



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(SEPTEMBER 6) (WEEK 36 OF 2022)

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Live telephonic access at: 712-224-6014

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov	Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov	Jeremy Taylor 259-7910 jtaylor@woodburycountyiowa.gov	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov	Justin Wright 899-9044 jwright@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 6, 2022 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

AGENDA

- 4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
- | | |
|---------------------------|-------------|
| 1. Citizen Concerns | Information |
| 2. Approval of the agenda | Action |

Consent Agenda

Items 3 through 8 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.

3. Approval of the minutes of the August 30, 2022 meeting
4. Approval of claims
5. Building Services – Kenny Schmitz
Approval of items to be auctioned per Personal Property Disposition Policy
6. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process

7. County Treasurer – Tina Bertrand
 - a. Approval of resolution for a tax abatement for CBC Investments
 - b. Approval of resolution for a tax abatement for Woodford Enterprises
 - c. Approval of resolution for a tax abatement for W.S.
 - d. Approve resolution naming depositories to add MidStates Bank

8. Secondary Roads – Mark Nahra
 - a. Approve the permit to work in the right of way to clean ditch on Dallas Ave. for Michael Miltenberger and to direct the chair to sign the permit
 - b. Approve the permit to work in the right of way to clean ditch on Delaware Ave. for Michael Miltenberger and to direct the chair to sign the permit

End Consent Agenda

- | | |
|--------------------------------|---|
| 4:40 p.m.
(Set time) | <ol style="list-style-type: none"> 9. Building Services – Kenny Schmitz <ol style="list-style-type: none"> a. Public hearing for the Trosper Hoyt Structural South Wall Project Action b. Designate September 20th, 3:00 p.m., Board of Supervisors’ Office to open bid submission and authorize County Auditor’s Office to open and record bids Action c. Designate September 20th, 4:40 p.m., Woodbury County Courthouse, Board of Supervisors’ meeting to receive bid submissions and award contract if lowest, responsive, responsible, bid is clearly determined Action
 10. Secondary Roads – Mark Nahra <p style="margin-left: 20px;">Approve contract for propane at \$1.55 per gallon with New Cooperative, Inc. Action</p>
 11. County Sheriff – Chad Sheehan <p style="margin-left: 20px;">Approve purchase of 25 new Body Worn Cameras (BWC) with Axon Action</p>
 12. Reports on Committee Meetings Information
 13. Citizen Concerns Information
 14. Board Concerns Information |
|--------------------------------|---|

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- TUE. SEP. 6** **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- WED., SEP. 7** **10:00 a.m.** Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa
- 11:00 a.m.** Loess Hills Alliance Executive Meeting
- 1:00 p.m.** Loess Hills Alliance Full Board Meeting
- 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., SEP. 8** **12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- FRI., SEP. 9** **9:00 a.m.** Hungry Canyons Alliance Meeting & Tour, Red Oak
- WED., SEP. 14** **7:30 a.m.** SIMPCO Executive-Finance Committee Meeting - Hybrid
- 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 6:30 p.m.** 911 Service Board Meeting, Public Safety Center, Climbing Hill
- THU., SEP. 15** **12:00 p.m.** SIMPCO Board of Directors Meeting, ISU Extension & Outreach Office
- 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., SEP. 16** **12:00 p.m.** Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
- WED., SEP. 21** **12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., SEP. 22** **10:00 a.m.** Siouxland Regional Transit System Meeting, Hybrid
- 11:15 a.m.** Western Iowa Community Improvement Regional Housing Trust Fund Meeting, Hybrid
- MON., SEP. 26** **6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUE., SEP. 27** **2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED., SEP. 28** **2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., SEP. 29** **11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
- MON., OCT. 3** **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- WED., OCT. 5** **4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., OCT. 6** **10:00 a.m.** COAD Meeting, The Security Institute
- WED., OCT. 12** **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.

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

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

AUGUST 30, 2022 THIRTY-FIFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 30, 2022 at 4:30 p.m. Board members present were Ung, Radig, Taylor, Wright, and De Witt. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

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

1. Doyle Turner, 2738 200th St, Merville, addressed the Board regarding a resolution of support of MidAmerican Energy.
2. Motion by Radig second by De Witt to approve the agenda for August 30, 2022. Carried 5-0. Copy filed.

Motion by Taylor second by De Witt to approve the following items by consent:
 3. To approve minutes of the August 23, 2022 meeting. Copy filed.
 4. To approve the claims totaling \$390,509.04. Copy filed.
 - 5a. To approve the transfer of Wendy Christensen-Thompson, Civilian Jailer, County Sheriff Dept., effective 08-22-22, \$31.26/hour, 0%. Transfer from Court Security Officer to Civilian Jailer.; the transfer of Anthony Fitch, Court Security Officer, County Sheriff Dept., effective 08-22-22, \$31.26/hour, 0%. Transfer from Civilian Jailer to Court Security Officer.; the separation of Kristine Timmins, Assistant County Attorney, County Attorney Dept., effective 08-26-22. Resignation.; and the separation of Gerald Kelley, Operations Officer-Paramedic, Emergency Services Dept., effective 12-31-22. Retirement. Copy filed.
 - 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for F/T Operations Officer-Paramedic, Emergency Services Dept. Wage Plan: \$22.25/hour. Copy filed.
 - 6a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894726363018, 102 S. Rustin St.

RESOLUTION #13,497 NOTICE OF PROPERTY SALE

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

All of the 100 feet wide corridor of the former Chicago, Milwaukee, St. Paul and Pacific Railroad Company bounded by Blocks 1 and 2 in Ludwigs 3rd Filing and Rustin and Bismark (Helen) Streets (ex pt lying North of Lot 6 of the re-survey of the E ½ of Block 1, Ludwigs Addition 3rd filing) in the City of Sioux City and Woodbury County, Iowa (102 S. Rustin St.)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **13th Day of September, 2022 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 **13th Day of September, 2022**, 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 \$484.00** 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 30th Day of August, 2022.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 6b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894234453030, 507 Driftwood St.

RESOLUTION #13,498
NOTICE OF PROPERTY SALE

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

The North Forty-Five and Five-Tenths feet (N45.5') of Lot One (1) of the Erwins First Addition, City of Correctionville, County of Woodbury and State of Iowa (507 Driftwood St.)

NOW THEREFORE,

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

- 1. That a public hearing on the aforesaid proposal shall be held on the **13th Day of September, 2022 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 **13th Day of September, 2022**, immediately following the closing of the public hearing to the **City of Correctionville only per Code of Iowa 331.361(2).**
- 3. That said Board proposes to sell the said real estate to the **City of Correctionville only for consideration of \$447.00 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 30th Day of August, 2022
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

Carried 5-0.

- 7. Information was presented by Sheila Martin, Siouxland Mental Health Center, on a qualified bank loan. Copy filed.
- 8. Motion by Radig second by Taylor to approve \$250,000 from ARPA funding to assist in construction of the Merville Area Medical Clinic on Frontage Road in Woodbury County, IA. Carried 5-0. Copy filed.
- 9. Motion by Radig second by Taylor to approve "Request for Qualifications" process for website development, design, maintenance, and hosting services for Woodbury County, Iowa. Carried 5-0. Copy filed.
- 10a. Motion by Radig second by De Witt to receive the Zoning Commission's recommendation from their 8/22/22 meeting to approve the final plat of Roger E. Rand Addition, a minor subdivision. Carried 5-0. Copy filed.

- 10b. Motion by De Witt second by Radig to approve and authorize the Chairperson to sign a Resolution accepting and approving the final plat of Roger E. Rand Addition, a Minor Subdivision. Carried 5-0.

**BOARD OF SUPERVISORS
RESOLUTION #13,499
ACCEPTING AND APPROVING ROGER E. RAND ADDITION
A MINOR SUBDIVISION
WOODBURY COUNTY, IOWA**

Whereas, the owners and proprietors did on the 22nd of August, 2022, file with the Woodbury County Zoning Commission a certain plat designated as Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa: and

Whereas, it appears that said plat conforms with all of the provisions of the Code of the State of Iowa and Ordinances of Woodbury County, Iowa, with reference to the filing of same; and

Whereas the Zoning Commission of Woodbury County, Iowa has recommended the acceptance and approval of said plat; and

Whereas the County Engineer of Woodbury County, Iowa has recommended the acceptance and approval of said plat.

Now therefore, be, and it is hereby resolved by the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, that the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa be and the same is hereby accepted and approved, and the Chairman and Secretary of the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, are hereby directed to furnish to the owner and proprietor a certified copy of this resolution as required by law.

Passed and Approved this 30th day of August, 2022
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 11. Motion by Radig second by De Witt to award the bid for project #L-B(B64)—73-97 to Dixon Construction for \$298,190.00. Carried 5-0. Copy filed.
- 12. Motion by Radig second by De Witt to approve the contract amendment with Summit Food Services. Carried 5-0. Copy filed.
- 13. Motion by De Witt second by Radig to approve amending The Baker Group agreement from \$5,000 up to \$10,000 for assisting in ARPA funding requirements. Carried 5-0. Copy filed.
- 14. Reports on committee meetings were heard.
- 15. There were no citizen concerns.
- 16. Board concerns were heard.

The Board adjourned the regular meeting until September 6, 2022.

Meeting sign in sheet. Copy filed.

Woodbury County Personal Property Disposition Form



DATE:



NAME:



DEPARTMENT:

AUTHORIZED REPRESENTATIVE:



PHONE:

Fill in the fields below (* REQUIRED):

Item Description*	
Estimated Value*	
Current Location*	
County Asset Number	
Serial/VIN Number	
Year	
Make/Model	
Auction Reserve	
Notes	



For Office Use Only:

GovDeals ID #	
Sale Price	
Date	

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 6, 2022

*** 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
Strohl, Danielle	County Treasurer	8-25-22	Clerk II			S	Resignation.
Horsley, Randall	Emergency Services	9-08-22	P/T Operations Officer-Paramedic	\$25.00/hour		A	Job Vacancy Posted 5-4-22. Entry Level Salary: \$25.00/hour.
Prorok, Patrick	Emergency Services	9-16-22	P/T Operations Officer-Paramedic	\$25.00/hour		A	Job Vacancy Posted 5-4-22. Entry Level Salary: \$25.00/hour.
Stewart, Lisa	County Treasurer	9-19-22	Clerk II	\$23.37/hour	10.5%=\$2.25/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 4 to Grade 3/Step 5.
Ward, Sabrina	County Sheriff	9-20-22	Civilian Jailer			S	Resignation.

APPROVED BY BOARD DATE: _____

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

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: September 6, 2022

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$23.33/hour		
County Treasurer	Clerk II	AFSCME Courthouse: \$18.22/hour		

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

Chad Sheehan, SHERIFF

PHONE: 712.279.6010
E-MAIL: csheehan@woodburycountyiowa.gov
FAX: 712.279.6522

August 31, 2022

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective September 7th, 2022. We request this be placed on the agenda for Tuesday September 6th, 2022, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Sheehan", with a long horizontal flourish extending to the right.

Chad Sheehan, Sheriff

cc: file



TINA M. BERTRAND
Treasurer of Woodbury County
822 Douglas St Ste 102
Sioux City IA 51101
712-279-6492

August 29, 2022

Re: Hiring Authorization

Melissa:

Please except this letter as a written request for authorization to hire one new clerk II position. With the resignation of Danielle (Boeshart) Strohl effective August 25, 2022 we would like to start the hiring process for this position.

If you have any questions, please do not hesitate to contact me.

Thank you for your assistance in this matter.

Sincerely,

Tina Bertrand
Woodbury County Treasurer

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

Date: _____ Weekly Agenda Date: _____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: _____

WORDING FOR AGENDA ITEM:

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

EXECUTIVE SUMMARY:

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:

ACTION REQUIRED / PROPOSED MOTION:

RESOLUTION NAMING DEPOSITORIES # _____

BE IT RESOLVED by the Woodbury County Board of Supervisors in Woodbury County, Iowa: That we do hereby designate the following named banks to be depositories of the Woodbury County funds in amounts not to exceed the amount named opposite each of said designated depositories and **Tina Bertrand, Woodbury County Treasurer** is hereby authorized to deposit the Woodbury County funds in amounts not to exceed in the aggregate the amounts named for said banks as follows, to wit:

NAME OF DEPOSITORY	LOCATION	MAXIMUM DEPOSIT	MAXIMUM DEPOSIT
		In the effect Prior resolution	under the resolution
U.S. Bank	Sioux City, Iowa	\$50,000,000	\$50,000,000
Security National Bank	Sioux City, Iowa	100,000,000	100,000,000
Wells Fargo Bank	Sioux City, Iowa	50,000,000	50,000,000
PeoplesBank	Sioux City, Iowa	5,000,000	5,000,000
First National Bank	Sioux City, Iowa	50,000,000	50,000,000
Primebank	Sioux City, Iowa	50,000,000	50,000,000
Great Southern Bank	Sioux City, Iowa	5,000,000	5,000,000
First National Bank	Correctionville, Iowa	1,000,000	1,000,000
Pioneer Bank	Sergeant Bluff, Iowa	10,000,000	10,000,000
Sloan State Bank	Sloan, Iowa	5,000,000	5,000,000
Valley Bank & Trust	Danbury, Iowa	1,500,000	1,500,000
BankFirst	Hornick, Iowa	5,000,000	5,000,000
First National Bank	Correctionville, Iowa	5,000,000	5,000,000
United Bank of Iowa	Moville, Iowa	5,000,000	5,000,000
United Bank of Iowa	Anthon, Iowa	5,000,000	5,000,000
Liberty National Bank	Sioux City, Iowa	25,000,000	25,000,000
Availa Bank	Sioux City, Iowa	10,000,000	10,000,000
Central Bank	Sioux City, Iowa	10,000,000	10,000,000
MidStates Bank	Sergeant Bluff, Iowa	1,000,000	1,000,000
First State Bank	Danbury, Iowa	5,000,000	\$5,000,000
Shelby County State Bank	Danbury, Iowa	5,000,000	\$5,000,000

SO RESOLVED this ____ day of _____ 2022

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
County Auditor/Recorder

Matthew A. Ung, Member

Keith Radig, Chairman

Rocky De Witt, Member

Jeremy Taylor, Member

Justin Wright, Member

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

Date: 9/01/2022 Weekly Agenda Date: 09/06/2022

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

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Michael Miltenberger has requested a permit to work in the right of way to clean ditch on Dallas Ave.

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?

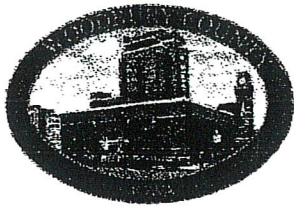
Yes No

RECOMMENDATION:

Recommend approval of the permit for Michael Miltenberger.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way for Michael Miltenberger and to direct the chair to sign the permit.



Woodbury County Secondary Roads Department

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

COUNTY ENGINEER
Mark J. Nagra, P.E.
mnagra@sioux-city.org

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

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT

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

Name of Permittee: Michael Miltenberger Phone No.: 712-253-4384

Mailing Address: 1851 310th ST. Sloan, Ia. 51055

Township: Sloan Section: 18

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

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

From 310 north on Dallas Ave., 1/2 mile, on west side of Dallas. Want to clean ditch ~~from~~ of dirt that blew in last winter/spring. Back to grade

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

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

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

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

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

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

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

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

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

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

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

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

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

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the _____ day of _____, 2022

Entered into this _____ day of _____, 2022



Signature of Property Owner or Authorized Representative

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

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

Date: 9/01/2022 Weekly Agenda Date: 09/06/2022

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

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Michael Miltenberger has requested a permit to work in the right of way to clean ditch on Delaware Ave.

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?

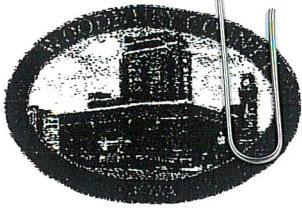
Yes No

RECOMMENDATION:

Recommend approval of the permit for Michael Miltenberger.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way for Michael Miltenberger and to direct the chair to sign the permit.



Woodbury County Secondary Roads Department

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

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

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

SECRETARY
Tish Brice
tbrice@sioux-city.org

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

Name of Permittee: Michael Miltenberger Phone No.: 712-253-4384

Mailing Address: 1851 310th ST Sloan, Ia. 51055

Township: Sloan Section: 20

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

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

Clean ditch from 320, north on Delaware, 1 mile, to 310, on west side of Delaware. Want to clean dirt that blew in last winter/spring. Back to grade. Brett Johnston will do it.

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

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

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

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

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

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

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

Date: 8/31/2022 Weekly Agenda Date: 9/06/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Trosper Hoyt Structural South Wall Project - Public Hearing

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Conduct hearing for the Trosper Hoyt Structural South Wall Project at 4:40 pm and request input/ comments from interested parties on cost or improvements.

BACKGROUND:

The Board of Supervisors set a public hearing for September 6, 2022 at 4:40 PM during the Board of Supervisors meeting, lower level Woodbury County Courthouse.

FINANCIAL IMPACT:

2023 CIP # CE16-9103-23

To be determined by the competitive bid process

Pre-bid estimate including architectural & engineering = \$185,000

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:

Conduct public hearing required by Iowa Code for the Trosper Hoyt Structural South Wall Project at 4:40 PM.

ACTION REQUIRED / PROPOSED MOTION:

Conduct public hearing

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

Date: 8/31/2022 Weekly Agenda Date: 9/06/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Trosper Hoyt Structural South Wall Project-
Set Dates, Times, Places to "Open", "Receive", & "Award" Bid-

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Pursuant to Iowa Chapter 26 Bid Law Set Dates, Times, & Places to "Open", "Receive" & "Award" Competitive Bids.
Authorize County Auditor's Office (Chapter 26.11 delegation of authority) to open bids

BACKGROUND:

September 6th, 2022- Board of Supervisors conducts public hearing. Designate bid opening, receiving, and award dates, times, and places.
August 23rd, 2022- Board approves plans, specifications, & form of contract to be utilized in the competitive bid process.
May 24th, 2022- Board of Supervisors approves Architectural & Engineering Design Services with CMBA Architects

FINANCIAL IMPACT:

2023 CIP # CE16-9103-23 Trosper Hoyt Structural South Wall
Pre-bid estimate including architectural & engineering fees \$185,000 excluding project contingency

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:

Designate September 20th, 3:00 PM (CST), Board of Supervisors Office, to "Open" bid submissions & authorize County Auditor's Office to open & record bids.
Designate September 20th, 4:40 PM, Woodbury County Courthouse, Board of Supervisor's Meeting to "Receive" bid submissions, & "Award" contract if lowest, responsive, responsible, bid is clearly determined.

ACTION REQUIRED / PROPOSED MOTION:

"a"- Designate September 20th, 3:00 PM (CST), Board of Supervisors Office, to "Open" bid submissions & authorize County Auditor's Office to open & record bids.
"b"- Designate September 20th, 4:40 PM, Woodbury County Courthouse, Board of Supervisor's Meeting to "Receive" bid submissions, & "Award" contract if lowest, responsive, responsible, bid is clearly determined.

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

Date: 9/01/2022 Weekly Agenda Date: 9/06/2022

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

WORDING FOR AGENDA ITEM:

Approve contract for propane for heating county buildings for FY 2023

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Signed contracts have been returned for propane supply from New Cooperative, the successful bidder for the 2022-2023 fiscal year.

BACKGROUND:

The county annually receives bids for propane supplied for heating for the Secondary Road Department, Emergency Services, Conservation, Sheriff's Department, Starcomm Communication Tower Sites, and Treasurer's Office. This year the county requested the supply of approximately 52,200 gallons of propane. New Cooperative Company was the successful bidder for propane supply for the county.

FINANCIAL IMPACT:

Propane is an annual budget item for the county departments.

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

Yes No

RECOMMENDATION:

Recommend that the board approve the contract for propane at \$1.55 per gallon with New Cooperative, Inc.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the contract for propane at \$1.55 per gallon with New Cooperative, Inc.

County Woodbury

SUPPLY CONTRACT

THIS AGREEMENT made entered into by and between Woodbury County, by its Board of Supervisors, consisting of the following members, Rocky L. DeWitt, Matthew A. Ung, Keith W. Radig, Justin Wright and Jeremy Taylor.
Party of the first part, and New Cooperative Inc.
of Hornick, IA, party of the second part.

WITNESSETH: That the party of the second part, for and in consideration of \$1.55 per gallon payable as set forth in the specifications constituting a part of this contract, hereby agrees to furnish f. o. b. the locations as designated in the Instructions to bidders, and within the time specified propane as follows: Furnish and deliver approximately 55,200 gallons of propane fuel at the bid price of \$1.55/per gallon to the Woodbury County Secondary Roads Department, Conservation Department, Sheriff's Department, Emergency Services Department, Starcomm Communications Tower Sites and Treasurer's Office.

Deliveries to be made at locations as noted in the NOTICE/INSTRUCTIONS TO BIDDERS.

Deliveries to be made within forty-eight (48) hours of County order unless other delivery arrangements are agreed upon by both parties.

This contract is valid only for the period commencing September 1, 2022 through and including August 31, 2023.

Payment to vendor will be made from current funds upon receipt of invoices.

IN WITNESS WHEREOF, the parties hereto have set their hands for the purpose herein expressed, to this and three other instruments of like tenor, this _____ day of _____ 2022

Woodbury County, Iowa
Party of the First Part

By _____
Keith W. Radig, Chairman

New Cooperative Inc.

By Chad Busch
Party of the Second Part

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

Date: 8.31.22 Weekly Agenda Date: 9.6.22

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Sheriff Chad Sheehan

WORDING FOR AGENDA ITEM:

Addition to CIP request for 25 additional Body Worn Cameras (BWC). 8 for County Conservation and 17 new for additional hires in the new jail.

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 checked="" type="checkbox"/> | Attachments <input type="checkbox"/> |

EXECUTIVE SUMMARY:

Approve purchase of 25 new BWC, plus equipment.

BACKGROUND:

County Conservation needs 8 BWC and as the jail moves into the new building we will be hiring additional staff that will need cameras also. 17 is the number the Sheriff's office is needing.

FINANCIAL IMPACT:

\$174,812.00 spread over 5 years. This will save the County \$14,000 if completed this way, instead of buying piecemeal.

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 purchase with Axon.

ACTION REQUIRED / PROPOSED MOTION:

Approve the purchase with Axon.