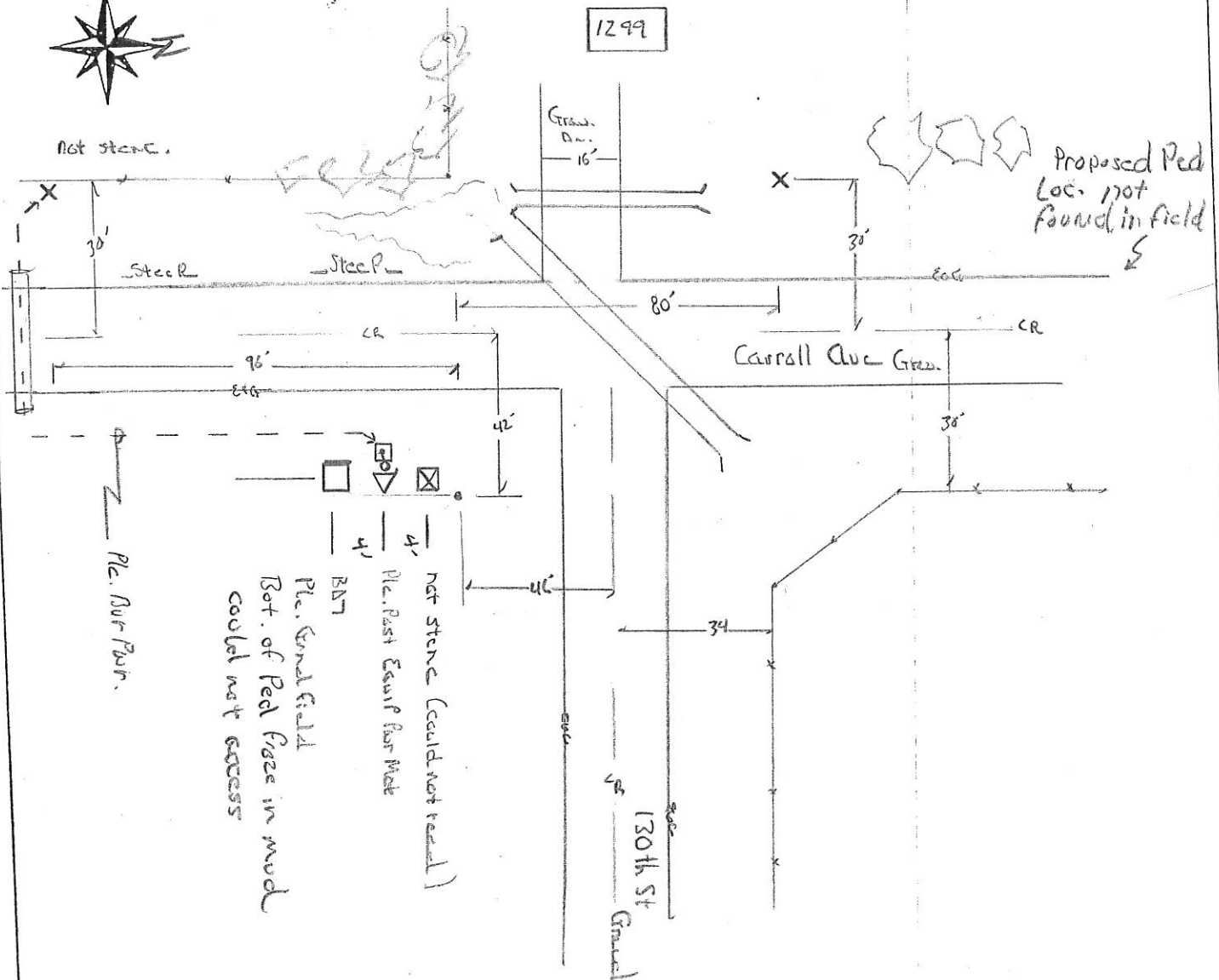
POWER COMPANY: MEC

ADDRESS: 1299 Carroll Ave

BORE REQUIRED: Yes 50' FTG

COUNTY: Woodbury  
SEC: 22 TWSHP: 89N RGE: 46W

PVT RW REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	<u>B. Hinc</u>
SHEET:	
DATE:	<u>2-14-18</u>
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway Charles Ave  
 Address 426 LAKE AVE STORM LAKE Township 89N  
 City of \_\_\_\_\_  
 Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 2 1/4 of 1/4 Sec  
 Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R 46 W  
 Plans Prepared By KILLION COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No  
 Map Showing Location Enclosed \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
 \_\_\_\_\_ overhead  underground  
 Proposed Method of Installation  
 \_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
 \_\_\_\_\_ open cut  plow  
 Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin Melohn Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman) Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer) Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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



2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.
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4. The Applicant shall hold the County and the Board of Supervisors harmless from any damages that may result to said highway because of the construction or maintenance of said facilities and shall reimburse the County or the Board of Supervisors for any expenditures that the County or the Board of Supervisors may have to make on said roads on account of replacement of surfacing gravel and bridge and culvert repairs.
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6. The Applicant will at any time subsequent to placing the facilities, and at the Applicant's expense, relay, replace, alter, change, reconstruct, or relocate its overhead and/or buried facilities and appurtenances thereto as may become necessary to conform to new grades, alignment, or widening right-of-way, resulting from maintenance or construction operations by the County Board of Supervisors irrespective of whether or not additional right-of-way is acquired in connection with such road improvements. The Applicant agrees to do this within ninety (90) days written notice from the Board of Supervisors, and without cost to the County. If the Applicant is unable to comply within said ninety (90) days, the Board of Supervisors may cause the work to be done and the Applicant will pay the cost thereof upon receipt of statement.
7. All work shall be done in a workmanlike manner; the surrounding ground, slopes, and ditch bottoms shall be reshaped to conform to the area and left in a neat condition satisfactory to the County Engineer. All areas where sod has been damaged or destroyed shall be re-seeded.
8. The Applicant shall notify the County Board of Supervisors at least forty-eight (48) hours in advance of the Applicant's intention of starting work covered by this permit on the road right-of-way. Said notice shall be in writing to the County Engineer.
9. Applicant, its' successors, grantees and assigns shall and hereby agrees to assume all responsibility, risks and liabilities for all accidents and damages that may occur to persons and/or property on account of the work done under this permit, and to this end, indemnify and hold the County and all authorized representatives thereof harmless from any and all claims, damages, losses, and expense including judgements, costs and including attorney's fees, for personal injuries (including death) or property damage arising or resulting from the activities of the Applicant in connection herewith, now and at all times in the future.
10. It is understood that this permit is issued only insofar as Woodbury County has jurisdiction and does not presume to release the Applicant from fulfilling any existing statutes relating to the installation, construction and operation of said facilities.
11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.
12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

~~1~~

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioxx City Ia.

PROPOSED PED #: 1205 - 5

N. 336475 NODE#: 26

ACTUAL PED #: 1205 - 5

GPS COORDINATES: LAT: 42.555314 (IN DECIMALS)  
LON: -96.253139 (IN DECIMALS)

POWER POLE #: 5-2-10.0-1.6

SITE ADDRESS: 1052 1/2 Charles Ave

FOOTAGE TO PWR: '

DISTANCE TO CLOSEST  
911 ADDRESS: 100' south of site same side rd

POWER COMPANY: Woodbury Co REC

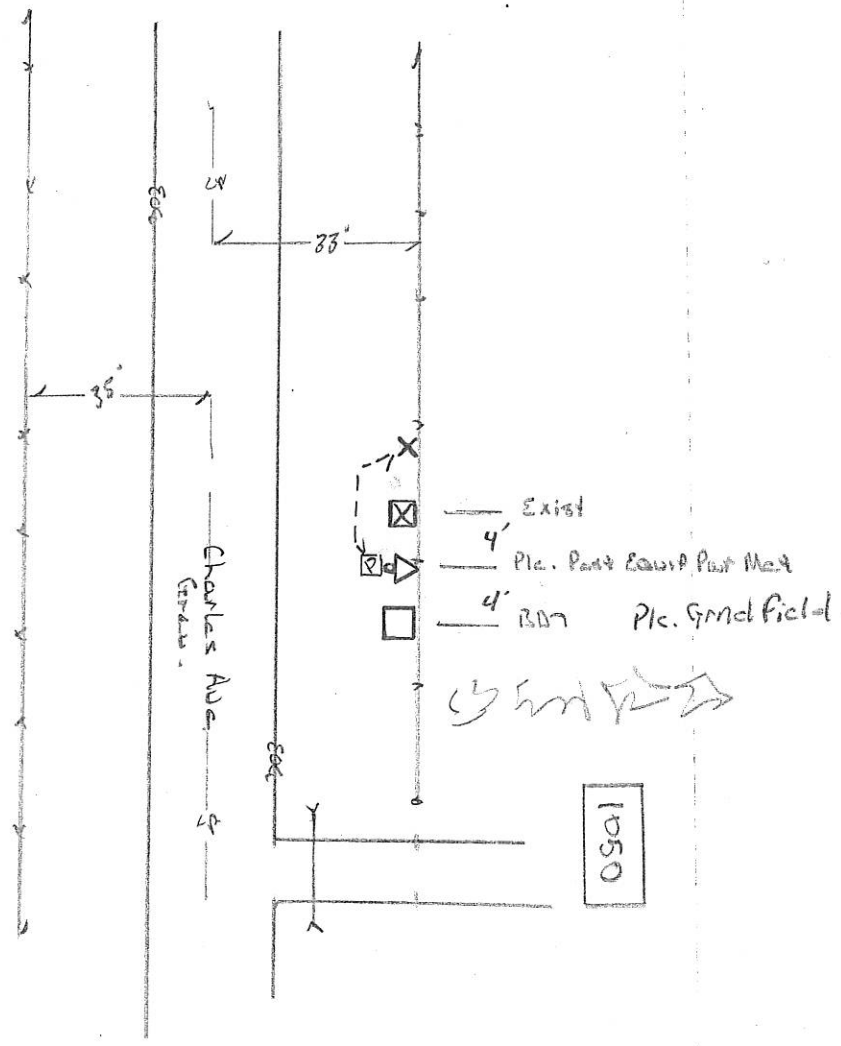
ADDRESS: 1050 Charles Ave

BORE REQUIRED: No FTG

COUNTY: Woodbury

PVT RW REQUIRED: No

SEC: 2 TWSHP: 89N RGE: 46W



	<b>CENTURYLINK NODE VERIFICATION FOR CAF</b>	DRAWN BY: <u>B Hinc</u>
		SHEET: <u></u>
		DATE: <u>2-14-18</u>
		SCALE: <u></u>

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway Carroll Ave  
Address 426 LAKE AVE STORM LAKE Township 89N  
City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 9 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 89N N, R 46 W  
Plans Prepared By KILLION COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No

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

Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
\_\_\_\_\_ overhead  underground

Proposed Method of Installation

\_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
\_\_\_\_\_ open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin McLoon Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman) Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer) Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.
12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

~~X~~

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sieck City Ia

PROPOSED PED #: 1203 / 6

N. 33473 NODE#: 25

ACTUAL PED #: 1203 / 6

GPS COORDINATES: LAT: 42.547390 (IN DECIMALS)  
LON: -96.273255 (IN DECIMALS)

POWER POLE #: not steel

SITE ADDRESS: 1698 1/2 110th St

FOOTAGE TO PWR: approx 140'

DISTANCE TO CLOSEST  
911 ADDRESS: across Rd. from site to North

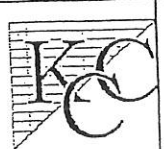
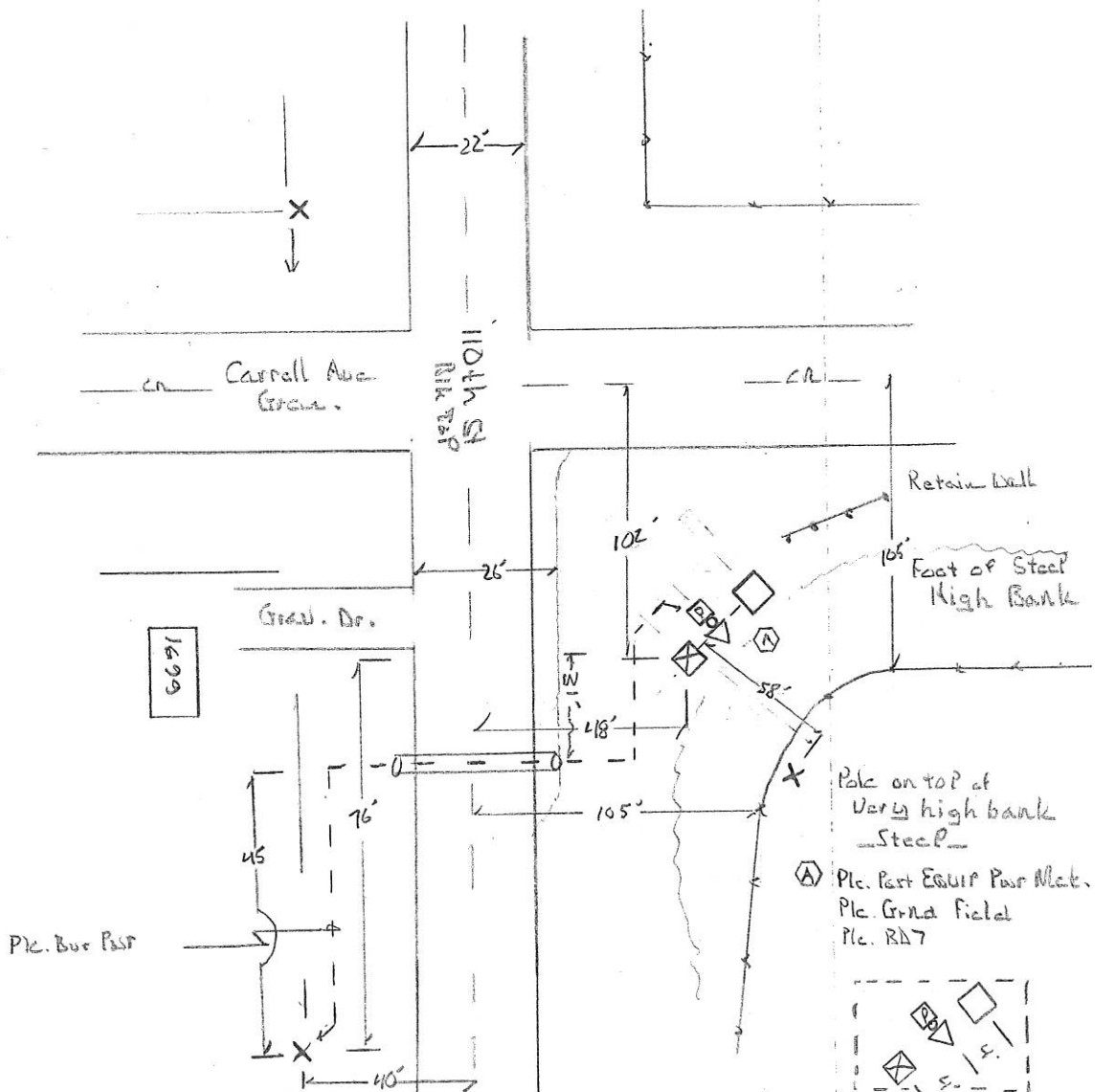
POWER COMPANY: Woodbury Co. REC

ADDRESS: 1699 110th St.

BORE REQUIRED: Yes 50' FTG

COUNTY: Woodbury  
SEC: 9 TWSHP: 89N RGE: 46W

PVT R/W REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	<u>B. Hine</u>
SHEET:	
DATE:	<u>2-14-18</u>
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

U. 336471

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway 110th ST  
Address 426 LAKE AVE STORM LAKE Township 89N  
City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 6 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 8N N, R 46 W

Plans Prepared By KILLION COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No

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

Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
\_\_\_\_\_ overhead  underground

Proposed Method of Installation

\_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
\_\_\_\_\_ open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin McLaughlin Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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



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

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioux City Ia

PROPOSED PED #: X 1461 110th St

N. 336471 NODE#: 24

ACTUAL PED #: 1461 110th St.

GPS COORDINATES: LAT: 42.547198 (IN DECIMALS)  
LON: 96.321054 (IN DECIMALS)

POWER POLE #: Pod Mount P1340

SITE ADDRESS: 1461 1/2 110th St

FOOTAGE TO PWR: approx 130'

DISTANCE TO CLOSEST  
911 ADDRESS: 40' to East of Site opposite Side of Rd

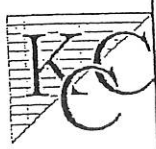
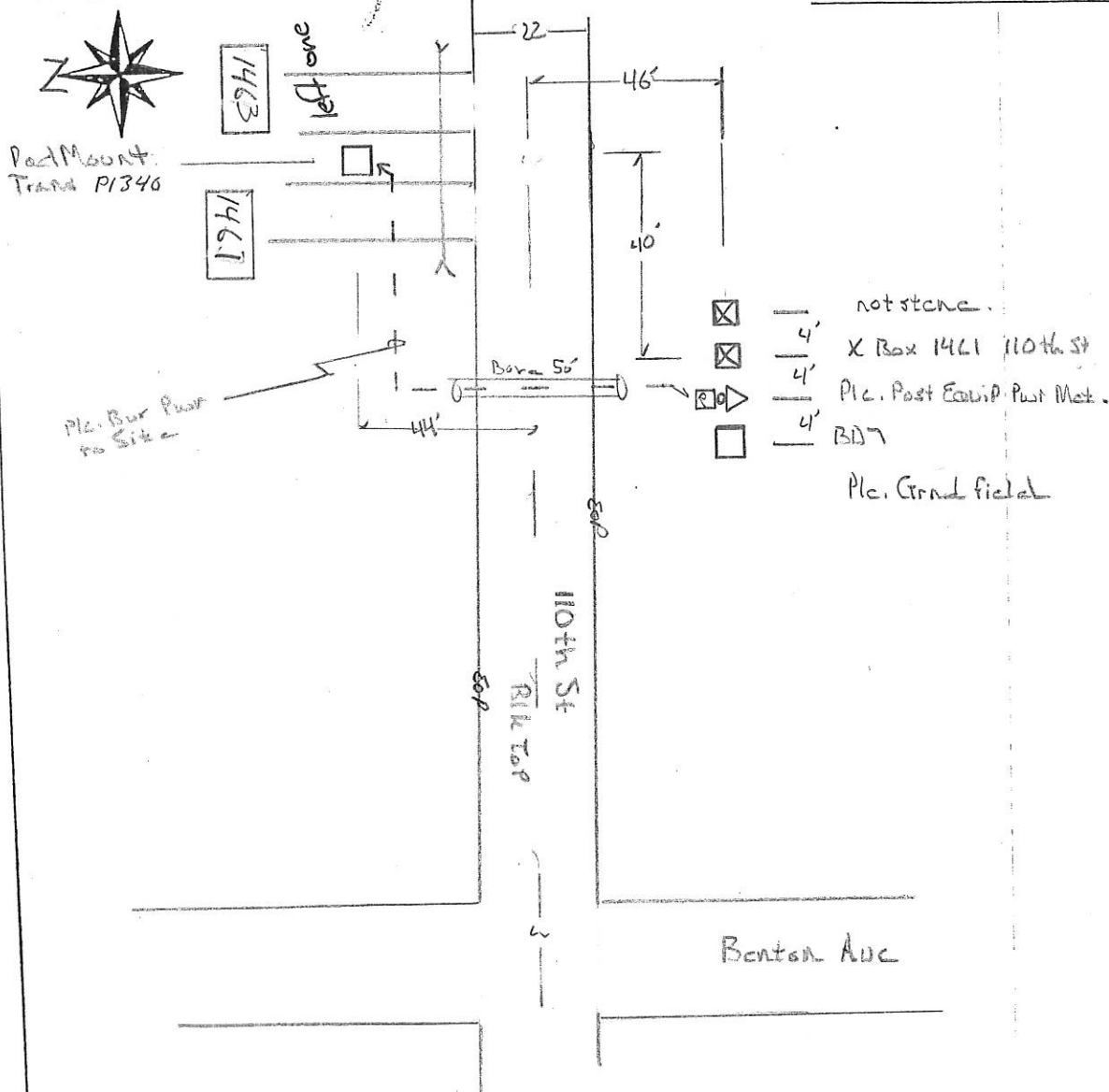
POWER COMPANY: Woodbury Co REC

ADDRESS: 1461 110th St

BORE REQUIRED: Yes 50' FTG

COUNTY: Woodbury  
SEC: 6 TOWNSHIP: 89N RGE: 46W

PVT RW REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	<u>B. Hine</u>
SHEET:	
DATE:	<u>2-14-18</u>
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway 120<sup>th</sup> Ave  
 Address 426 LAKE AVE STORM LAKE Township 89N  
 City of \_\_\_\_\_  
 Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 11 1/4 of 1/4 Sec  
 Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R 46W  
 Plans Prepared By KILLIAN COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No  
 Map Showing Location Enclosed \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
 \_\_\_\_\_ overhead  underground  
 Proposed Method of Installation  
 \_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
 \_\_\_\_\_ open cut  plow  
 Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin McLaughlin Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman) Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer) Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioux City Ia

N. 336482 NODE#: 29

GPS COORDINATES: LAT: 42.533281 (IN DECIMALS)  
LON: -96.242454 (IN DECIMALS)

SITE ADDRESS: 1887 1/2 120th St

DISTANCE TO CLOSEST  
911 ADDRESS: 830' to East of Site Opposite side Rd

ADDRESS: 1860 120th St.

COUNTY: Woodbury  
SEC: 11 TWSHP: 89N RGE: 46W

PROPOSED PED #: 1225 / 2

ACTUAL PED #: 1225 / 2 LP7

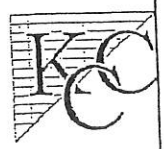
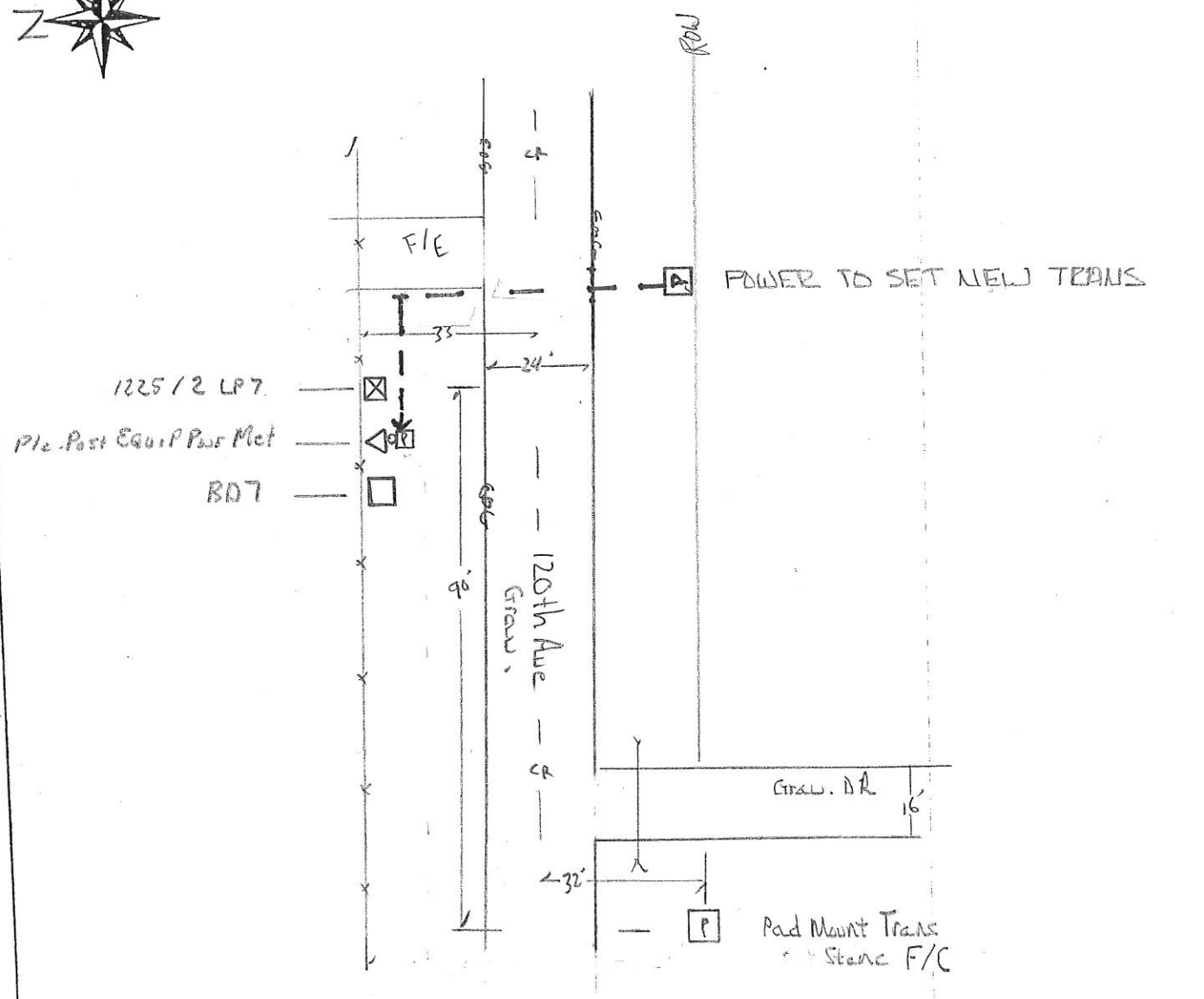
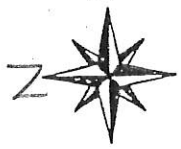
POWER POLE #: Pad Mount Trans F/C

FOOTAGE TO PWR: approx 155'

POWER COMPANY: Woodbury Co. REC

BORE REQUIRED: Yes 50' FTG

PVT RW REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	B. Hine
SHEET:	
DATE:	2-14-18
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway 120th St  
Township 89 N  
Address 426 LAKE AVE STORM LAKE City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 7 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R 46 W

Plans Prepared By KILLIAN COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No

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

Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
\_\_\_\_\_ overhead  underground

Proposed Method of Installation

\_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
\_\_\_\_\_ open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin Melohn Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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



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12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioux City, Ia

PROPOSED PED #: 5901 41st St.

N. 337071 NODE#: 22

ACTUAL PED #: CP5901/41-1221-2

GPS COORDINATES: LAT: 42.539986 (IN DECIMALS)  
 LON: -96.331841 (IN DECIMALS)

POWER POLE #: Pad Mount Transformer

SITE ADDRESS: 1221 Barker Ave

FOOTAGE TO PWR: approx 50'

DISTANCE TO CLOSEST 911 ADDRESS: 120' to North of Site same side of Rd.

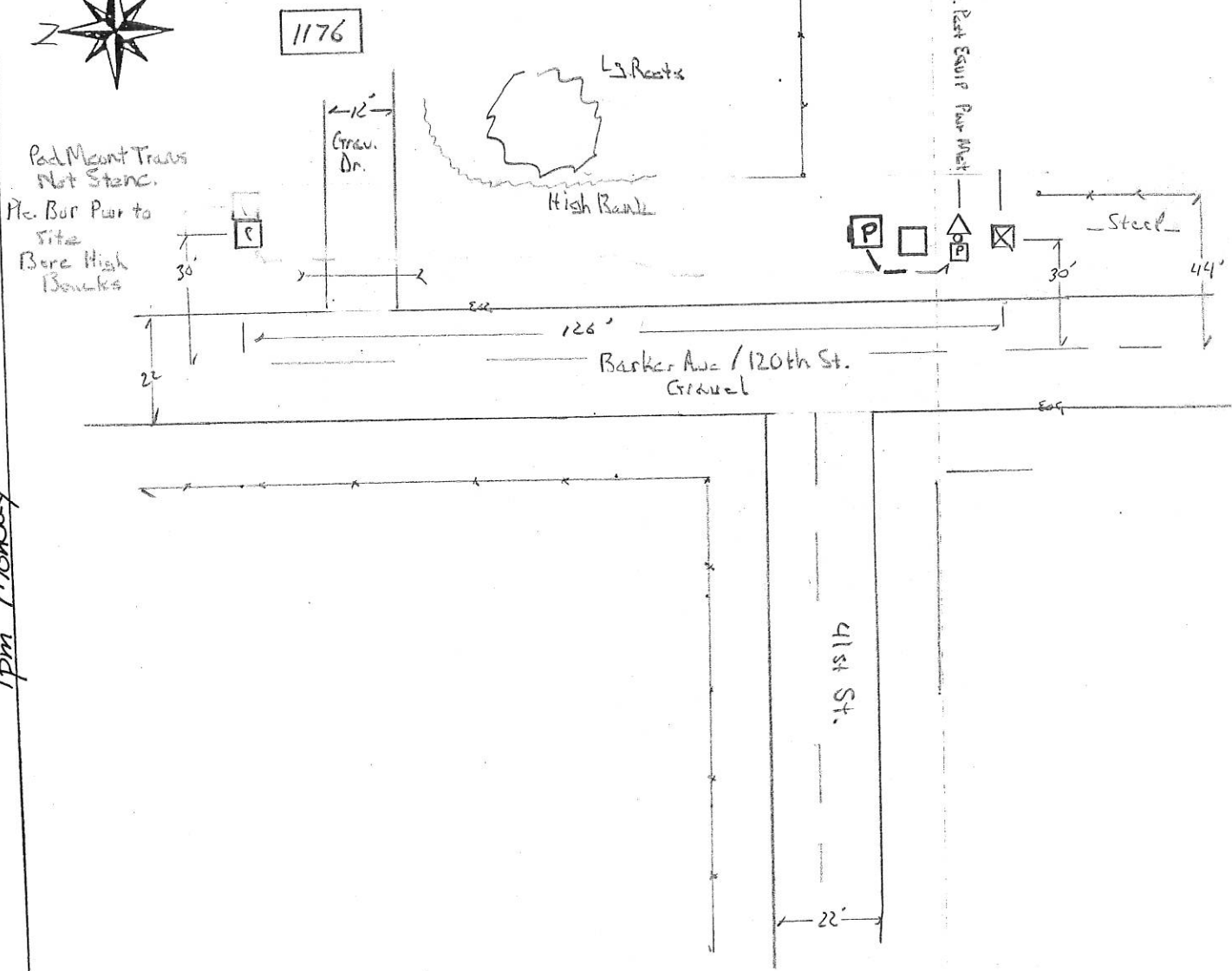
POWER COMPANY: Woodbury Co. REA

ADDRESS: 1176 Barker Ave

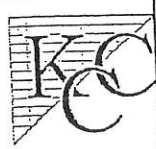
BORE REQUIRED: No FTG

COUNTY: Woodbury  
 SEC: 7 TWSHP: P9N RGE: 46W

PVT RW REQUIRED: No



1pm Monday



CENTURYLINK NODE VERIFICATION FOR CAF

DRAWN BY:	<u>B. Hinc</u>
SHEET:	
DATE:	<u>2-14-18</u>
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**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:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway 120th St  
Address 426 LAKE AVE STORM LAKE Township 89N  
City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 8 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R46 W

Plans Prepared By KILLIGN COMMUNICATIONS Copy Enclosed  Yes \_\_\_\_\_ No

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

Utility Location is \_\_\_\_\_ cross right-of-way \_\_\_\_\_ parallel to right-of-way  
\_\_\_\_\_ overhead  underground

Proposed Method of Installation

\_\_\_\_\_ tunnel \_\_\_\_\_ suspend on poles \_\_\_\_\_ cased  
 jack & bore \_\_\_\_\_ suspend on towers  trench  
\_\_\_\_\_ open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin Melohn Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman)

Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer)

Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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

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

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Sioux City Ia

PROPOSED PED #: X RS 1222 14

N. 336469 NODE#: 23

ACTUAL PED #: 1222 / 14

GPS COORDINATES: LAT: 42.534613 (IN DECIMALS)  
LON: .96.305586 (IN DECIMALS)

POWER POLE #: Paul Mount not stone

SITE ADDRESS: 1548 1/2 120th St

FOOTAGE TO PWR: approx 256'

DISTANCE TO CLOSEST  
911 ADDRESS: 225' to East of Site

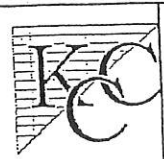
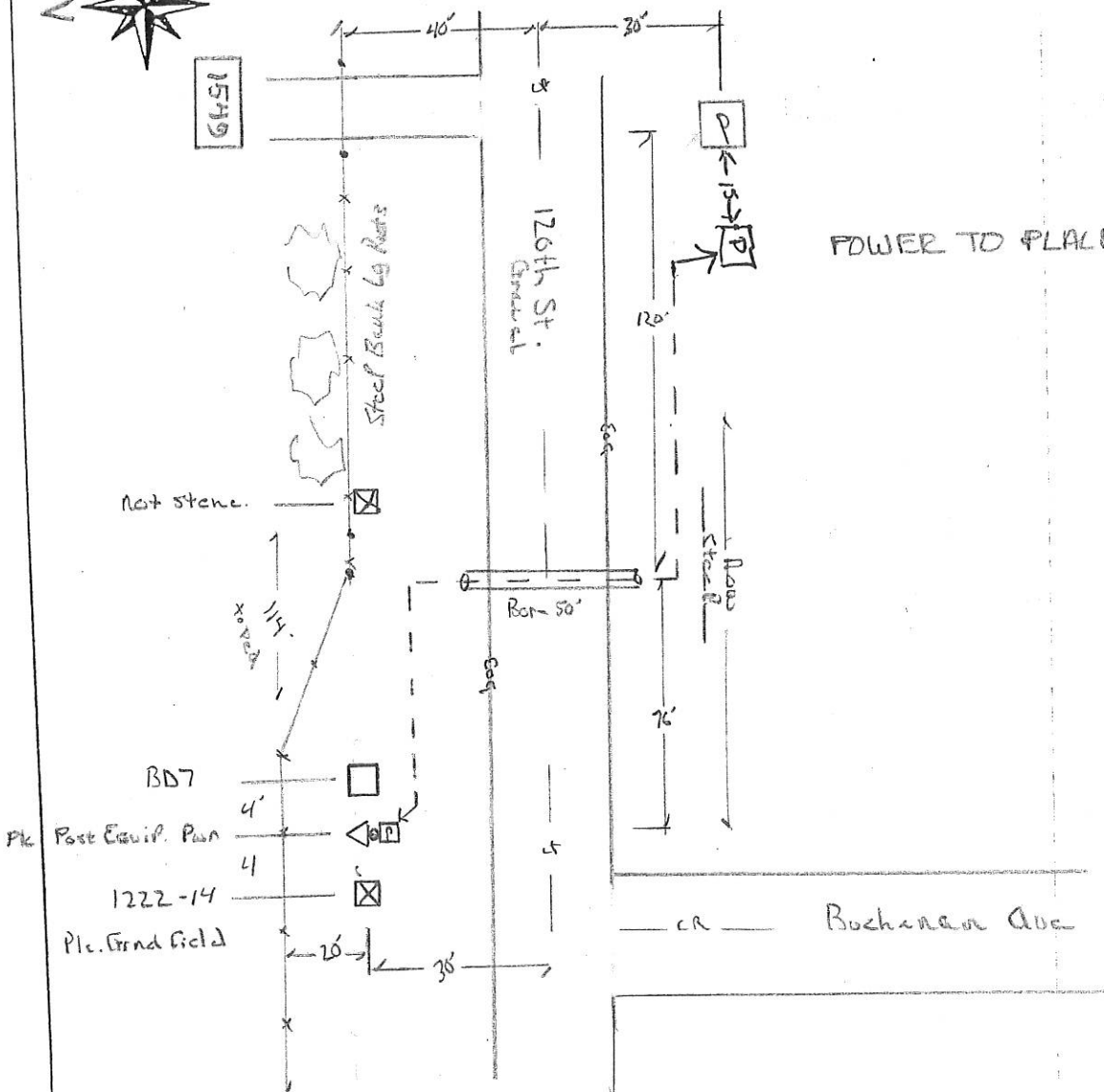
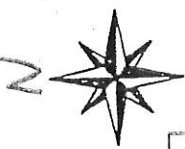
POWER COMPANY: Woodbury Co. REA

ADDRESS: 1549 120th St.

BORE REQUIRED: Yes 50' FTG

COUNTY: Woodbury  
SEC: 8 TWSHP: 89N RGE: 46W

PVT RW REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	B. Hine
SHEET:	
DATE:	2-14-18
SCALE:	

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

Date: 01/9/2019 Weekly Agenda Date: 01/15/2019

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

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for work in the county right of way

**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:**

Century Link has requested a permit to work in the right of way to install new electrical service line and pedestal.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:**

No impact.

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

Yes  No

**RECOMMENDATION:**

Recommend approval of the permits for Century Link .

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for Century Link and to direct the chair to sign the permits.

N. 336477

Woodbury County Permit No. \_\_\_\_\_

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name CENTURY LINK Highway Carroll Ave  
Address 426 LAKE AVE STORM LAKE Township 89 N  
City of \_\_\_\_\_

Office Phone 712-732-8348 Local Phone 712-560-5105 Section: 9 1/4 of 1/4 Sec

Type of Utility Installation FIBER OPTIC + POWER CABLE T 89 N, R 46 W

Plans Prepared By KILLION COMMUNICATIONS Copy Enclosed  Yes  No

Map Showing Location Enclosed  Yes  No

Utility Location is  cross right-of-way  parallel to right-of-way  
 overhead  underground

Proposed Method of Installation

tunnel  suspend on poles  cased  
 jack & bore  suspend on towers  trench  
 open cut  plow

Estimated Starting Date ASAP Estimated Restoration Date 7/1/19

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Justin Melohn Title Eng II  
(Signature of Authorized Utility Representative) Date 12/26/18

PERMIT APPROVAL BY PERMITTING AUTHORITY

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

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Board Chairman) Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Woodbury County Engineer) Date \_\_\_\_\_

Other Special Provisions:

Permit Provisions and Conditions of Issuance

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



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

FILL IN ALL OF THE BLANKS:

EXCHANGE NAME: Siox City Ia

PROPOSED PED #: Red Carroll / 120th St

N. 336477 NODE#: 27

ACTUAL PED #: 1223

GPS COORDINATES: LAT: 42.533209 (IN DECIMALS)  
LON: -96.272979 (IN DECIMALS)

POWER POLE #: not stenc

SITE ADDRESS: 1197 1/2 Carroll Ave

FOOTAGE TO PWR: 180'

DISTANCE TO CLOSEST  
911 ADDRESS: 300' to south of Site Same Side Rd

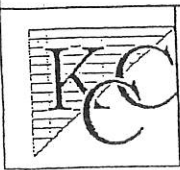
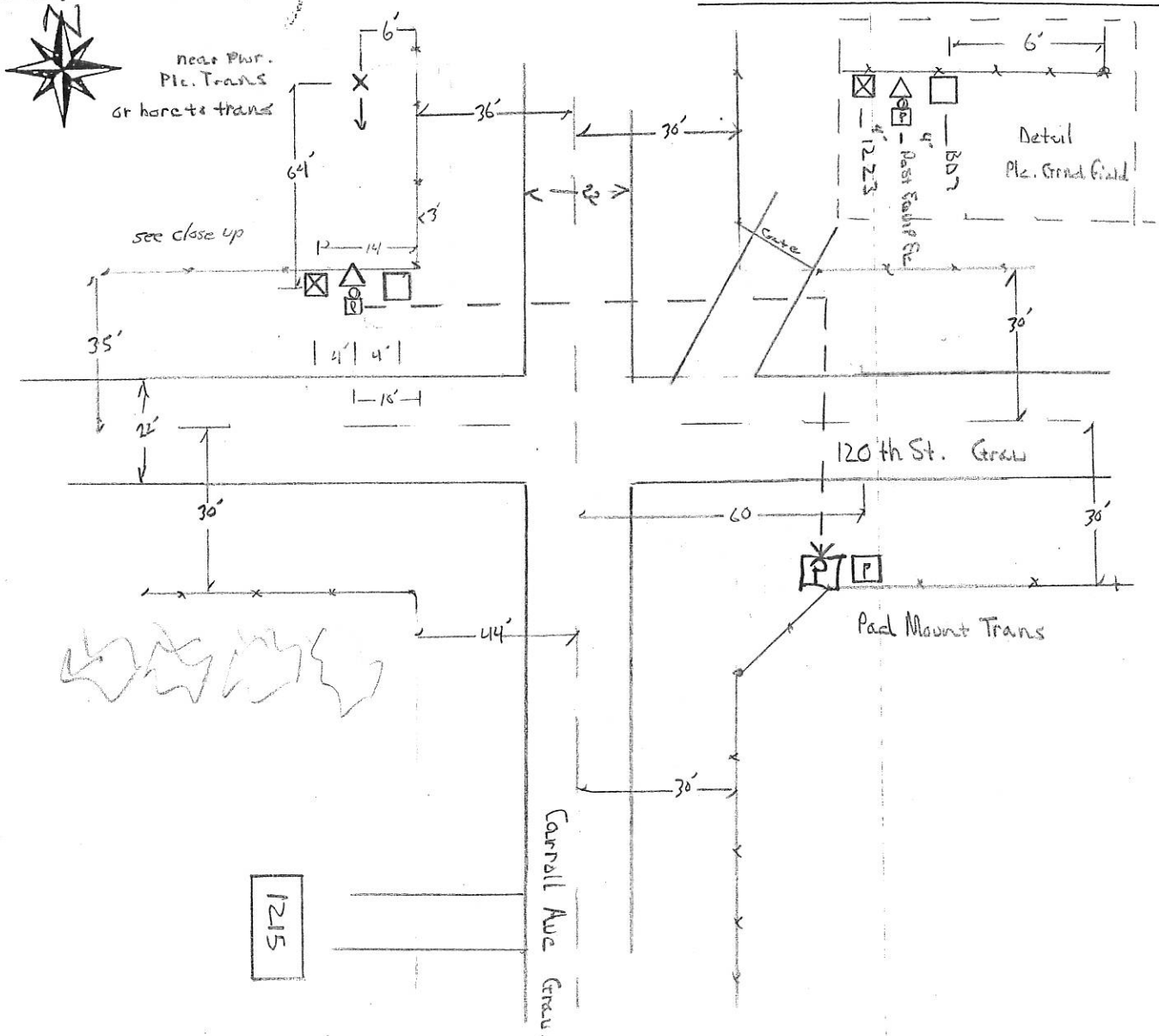
POWER COMPANY: Woodbury Co. REC

ADDRESS: 1215 Carroll Ave

BORE REQUIRED: Yes 80' FTG

COUNTY: Woodbury  
SEC: 9 TWSHP: 89N RGE: 46W

PVT RW REQUIRED: No



CENTURYLINK NODE  
VERIFICATION FOR CAF

DRAWN BY:	<u>B. Hinc</u>
SHEET:	
DATE:	<u>2-14-18</u>
SCALE:	

**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcels #894729177013**

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

**Lot Four (4) in Block Fourteen (14), Tredway's Addition, City of Sioux City, Woodbury County, Iowa  
(423 Myrtle Street)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **15<sup>th</sup> Day of January, 2019 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **15<sup>th</sup> Day of January, 2019**, 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 \$220.00** 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 2<sup>nd</sup> Day of January, 2019.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Chairman

REQUEST FOR MINIMUM BID

Name: Marrill Tomlinson Date: 9/21/17  
Address: 426 Isabella St. Phone: 712-212-3008  
712-251-0898

Address or approximate address/location of property interested in:  
423 Myrtle Street

GIS PIN # 894729177013

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

Legal Description:  
Lot 4 Block 14, Tredways Addition,  
City of Sioux City, Woodbury County,  
Iowa

Tax Sale #/Date: 6/20/14 #828 Parcel # 512580

Tax Deeded to Woodbury County on: 12/11/18

Current Assessed Value: Land \$7,200 Building ∅ Total \$7,200

Approximate Delinquent Real Estate Taxes: \$512-

Approximate Delinquent Special Assessment Taxes: \$572-

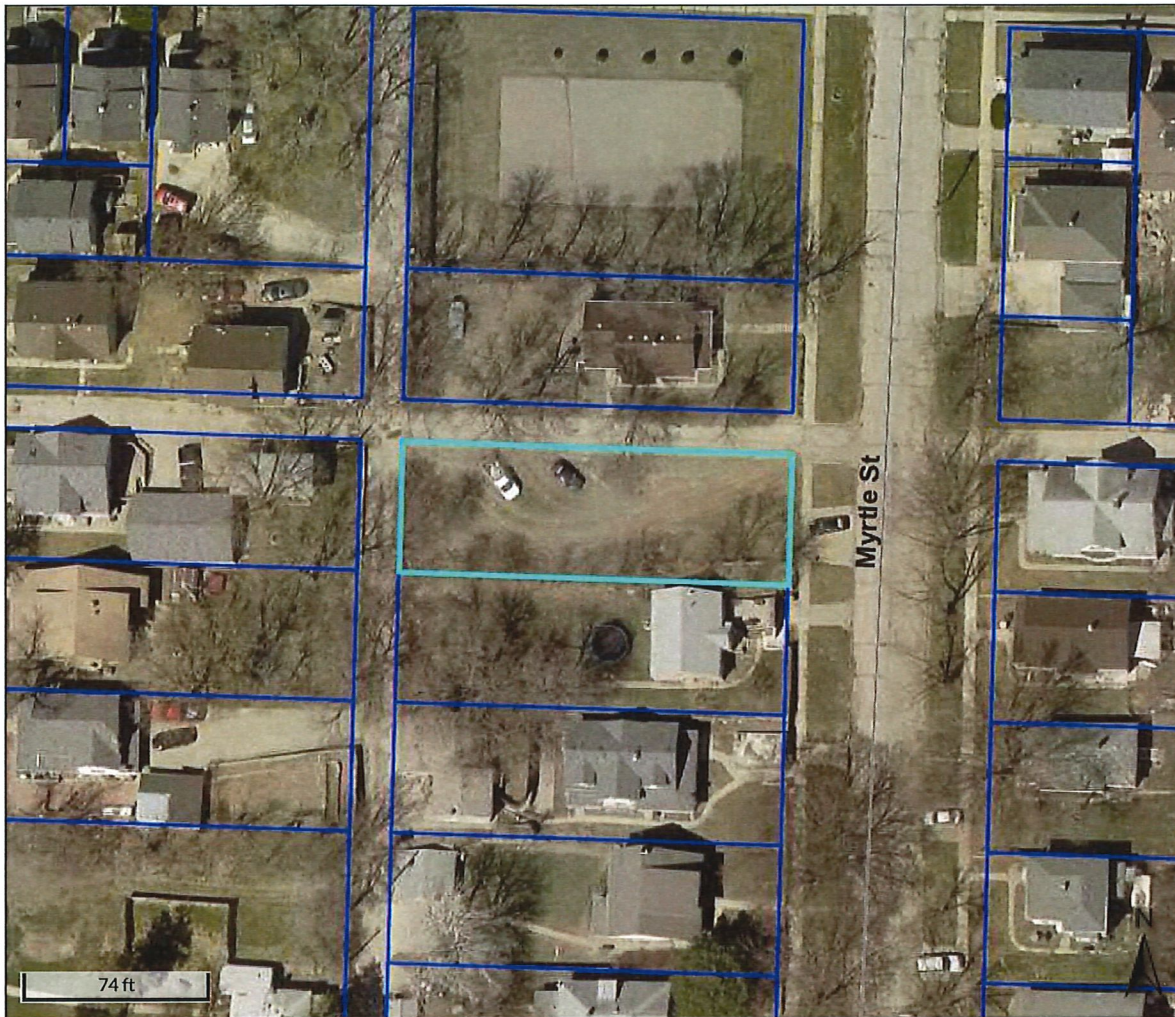
\*Cost of Services: \$120-

Inspection to: Matthew Ong Date: 9/21/17

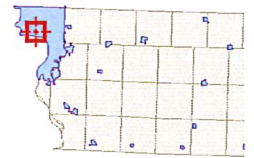
Minimum Bid Set by Supervisor: \$100 plus \$120 for cost of services  
Total: \$220

Date and Time Set for Auction: \_\_\_\_\_

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



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

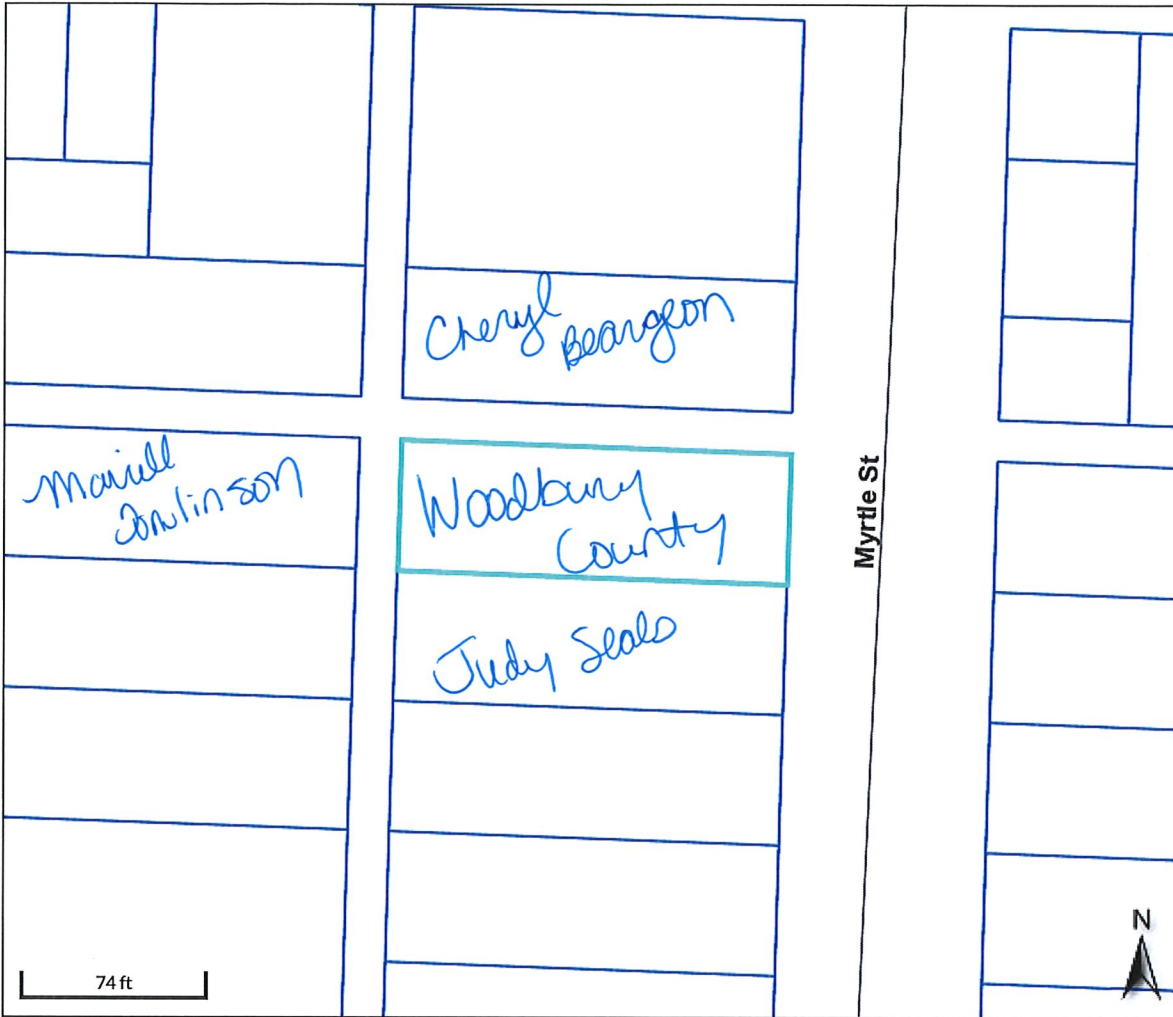
Parcel ID	894729177013	Alternate ID	512580	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	423 MYRTLE ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	TREDWAYS LOT 4 BLK 14				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 12/28/2018  
 Last Data Uploaded: 12/27/2018 6:49:43 PM

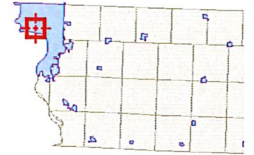
Developed by  **Schneider**  
 GEOSPATIAL



# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894729177013	Alternate ID	512580	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	423 MYRTLE ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	TREDWAYS LOT 4 BLK 14				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 12/28/2018  
 Last Data Uploaded: 12/27/2018 6:49:43 PM

Developed by Schneider  
 GEOSPATIAL

**RESOLUTION #**

**NOTICE OF PROPERTY SALE**

**Parcel #894721451009**

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

**Lot Nine (9), except West Two Hundred Fifty (W 250) feet thereof, and the East Ten (E 10) feet of West Two Hundred Fifty (W 250) feet thereof, in Block Two (2), Kirk's Addition to Sioux City, in the County of Woodbury and State of Iowa  
(836 17<sup>th</sup> Street)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **15<sup>th</sup> Day of January, 2019 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 on the **15<sup>th</sup> Day of January, 2019**, immediately following the closing of the public hearing to the **City of Sioux City only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to the **City of Sioux City only for consideration of \$227.00 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 2<sup>nd</sup> Day of January, 2019

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

---

Patrick F. Gill  
Woodbury County Auditor  
and Recorder

---

Chairman

**REQUEST FOR MINIMUM BID**

Name: Cheryl Reynolds Date: 5-30-18

Address: City of Sioux City Phone: \_\_\_\_\_

Address or approximate address/location of property interested in:  
836 17<sup>th</sup> St.

GIS PIN # 894721451009

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

Legal Description:  
Kirks Ex. W250ft Lot 9 + E 10ft W250ft. Lot 9 Block 2

Tax Sale #/Date: #1159 6/19/06 Parcel # \_\_\_\_\_

Tax Deeded to Woodbury County on: 11/20/18

Current Assessed Value: Land \$100 Building — Total \$100

Approximate Delinquent Real Estate Taxes: \$229.00

Approximate Delinquent Special Assessment Taxes: \$1010.00

\*Cost of Services: \$127

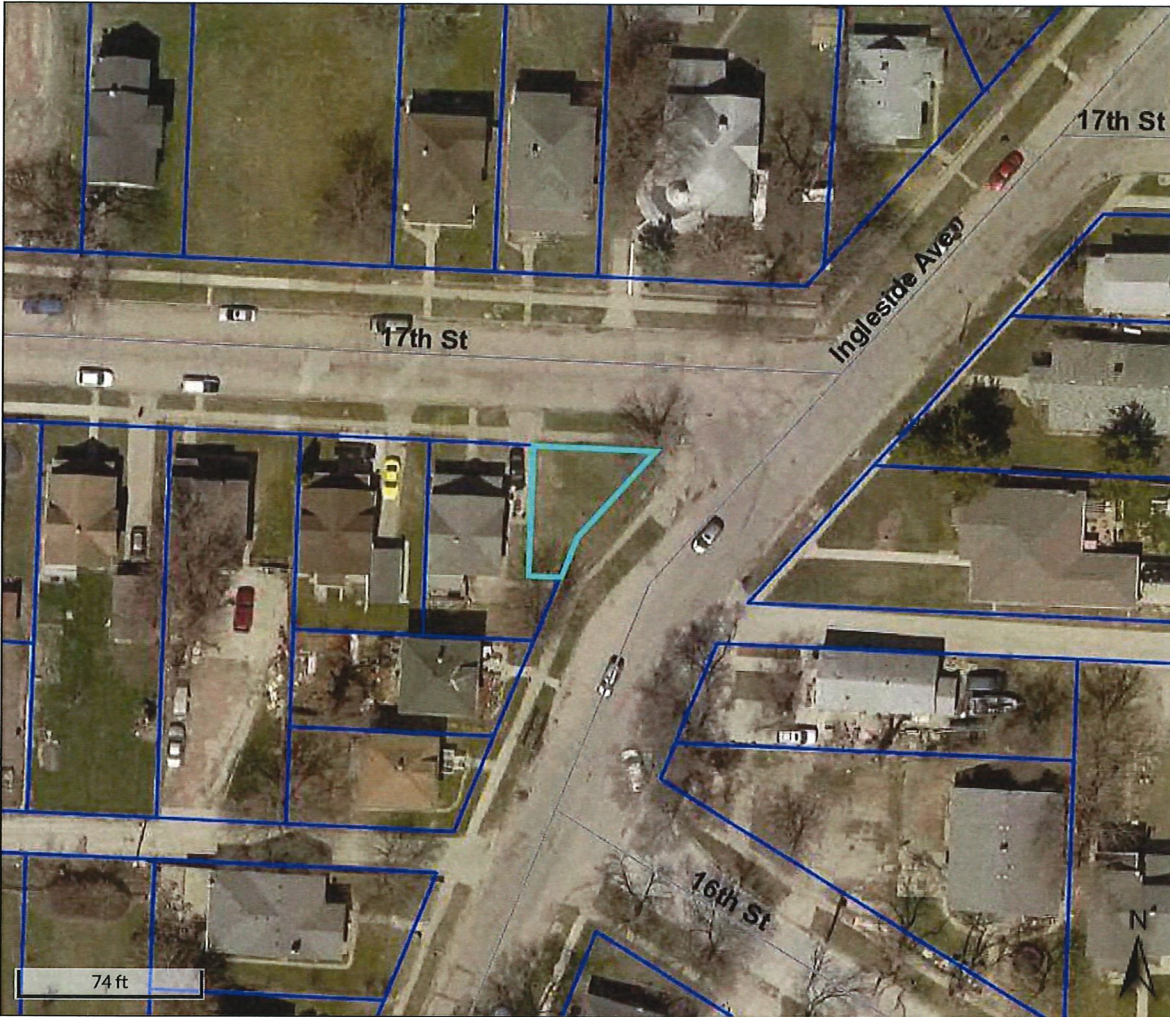
Inspection to: Rocky Delwitt Date: 6-7-18

Minimum Bid Set by Supervisor: \$100.00 PLUS costs of \$127 min. bid

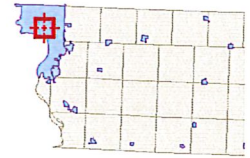
Date and Time Set for Auction: January 2<sup>nd</sup> @ 4:37 total: \$227

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





Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

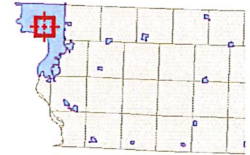
Parcel ID	894721451009	Alternate ID	286170	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	836 17TH ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	KIRKS EX W 250 FT LOT 9 & E 10 FT W 250 FT LOT 9 BLK 2				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 12/28/2018  
 Last Data Uploaded: 12/27/2018 6:49:43 PM

Developed by  Schneider  
 GEOSPATIAL



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894721451009	Alternate ID	286170	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	836 17TH ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	KIRKS EX W 250 FT LOT 9 & E 10 FT W 250 FT LOT 9 BLK 2				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 12/28/2018  
 Last Data Uploaded: 12/27/2018 6:49:43 PM

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

**#11**

Date: 01/11/2019 Weekly Agenda Date: 01/15/2019

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas

**WORDING FOR AGENDA ITEM:**

Approval of the Tentative Agreement Deputies' Union

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

A tentative agreement has been reached with CWA regarding the contract between the County and Deputy Sheriffs

**BACKGROUND:**

The tentative agreement will last a duration of 4 years

**FINANCIAL IMPACT:**

See back up material

**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 motion.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to ratify the tentative agreement reached with CWA regarding the contract between the County and Deputy Sheriffs

**Communication Workers of America, AFL-CIO  
Local 7177(Deputy Sheriffs)  
and  
Woodbury County, Iowa**

**Tentative Agreement**

The parties have reached a tentative agreement with respect to modification of the current collective bargaining agreement, subject to ratification by the Union and approval by the County, as follows:

A. Wages

Deputies:

3%- year 1

3%- year 2

2.75%-year 3

2.75%-year 4

Sergeants:

3.5%-year 1

3.5% year 2

3%-year 3

3% year 4

B. Duration

4 Years

C. Language

1. Article V, Checkoff- delete entire article
2. Article VI, Seniority Section 1-add to the end of the paragraph "For purposes of shift bidding only, Sergeants shall accrue seniority in rank and bid shifts by seniority accrued in rank."
3. Article XI, Leaves of Absence-Section 6 (Sick Leave) Modify the language as follows:

"Any retiring employee who has a minimum of 20 years of employment with the Woodbury County Sheriff's Office and accumulated sick leave of 500 or more hours may elect to have the County place funds equivalent to the cost of ~~provide~~ his/her personal insurance for a period of one year from the date of retirement into a Health Reimbursement Account ("HRA"), in lieu of a cash payout of up to Five Thousand Dollars (\$5,000.00). Should the employee elect family

coverage, the employee will be responsible for the difference in cost between the personal, single coverage and the cost of family coverage.

4. Article XI, Leaves of Absence, Paragraph C Modify the language as follows:

#### C. Family Leave

An employee may be granted up to 120 hours of family leave per contract year chargeable to accumulated sick leave when it is necessary for them to provide care for a spouse, child or parent with a serious health condition. In the event an employee requests leave in addition to the 120 hours of family leave, ~~the~~ the employee requesting family leave will be required to provide a written statement of the reason family leave is needed and may be required to provide a physician's statement concerning the illness or injury of the spouse, child or parent. This leave shall be non-accumulative. If the leave is granted it may be treated as leave time under the Family Medical Leave Act. However, the Board of Supervisors shall not be bound by any of the terms, conditions or interpretations of the Family Medical Leave Act in deciding whether or not to grant the leave. The decision to grant or deny this leave is in the sole discretion of the ~~Board of Supervisors or its designee after full consultation with the Sheriff~~ Sheriff and/or the Sheriff's designee. Any leave request which is going to be denied by the ~~designee of the Board~~ Sheriff or the Sheriff's designee shall be presented to the Board of Supervisors and the employee will be invited to present his/her situation to the Board. Any decision to grant or deny leave must be immediately provided to the Human Resources Director and may then be brought by the employee, Human Resources, or any other interested party to the Board of Supervisors for review and final decision. The decision of the Board of Supervisors is final and is not subject to a grievance under the terms of this contract.

5. Article XIII, Insurance, Section F to be inserted as follows:

#### Section F. Surviving Spouse

The health, medical and dental insurance referred to in this article shall continue in effect at Employer's expense for the surviving spouse and dependents of any employee who dies as a result of personal injury sustained in the line of duty and who is the recipient of benefits under the Federal Public Safety Officers' Benefits Act of 1976, originally enacted at 42 U.S.C. 3796, but transferred to 34 U.S.C. 10281, as presently in effect or as may be amended during the term of this Agreement, subject to the following exceptions:

- (1) The insurance coverage extended by this section shall terminate 30 days after the remarriage of the surviving spouse. Any dependent's coverage shall terminate upon the dependent reaching the age of 26 years old.
- (2) The insurance coverage shall not be extended to a surviving spouse or to any dependent who already has insurance coverage provided by another employer and shall

terminate 30 days after the surviving spouse or dependent becomes eligible for other insurance.

6. Article XIX Compensation

Section 3: Deputy Sheriffs who meet one of the following conditions shall be designated Senior Deputy and shall receive additional pay as specified in Appendix A-1.

(A) 4 years of service as a Woodbury County Deputy Sheriff plus a BA or BS degree or 4 years of service as a Woodbury County Deputy Sheriff plus ten (10) years of military service

(B) 5 years of service as a Woodbury County Deputy Sheriff

Section 4: Deputy Sheriffs who meet one of the following conditions shall be designated a Master Deputy Deputy and shall receive Master Deputy pay as specified in Appendix A-1.

(A) 7 (84 months) years of service as a Woodbury County Deputy Sheriff plus a master's degree.

(B) 8 (96 months) years of service as a Woodbury County Deputy Sheriff shall be classified as a Master Deputy.

Dated this \_\_\_\_ day of January 2019.

CWA Local 7177

Woodbury County, Iowa

By: \_\_\_\_\_  
Bonnie Winther, CWA Representative

By: \_\_\_\_\_  
Anthony P. Lamb, Attorney for  
Woodbury County

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

**#12**

Date: 1/10/2019 Weekly Agenda Date: 1/15/2019

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Michael R. Clayton

**WORDING FOR AGENDA ITEM:**

Increase job classification from Clerk II to Clerk III for Anthon Little Courthouse.

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Michael Clayton, Woodbury County Treasurer is requesting increasing the job classification from Clerk II to Clerk III for the Anthon Little Courthouse

**BACKGROUND:**

The Anthon Little Courthouse is a one person office that is responsible for property tax, motor vehicle and DNR. The clerk must have knowledge of all three departments as far as rules, regulations and all processes involved. The person is responsible for opening and closing the office, balancing all three cash drawers, making daily deposits, ordering supplies and all duties of the office.

**FINANCIAL IMPACT:**

Financial impact to the county would be approximately \$12,000 annually. I have money in this year's budget to cover the rest of the year. Future years would be funded by tax levy.

**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:**

This has been run through HR and the union. This job will have to be opened for applications. Recommend approval.

**ACTION REQUIRED / PROPOSED MOTION:**

Discussion and approval.

**WOODBURY COUNTY  
POSITION DESCRIPTION**

**Name:** \_\_\_\_\_  
**Title:** County Treasurer **Clerk III Anthon**  
**Effective Date:** April 2018

**Department:**  
**FLSA Designation:**  
**Reports to:**

**County Treasurer**  
**Non-Exempt/ Grade 3**  
**County Treasurer and/or**  
**Appointed Deputy**

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**Purpose:**

This position is a single office employee and will be fulltime in the Anthon office.  
Clerk is responsible for opening and closing office daily, will perform Treasurer duties under own supervision, will be responsible for Motor Vehicle, Tax and DNR daily transactions, balancing all cash drawers and depositing all funds at bank daily.  
Serves the public by phone and in person, performing a variety of duties and related paperwork in the accurate and timely preparation and other duties under direct authority of County Treasurer and/or Appointed Deputy.

**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.

- Responsible for opening and closing the office. Responsible for ordering all supplies and equipment and maintaining said equipment.
- Answers phone inquiries within scope of responsibility and refers inquiries to proper resource when necessary by means of the spoken work in clearly spoken English
- Responsible for tactfully and courteously handling taxpayer inquiries related to real estate, mobile homes, and other taxes collected by the County Treasurer. Refers inquiries to proper resources when necessary as the first phone person
- Various clerical duties as assigned including those associated with assisting with tax sales, including the maintenance of both physical and electronic files
- Assisting customers making payment, answering questions, including current or delinquent real estate, mobile home, specials, drainage, utilities, and grain taxes as well as tax sale redemptions
- Responsible the issuing titles and registration renewals for Motor Vehicles and all duties related to the scope of responsibility as required by legislative policies, procedures and maintain knowledge of the State Codes relative to designated responsibilities of the motor vehicle department
- Responsible for issuing junking certificates, replacement titles, salvage titles, adding and releasing liens and registration renewals
- Responsible for issuing all DNR titles, permits and licenses, balancing DNR deposit and all other clerical duties required by Dept of Natural Resources
- Prepares all types of licenses, titles, and legal documents for the recording processes
- Prepares and maintains appropriate files and records
- Responsible for accurate, timely, and efficient posting and balancing of licenses, titles and legal documents
- Responsible for balancing three departments deposits and taking to bank daily
- Responsible for cleaning and maintenance of building
- Assures that all assignments are completed in a thorough and accurate manner
- Attendance is required

**Non-Essential Functions and Responsibilities:**

- Performance of general receptionist duties including answering phone, giving information and instructing the caller of correct procedure
- Assists with the accurate and effective accomplishment of a variety of tasks/assignments/ reports/ special projects and other duties as assigned by the County Treasurer and/or Appointed Deputy

**Minimum Education and Experience Required to Performing Essential Functions:**

- Must possess High school diploma or General Equivalency Degree (GED).
- Specific knowledge of a body of rules or operations for a particular functional area or areas such as might be acquired in one (1) to three (3) years of prior related experience.
- Must have experience working with Excel, Microsoft and Outlook
- Ability to learn County software
- Ability to type rapidly and accurately with at least 40 words per minute (net score), accurate proofreading
- Personal maturity to safeguard confidential information
- Ability to tactfully and courteously communicate with others by means of the spoken work in clearly spoken English
- Candidate for hire must successfully pass a background check, a physical examination, and drug screening test prior to employment

**Mental and Physical Competencies Required to Performing 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 standardized 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, keyboard, printers, calculator (10 key), copier, possess knowledge of general office equipment and procedures, including ability to type rapidly and accurately with at least 40 words per minute (net score), accurate proofreading.

### **Physical Demands**

Typical office environment involving sitting, walking, occasional bending, lifting, and carrying paper and related light objects generally weighing 25 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 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

### **Special Requirements**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. 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

Keyboarding skill test from Iowa Workforce Development with a 40 words per minute (net score) within the last 12 months

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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 duties as directed by the Employer and or Department Head. 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.

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Employee's Signature

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Date

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Department Head

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

Date: 01-04-19

Weekly Agenda Date: 01-15-19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Nia Key, Jail Alternative Coord.

**WORDING FOR AGENDA ITEM:**

January is National Stalking Awareness Month (NSAM)

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

January 2019 is the 15th annual National Stalking Awareness Month (NSAM). NSAM is an annual call to action to acknowledge, understand, and respond to the severe criminal act of stalking. Stalking is its own form of gender-based violence, as well as a criminal act that frequently predicts and co-occurs with physical and sexual violence. According to the National Intimate Partner and Sexual Violence Survey (NISVS):

1. an estimated 6-7.5 million people are stalked within a one year in the United States.
2. Nearly 1 in 6 women and 1 in 17 men have experienced stalking victimization at some point in their lifetime.
3. About half of all victims of stalking indicated that they were stalked before the age of 25.

Tactics of stalkers include but is not limited to:

1. Approaching the victim or showing up in places when the victim didn't want them to be there; making unwanted telephone calls
2. Leaving the victim unwanted messages (text or voice); watching or following the victim from a distance, or spying on the victim with a listening device, camera, or GPS.

**BACKGROUND:**

Stalking is a crime under the laws of 50 states, the District of Columbia, the U.S. Territories, and the Federal Government. Less than 1/3 of states classify stalking as a felony upon first offense. Iowa Code 708.11 - Stalking classifies the criminal act of stalking as a aggravated misdemeanor. More than 1/2 of states classify stalking as a felony upon second or subsequent offense or when the crime involves aggravating factors (possession of a deadly weapon, violation of a court order or condition of probation/parole, victim under 16 years of age, or same victim as prior occasions (SPARC Fact Sheet, 2019).

46% of stalking victims fear not knowing what will happen next

29% of stalking victims fear the stalking will never stop

1 in 8 employed stalking victims lose time from work as a result of their victimization and more than half lose 5 days of work or more.

1 in 7 stalking victims move as a result of their victimization.

Stalking victims suffer much higher rates of depression, anxiety, insomnia, and social dysfunction than people in the general population. (Blauuw, et. al. 2009)

**FINANCIAL IMPACT:**

None

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

Yes  No

**RECOMMENDATION:**

Increase awareness through informing the public about what stalking is and how they can best protect themselves and their loved ones against this criminal act. No one within greater Siouxland should have to live in fear.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve National Stalking Awareness Month Proclamation.

**WOODBURY COUNTY, IOWA**

**RESOLUTION NO. \_\_\_\_\_**

**NATIONAL STALKING AWARENESS MONTH PROCLAMATION  
January 2019**

**Whereas**, under the laws of all fifty states, the U.S. Territories, the District of Columbia, and federal government, stalking is a crime;

**Whereas**, 6 – 7.5 million people were stalked in a one-year period in the United States, and the majority of victims are stalked by someone they know;

**Whereas**, 3 in 4 women killed by an intimate partner had been stalked by that intimate partner;

**Whereas**, many stalking victims lose time from work and experience serious psychological distress and lost productivity at a much higher rate than the general population;

**Whereas**, many stalking victims are forced to protect themselves by relocating, changing their identities, changing jobs, and obtaining protection orders;

**Whereas**, many stalkers use technology – such as cell phones, global positioning system (GPS), cameras, and spyware – to monitor and track their victims;

**Whereas**, there is a need for great public awareness about the nature, criminality, and potential lethality of stalking;

**Whereas**, criminal justice systems can enhance their responses to stalking by regular training and assertive investigation and prosecution of the crime;

**Whereas**, laws and public policies must be continually adapted to keep pace with new tactics used by stalkers;

**Whereas**, communities can better combat stalking by adopting multidisciplinary responses by teams of local agencies and organizations and by providing more and better victim services; and

**Whereas**, Woodbury County, Iowa is joining forces with victim service providers, criminal justice officials, and concerned citizens throughout Woodbury County, Iowa and the United States to observe National Stalking Awareness Month.

**Now, Therefore**, I Keith Radig, Chairman, on behalf of the Woodbury County Board of Supervisors, do hereby proclaim the month of January 2019 as

*“STALKING AWARENESS MONTH”*

in Woodbury County, Iowa and applaud the efforts of the many victim service providers, police officers, prosecutors, national and community organizations, and private sector supporters for their efforts in promoting awareness about stalking.

**Be It So Resolved** this 15<sup>th</sup> day of January 2019

**WOODBURY COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Keith W. Radig, Chairman

\_\_\_\_\_  
Rocky L. De Witt, Member

\_\_\_\_\_  
Marty Pottebaum, Member

\_\_\_\_\_  
Jeremy J. Taylor, Member

\_\_\_\_\_  
Matthew A. Ung, Member

Attest:

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

**WOODBURY COUNTY, IOWA**

**RESOLUTION NO. \_\_\_\_**

— — —

*PROCLAMATION*

Whereas, Dr. Martin Luther King Jr. devoted his life to advancing equality, love, and opportunity for all, and challenged all Americans to participate in the never-ending work of building a more perfect union; and

Whereas, Dr. King’s teachings can continue to guide and inspire us in addressing challenges in our communities; and

Whereas, the King Holiday and Service Act, enacted in 1994, designated the King Holiday as a national day of volunteer service, and

Whereas, since 1994 millions of Americans have been inspired by the life and work of Dr. Martin Luther King Jr. to serve their neighbors and communities on the King Holiday; and

Whereas, serving on the King Holiday is an appropriate way to honor Dr. King, meet local and national needs, bring citizens together, and strengthen our communities; and

Whereas, the King Day of Service is the only federal holiday commemorated as a national day of service, and offers an opportunity for Americans to give back to their communities on the holiday and make an ongoing commitment to service throughout the year; and

Whereas, each of us can and must contribute to making our communities better with increased opportunity for all our citizens, and

Whereas, citizens of Woodbury County have the opportunity to create and implement community service projects where they identify the need;

NOW, THEREFORE, I, Keith Radig, Chairman of Woodbury County Supervisors proclaim the Martin Luther King Jr. Holiday as a Day of Service in Woodbury County, and call upon the people of the County to pay tribute to the life and works of Dr. Martin Luther King Jr. through participation in community service projects on Martin Luther King Day and throughout the year.

BE IT SO RESOLVED this 15th day of January, 2019.

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Keith W. Radig, Chairman

\_\_\_\_\_  
Rocky L. De Witt, Member

\_\_\_\_\_  
Marty Pottebaum, Member

\_\_\_\_\_  
Jeremy J. Taylor, Member

\_\_\_\_\_  
Matthew A. Ung, Member

Attest:

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