



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(APRIL 25) (WEEK 17 OF 2023)

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 April 25, 2023, at 4:30 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

- 1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

AGENDA

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

- 1. Approval of the agenda Action

Consent Agenda

Items 2 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

- 2. Approval of the minutes of the April 18, 2023, meeting
3. Approval of claims
4. Human Resources – Melissa Thomas
a. Approval of Memorandum of Personnel Transactions
b. Approval of retiree request to remain on the health and dental insurance plans
5. Board Administration – Karen James
Approval of resolution thanking and commending Diana Christensen for her years of service with Woodbury County

6. Planning/Zoning – Daniel Priestley
Approval to schedule May 9th at 4:45 p.m., May 16th at 4:45 p.m. and May 23rd at 4:45 p.m. for three public hearings for the consideration of proposed revisions to Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind turbines set back requirements to increase certain setback requirements to the ordinance regulating Commercial Wind Energy Conversion Systems in unincorporated Woodbury County

End Consent Agenda

- | | | |
|--------------------------------|--|-------------|
| 4:35 p.m.
(Set time) | <ol style="list-style-type: none"> 7. Board Administration – Heather Van Sickle
Public hearing and sale of property parcel #894723362005 (aka 1440 Glendale Blvd.) | Action |
| | <ol style="list-style-type: none"> 8. County Attorney – James Loomis
Approval to direct the Human Resources Director to prepare a memorandum of understanding for the \$2,000.00 bonus payments to the administrative staff totaling \$16,000.00 to come out of the Fines Collections from the County Attorney’s Office | Action |
| | <ol style="list-style-type: none"> 9. Board of Supervisors – Jeremy Taylor & Mark Nelson
Information related to public records request, subcontractors on Justice Center Project and access under Law Enforcement Center Authority | Information |
| | <ol style="list-style-type: none"> 10. Reports on Committee Meetings | Information |
| | <ol style="list-style-type: none"> 11. Citizen Concerns | Information |
| | <ol style="list-style-type: none"> 12. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MON., APRIL 24	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
WED., APRIL 26	1:00 p.m.	Annual Hazardous Materials Response Commission Meeting, The Security Institute
	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
	5:00 p.m.	Woodbury County Comprehensive Plan 2040 Open House, Basement Boardroom
THU., APRIL 27	11:00 a.m.	Siouxland Regional Transit Systems Board Meeting, SIMPCO Office, 1122 Pierce
MON., MAY 1	6:00 p.m.	Board of Adjustment meeting, First Floor Boardroom
WED., MAY 3	10:00 a.m.	Loess Hills Alliance Protection Meeting, Pisgah, Iowa
	11:00 a.m.	Loess Hills Alliance Stewardship Meeting
	1:00 p.m.	Loess Hills Alliance Executive Meeting
	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WED., MAY 10	7:30 a.m.	SIMPCO Executive-Finance Committee - 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., MAY 11	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St.
	4:00 p.m.	Conservation Board Meeting, Brown's Lake/Bigelow Park
WED., MAY 17	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., MAY 18	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., MAY 19	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
MON., MAY 22	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
WED., MAY 24	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., MAY 25	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce 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.

APRIL 18, 2023, SIXTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 18, 2023, at 4:30 p.m. Board members present were Bittinger II, Nelson, Taylor, Radig, and Ung by phone. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Melissa Thomas, Human Resources 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. Motion by Radig second by Bittinger to approve the agenda for April 18, 2023 with amendments to item 9c to strike the resolution and to item 9f due to clerical error, bids received are for a loader to replace the tandem truck. Carried 5-0. Copy filed.

Motion by Radig second by Nelson to approve the following items by consent:

- 2. To approve minutes of the April 11, 2023 meeting. Copy filed.
To approve minutes of the April 7, 2023 Legislative Roundtable meeting. Copy filed.
- 3. To approve the claims totaling \$701,584.04. Copy filed.
- 4a. To receive the Auditor’s Quarterly Report from January 1, 2023 thru March 31, 2023. Copy filed.
- 4b. To receive the County Recorder’s Report of Fees Collect for the period of 01/01/23 through 03/31/23. Copy filed.
- 5. To receive the appointment of Anthony McFarland, 501 S 2nd Ave., Anthon, as the City councilman for City of Anthon previously held by Alan Pithan, until the next regular/general election. Copy filed.
- 6a. To approve the separation of Ricky Carver, Civilian Jailer, County Sheriff Dept., effective 04-03-23. Declined position prior to start date.; the appointment of Justin Punke, P/T Operations Officer-EMT, Emergency Services Dept., effective 04-21-23, \$22.25/hour. Job Vacancy Posted 8-31-22. Entry Level Salary: \$22.25/hour.; and the reclassification of Cathia Wise, Custodian, Building Services Dept., effective 05-01-23, \$18.05/hour, 5%=\$.87/hour. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3. Copy filed.
- 6b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept. CWA: \$23.33/hour. Copy filed.
- 7a. To receive for signatures a Resolution naming depositories for the County Treasurer.

**RESOLUTION NAMING DEPOSITORIES
RESOLUTION # _____**

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 In the effect Prior resolution	MAXIMUM DEPOSIT 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	5,000,000	5,000,000
Shelby County State Bank	Danbury, Iowa	5,000,000	\$5,000,000

SO RESOLVED this 18th day of April 2023
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 7b. To approve property tax refund for David Page for parcel #88471737703, 9179 Wynstone Dr., in the amount of \$391.00. Copy filed.
- 7c. To approve property tax refund for Corelogic for parcel #884709300024, 5701 Christy Rd., in the amount of \$27,614.00. Copy filed.

Carried 5-0.

- 8. Motion by Radig second by Bittinger to approve the agreement for professional services between Woodbury County Board of Supervisors acting as Trustees for the Salix Drainage District and Veenstra & Kimm, Inc. to assist the City of Salix with creation of the Salix Drainage District. Carried 5-0. Copy filed.
- 9a Bid letting was held for crack routing and sealing. The bids are as follows:

Midwest Coatings, Modale, IA	\$43,916.00
Denco Highway Construction, Mingo, IA	\$33,826.00
Fort Dodge Asphalt, Fort Dodge, IA	\$71,748.00
Sioux Commercial Sweeping, Sioux Center, IA	\$25,136.00

Motion by Taylor second by Nelson to receive the bids and return them to County Engineer for review. Carried 5-0. Copy filed.

9b. Motion by Radig second by Nelson to award the bid for crack routing and sealing to Sioux Commercial Sweeping for \$25,136.00. Carried 5-0. Copy filed.

9c. Motion by Radig second by Bittinger to award the bid for project #L-B(E66)—73-97 to Dixon Construction for \$777,985.70. Carried 5-0. Copy filed.

9d. Motion by Radig second by Bittinger to approve the contract for project #CP-2023, CMP Culvert Supply for 2023 with Metal Culverts, Inc. for \$86,441.14. Carried 5-0. Copy filed.

9e. Bid letting was held for 2 motor graders. The bids are as follows:

Murphy Tractor, Sioux City, IA	\$381,044.00
Murphy Tractor, Sioux City, IA	\$381,044.00
Ziegler Equipment, Sioux City, IA	\$396,392.95
Ziegler Equipment, Sioux City, IA	\$394,892.95

Motion by Taylor second by Radig to receive the bids and return them to the County Engineer for review. Carried 5-0. Copy filed.

9f. Bid letting was held for a loader. The bids are as follows:

TranSource Truck & Equipment Inc., Sioux Falls, SD	\$268,500.00
Ziegler Cat, Sioux City, IA	\$263,868.74
Murphy Tractor & Equipment, Sioux City, IA	\$290,950.00
Mid Country Machinery, Sgt. Bluff, IA	\$305,450.00
Rueter's, Sioux City, IA	\$224,150.00

Motion by Radig second by Bittinger to receive the bids and return them to the County Engineer for review. Carried 5-0. Copy filed.

9g. Bid letting was held for 2 single axle trucks. The bids are as follows:

Sioux City Truck & Trailer, Sioux City, IA	\$210,689.00
Sioux City Truck & Trailer, Sioux City, IA	\$210,689.00
Istate Truck Center, Sioux City, IA	\$202,713.00
Istate Truck Center, Sioux City, IA	\$205,213.00
Istate Truck Center, Sioux City, IA	\$190,805.00
Istate Truck Center, Sioux City, IA	\$193,305.00
Cornhusker International, Sioux City, IA	\$194,820.00
Cornhusker International, Sioux City, IA	\$197,820.00
Boyer Truck, Sioux Falls, SD	\$193,540.00
Boyer Truck, Sioux Falls, SD	\$192,540.00

Motion by Radig second by Nelson to receive the bids and return them to the County Engineer for review. Carried 5-0. Copy filed.

10. Reports on committee meetings were heard.

11. Ernie Colt, 4526 Perry Way, Sioux City, and Matthew O’Kane, Sioux City Council, 405 6th St Sioux City, addressed the board regarding the law enforcement center project.

12. Board concerns were heard.

The Board adjourned the regular meeting until April 25, 2023.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: April 25, 2023

*** PERSONNEL ACTION CODE:**

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

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Francisco Pablo, Maria	County Sheriff	5-15-23	Civilian Jailer	\$23.33/hour		A	Job Vacancy Posted 2-6-23. Entry Level Salary: \$23.33/hour.
Hattermann, Madison	County Sheriff	5-15-23	Civilian Jailer	\$23.33/hour		A	Job Vacancy Posted 2-6-23. Entry Level Salary: \$23.33/hour.
Lokhorst, Taryn	County Sheriff	5-15-23	Civilian Jailer	\$23.33/hour		A	Job Vacancy Posted 2-6-23. Entry Level Salary: \$23.33/hour.
Ruiz, Marvin	County Sheriff	5-15-23	Civilian Jailer	\$23.33/hour		A	Job Vacancy Posted 2-6-23. Entry Level Salary: \$23.33/hour.
Christensen, Diana	County Treasurer	6-23-23	% Deputy			S	Retirement.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

Lisa Anderson

From: Diana Christensen
Sent: Tuesday, April 18, 2023 2:46 PM
To: Lisa Anderson
Subject: Retiree health insurance

Hi I would like to stay on the County's health insurance and dental insurance a retiree.

Thank you

*Diana Christensen
Chief Deputy
Woodbury County Treasurer
712-255-2664*

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Diana Christensen

FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Diana Christensen has capably served Woodbury County as an employee of the County Treasurer for 30 years from October 18, 1993 to June 23, 2023

WHEREAS, the service given by Diana Christensen as a Woodbury County employee, has been characterized by her dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Diana Christensen for her years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Diana Christensen.

BE IT SO RESOLVED this 25th day of April 2023.

WOODBURY COUNTY BOARD OF SUPERVISORS

Matthew A. Ung, Chairman

Jeremy J. Taylor, Member

Daniel A. Bittinger II, Member

Keith W. Radig, Member

Mark E. Nelson, Member

Attest:

Patrick F. Gill, Woodbury County Auditor

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

Date: 4/19/23 Weekly Agenda Date: 4/25/23

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel Priestley

WORDING FOR AGENDA ITEM:

Approval to schedule dates and times for 3 public hearings for the consideration of proposed revisions to Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Proposal to set public hearing dates/times for proposed revisions to Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setbacks

BACKGROUND:

SUMMARY OF PROPOSED REVISIONS TO WOODBURY COUNTY ORDINANCE #56: AMENDMENTS TO MODIFY SECTION 6.1.A: WIND TURBINES SET BACK REQUIREMENTS TO INCREASE CERTAIN SETBACK REQUIREMENTS TO THE ORDINANCE REGULATING COMMERCIAL WIND ENERGY CONVERSION SYSTEMS IN UNINCORPORATED WOODBURY COUNTY. Proposed hearing dates/times: Tue., May 9, 2023 at 4:45 PM; Tue., May 16, 2023 at 4:45 PM; Tue., May 23, 2023 at 4:45 PM

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:

Set dates and times for 3 public hearings for the consideration of proposed revisions to Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County. 5/9 at 4:45 PM; 5/16 at 4:45 PM; 5/23 at 4:45 PM.

ACTION REQUIRED / PROPOSED MOTION:

Motion to set dates and times for 3 public hearings for the consideration of proposed revisions to Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County. 5/9 at 4:45 PM; 5/16 at 4:45 PM; 5/23 at 4:45 PM.

RESOLUTION #
NOTICE OF PROPERTY SALE

Parcel #894723362005

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

**Lot 9 Block 13 Kelly Park Addition, City of Sioux City, Woodbury County, Iowa
(1440 Glendale Blvd.)**

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 **25th Day of April, 2023 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 **25th Day of April, 2023**, 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 \$50.00** 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 11th Day of April, 2023.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Dennis Gigaroa Date: 7/12/18
Address: 1442 Glendale Blvd Phone: 333-1608
454-0701

Address or approximate address/location of property interested in:
1440 Glendale Blvd.

GIS PIN # 894723362005

*This portion to be completed by Board Administration *

Legal Description:
Lot 9 Block 13 Kelley Park Addition
Sioux City, Woodbury County, Iowa

Tax Sale #/Date: 1307 6/18/07 Parcel #: 279405

Tax Deeded to Woodbury County on: 7/3/2014

Current Assessed Value: Land \$7,400- Building 0 Total \$7,400-

Approximate Delinquent Real Estate Taxes: \$648-

Approximate Delinquent Special Assessment Taxes: \$8298-

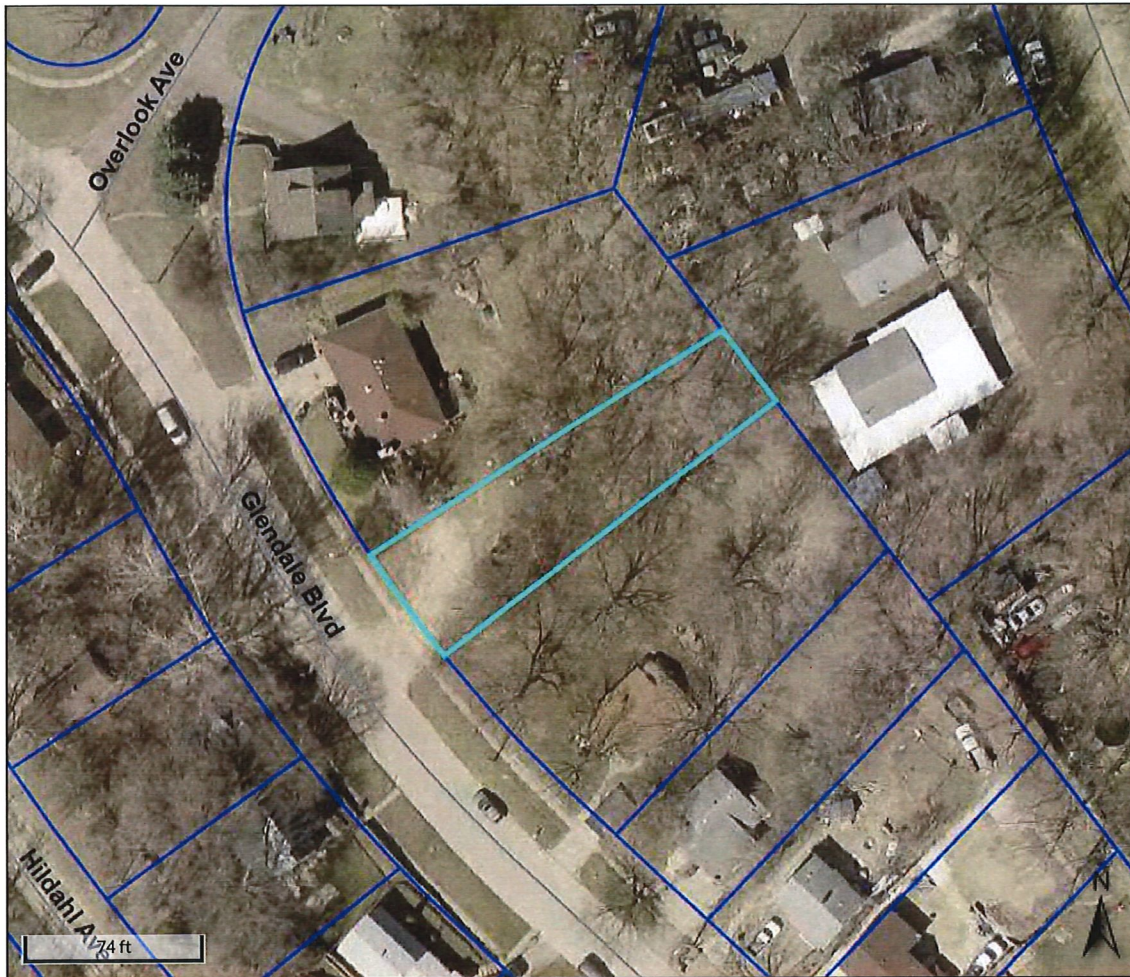
*Cost of Services: 0

Inspection to: Rocky De Witt Date: 7/12/18

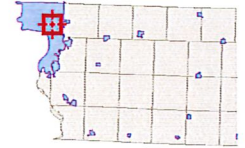
Minimum Bid Set by Supervisor: \$5000

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	894723362005	Alternate ID	279405	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1440 GLENDALE BLVD	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	KELLY PARK LOT 9 BLK 13				
	(Note: Not to be used on legal documents)				

Date created: 4/6/2023
 Last Data Uploaded: 4/5/2023 9:41:24 PM

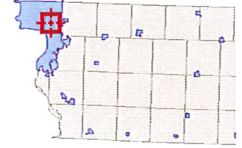
Developed by  **Schneider**
 GEOSPATIAL



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	894723362005	Alternate ID	279405	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1440 GLENDALE BLVD	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	KELLY PARK LOT 9 BLK 13				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 4/6/2023
 Last Data Uploaded: 4/5/2023 9:41:24 PM

Developed by  Schneider
 GEOSPATIAL

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

Date: 4/19/2023

Weekly Agenda Date: 4/25/23

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: James Loomis, CountyAttorney

WORDING FOR AGENDA ITEM:

To inform the BOS of my intention to give "bonus" payments to administrative staff in the County Attorney's Office. These payments would be paid from Fines Collections. I request the Board to direct the H.R. Director to prepare a Memorandum of Understanding for said bonus payments.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Since June, 2022 the County Attorney's Office has been dealing with attorney shortages. In January, 2023 I came to the board with a plan to address the issue. The Board was gracious and receptive to my requests and proposed short term and long term proposals. I have been executing my plan and progress is being made. We have hired two new attorneys, and I have seen an increase in applications since these steps have been taken.

The focus in January was on the attorneys since that was the immediate need. What I did not fully explain at that time was that the administrative staff took on an increased load simply because the work needed to get done but my office did not have the attorneys to get done what traditionally is done by the attorneys. In short, the administrative staff within my office has been great. They have never complained. They have always had a positive team attitude and have always been willing to take on more duties and responsibilities. And, while challenges continue as we remain 5 attorneys short, the administrative staff has allowed and will allow us to bridge the gap and continue to get everything done that needs to get done until we are back fully staffed with attorneys.

The administrative staff, in my opinion, is deserving of a bonus.

BACKGROUND:

Since June, 2022 the administrative staff within the County Attorney's Office has taken on an increased work load simply because the work needed to get done but my office did not have the attorneys to get done everything that the attorneys traditionally have done. This extra work load has been done without complaint for almost a year. We couldn't have been able to do what's been done over this past year, being down anywhere between 5 and 7 attorneys without their hard work.

There are 8 people on the administrative staff whose hard work are deserving of a bonus. In my opinion, that bonus should be \$2,000.00. The total thus is \$16,000.00.

My intention is to pay these bonus payments from the Fines Collections money that I have discretion over in its use. I have discretion to use these funds as I deem appropriate.

What I need approval from the Board on is to direct the H.R. Director to prepare a memorandum of understanding for the \$2,000.00 bonus payments to be made.

FINANCIAL IMPACT:

None - this money is coming out of the percentage of the Fines Collections that go straight to the County Attorney's Office once the threshold has been met. I have discretion and control over this money. This is not coming from any budget item so there is no money coming from the budget just approved; nor is it any additional money being requested from the Board. Thus, it will have no financial impact on Woodbury County.

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

Yes No

RECOMMENDATION:

Approve the H.R. Director to prepare a memorandum of understanding.

ACTION REQUIRED / PROPOSED MOTION:

Direct the H.R. Director to prepare a memorandum of understanding for the \$2,000.00 bonus payments to the administrative staff (8) totaling \$16,000.00. The money again is to come out of the Fines Collections from the County Attorney's Office.

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

Date: 4/20/2023

Weekly Agenda Date: 4/25/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisors J.Taylor/M. Nelson

WORDING FOR AGENDA ITEM:

Information Related to Public Records Request, Subcontractors on Justice Center Project, and Access under Law Enforcement Center Authority:

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

A public records request was made during the last meeting orally as citizen Ernie Colt had asked for a subcontractor's list. The information was provided by the Law Enforcement Center Authority, and we are providing a complete list of subcontractors today (please see attached).

BACKGROUND:

- To the knowledge of the county and its building services director, Hausmann Construction has been completing tasks necessary to ensure Quality Assurance questions #21 and #23 in compliance related to specifications, labor laws, compensation, tax, or employee payroll documentation. To the knowledge of the county and its building services director, Hausmann Construction has updated monthly the Contractor Affidavits.
- Contractors and subcontractors have provided documentation and affidavits supporting documentation to the county's building services director in accordance with quality assurance items #20-24. (See attached quality assurances #20-24)
- Visiting the Justice Center Project is under the auspices and authority of the Law Enforcement Authority in conjunction with Hausmann Construction; neither the Sioux City Council nor the Woodbury County Board of Supervisors has the authority to grant access to the site.
- With that said, this is an active construction site with serious present and future security concerns, which are understandable by the county. We would encourage the LEC Authority to relook at its policy whether it is advisable for citizens to be able to access the site during construction or if purporting certain measures or steps required of citizens will ultimately lead to access or not.

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:

Receive the information.

ACTION REQUIRED / PROPOSED MOTION:

Receive the information.

Woodbury County Law Enforcement Center
Major Subcontractor Scopes

Scope of Work	Subcontractors
1 Earthwork & Erosion Control	Lieber Construction
2 Surveying	Civil Engineering & Constructors (CEC)
3 Temp & Permanent Fencing	American Fence/ Outback Fence
4 Utilities	RP Constructors
5 Concrete Paving & Asphalt	Heartland Concrete
6 Site Striping & Sealants	T&E Quickseal
7 Final Cleaning	Spotless Jobsite (Formerly IZSAM)
8 Concrete Foundations & Interior Slabs	Heartland Concrete (Harris Rebar) & Korth Construction
9 Precast Concrete Supply	Gage Brothers
10 Masonry	Black Hawk Masonry
11 Structural Steel & Erection	Egger Steel/ Alliant (erector) & Braxter (Grouting) & Atlas Steel Erection
12 Carpentry	Hausmann Construction & 3K LLC & Miller Custom Trim & Contour Construction
13 Overhead Doors & Loading Dock	Skold Specialty
14 Doors & Hardware Supply	Walsh Doors
15 Roofing	Winkler Roofing
16 Metal Panels	GL Associates
17 Waterproofing & Sealants	WRC
18 Repellents, Air Barrier, Fireproofing	Kucera Painting, Liquid Foam (Spray Fireproofing)
19 Joint Selants & Expansion Control	WRC
20 Signage	ACE Signage & Nebraska Signs
21 Equipment	IS Restuarant Design (Kitchen) RJ Kool (Laundry)
22 Moveable Shelving	MSS
23 Window Shades	Heartland Window Treatments
24 Openings (Glazing & Aluminum)	Blankenship
25 Framing, Drywall, Acoustics	Sands Drywall (Framing & Drywall) & Tri-State Drywall (Acoustics)
26 Flooring & Tile	Midwest Flooring/ Kelly's
27 Trowel Flooring	Dynamic Concrete Resurfacing
28 Painting & Coatings	Kucera Painting
29 Specialties Supply	EPCO
30 Flagpole Supply	Ecton & Associates
31 Detention Equipment	Pauly Jail Building Company
32 Furnishings	Innovative Lab/ Sauder/ KI
33 Lockers	H2I/ OSDI
34 Elevators	KONE, Inc
35 Fire Protection	Prairie Fire
36 Plumbing	C.W. Suter
37 HVAC	C.W. Suter
38 Controls	C.W. Suter
39 Electrical	Thompson Knows
40 Irrigation & Landscaping	Lawn works Rapid Irrigation & ASPM

Subcontractors subject to change in the event that subcontract agreement cannot be finalized, or come to terms.

No

If "yes" provide all relevant details.

19. Has Contractor been found by a court or agency of competent jurisdiction to be delinquent in meeting its obligations under local, state or federal tax laws within the last five (5) years? ("delinquent" shall include, but is not limited to: failure to file, failure to pay or imposition of tax liens)

Yes

No

20. Contractor affirms that it will retain only subcontractors who can fully comply with the bid specifications, including those that address requirement concerning labor.

Yes

No

21. Contractor affirms that it will be responsible for ensuring that each subcontractor meets quality assurance specifications.

Yes

No

22. Contractor agrees to submit to the Woodbury County Facilities Director a list of all intended subcontractors **WITHIN 14 calendar days of notification** to the apparent lowest bidder. (in the event Contractor wishes to replace any originally-designated subcontractor, such may only occur with the approval of the Woodbury County Facilities Director. Such approval will not be unreasonably withheld)

Yes

No

23. Contractor attests that it will comply with each of the following:

Iowa's Minimum Wage Law.

Yes

No

Maintain worker's compensation insurance or be qualified as a self-insurer and provide proof of insurance or ability to self-insure upon request.

Yes

No

Properly license all Contractor employees with the appropriate licensing authority.

Yes

No

24. Contractor will make available to Woodbury County Facilities Director or Woodbury County representative, upon County's request, documentation to satisfy the County and the County's sole discretion, that the Contractors' workers utilized on this project are actual employees, with unemployment and workers' compensation coverage, not "leased employees" or independent contractors.

Yes

No

25. That Contractor will provide with this Questionnaire, the name, address, phone number and name of contact for three (3) entities which will provide references.

Yes

No

26. Contractor will only utilize on-site employees who have completed the Occupational Safety and Health Act (OSHA) 10 hour Construction industry Training Program.

Yes

No

Provide Contractor's Federal ID Number _____

Provide Name and address of Contractor's Registered Agent _____

(Please continue to signature page)