



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MARCH 8, 2016) (WEEK 10 OF 2016)

Agenda and Minutes also available at
www.woodburycountyiowa.gov

Larry D. Clausen 389-5329 lclausen@woodburycountyiowa.gov
Mark A. Monson 204-1015 mark@mudflap.com
Jaclyn D. Smith 898-0477 jasmith@woodburycountyiowa.gov
Jeremy J. Taylor 259-7910 jtaylor@woodburycountyiowa.gov
Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held March 8, 2016 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. 1. Call Meeting to Order - Pledge of Allegiance to the Flag - Moment of Silence
2. Citizen Concerns Information
3. Approval of the agenda March 8, 2016 Action
4. Approval of the minutes of the March 1, 2016 meeting Action
5. Discussion and approval of claims Action
6. Board of Supervisors - Jeremy Taylor
a. Approval of and presentation of resolution honoring three lifesaving heroes Action
b. 24/7 Lobbying Action
c. Approval of Clerk of Courts move to Courthouse Action
7. Building Services - Kenny Schmitz
a. Woodbury County Courthouse Advisory Committee for historical preservation Action
b. Courthouse 2nd Floor South-East courtroom facade and windows in need of emergency repair Action
c. Costs for upgrading audio-visual equipment 2016 CIP & Elevators Information
8. RML Architect - Mike Neswick
Authorize architect to write the construction contracts with Sioux Contractors for the alterations at Siouxland District Health Action

- | | |
|---|-------------|
| 9. Human Resources – Ed Gilliland | |
| a. Approval of Memorandum of Personnel Transactions | Action |
| b. Authorize Chairman to sign Request to De-authorize position | Action |
| c. Authorize Chairman to sign Authorization to Initiate Hiring Process | Action |
| d. Presentation of Award Certificate to Jeffrey Davis | |
| 10. Board Administration/Public Bidder – Karen James | |
| a. Approval of resolution for a tax suspension for J. H. | Action |
| b. Approval of resolution for Notice of Property Sale Parcel #113596 | Action |
| 11. County Treasurer – Mike Clayton | |
| Approve contract for on-line tax sale | Action |
| 12. County Auditor – Patrick Gill | |
| Approve and receive for signature an application for an 8 month, Class C Liquor License with Outdoor Service | Action |
| 13. Secondary Roads – Mark Nahra | |
| a. Discussion of possible intersection safety project | Action |
| b. Receive and consider bids for project number RC-CO97(130)
--9A-97 | Action |
| c. Receive and consider bids for project number FEMA 9 & 14—73-97 | Action |
| d. Consideration of permit for installation of underground communications line within the Highway Right of Way for Century Link on Pocahontas Avenue near Correctionville | Action |
| 14. Chairman's Report | Information |
| a. Rural Economic Development Committee Update | |
| b. 2015 Site Selection #1 Ranking Woodbury County Representation | |
| 15. Reports on Committee Meetings | Information |
| 16. Citizen's Concerns | Information |
| 17. Board Concerns and Comments | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, MARCH 7	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
WEDNESDAY, MARCH 9	8:05 a.m.	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	8:00 p.m.	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
THURSDAY, MARCH 10	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City
	7:00 p.m.	Siouxland Mental Health Center, Board Meeting, 625 Court Street
WEDNESDAY, MARCH 16	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
THURSDAY, MARCH 17	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, MARCH 21	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
TUESDAY, MARCH 22	1:30 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave.
	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F S.E., Le Mars, Iowa
MONDAY, MARCH 28	6:00 p.m.	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville, Iowa.
MONDAY, APRIL 4	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, APRIL 5	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, APRIL 6	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, APRIL 7	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

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.



MARCH 1, 2016 —NINETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, March 1, 2016 at 3:45 p.m. Board members present were Monson, Ung, Smith, Clausen, and Taylor. Staff members present were Karen James, Board Administrative Coordinator, Dennis Butler, Finance/Operations Controller, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

1. The Board held a meeting of the Courthouse Foundation.
2. A general relief appeal hearing was canceled.
3. The meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.
4. There were no citizen concerns.
5. Motion by Monson second by Ung to approve the Agenda as submitted for March 1, 2016. Carried 5-0. Copy filed.
6. Motion by Ung second by Clausen to approve the minutes of the February 23, 2016 Board meeting. Carried 5-0. Copy filed.
7. Motion by Ung second by Monson to approve the claims totaling \$417,195.93. Carried 5-0. Copy filed.
- 8a. Motion by Smith second by Monson to approve the appointment of Amber Lucht, Civilian Jailer, County Sheriff Dept., effective 3-2-16, \$17.48/hour. Job Vacancy Posted 1-13-16. Entry Level Salary: \$17.48/hour.; the reclassification of Jason Wietzel, Custodian, Building Services Dept., effective 3-12-16, \$15.10/hour, 5%=\$.73/hour. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.; and the reclassification of Krystle Smith, Motor Vehicle Clerk II, County Treasurer Dept., effective 3-17-16, \$15.96/hour, 4.5%=\$.70/hour. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 1 to Grade 3/Step 2. Carried 5-0. Copy filed.
- 8b. Motion by Clausen second by Monson to authorize the Chairperson to sign the Authorization to initiate the hiring process for P/T Youth Worker, Juvenile Detention Dept., AFSCME Juvenile Detention: \$17.43/hour. Carried 5-0. Copy filed.
- 8c. Motion by Clausen second by Ung to change the Woodbury County Building Superintendent job title. Carried 5-0. Copy filed.
- 8d. Motion by Monson second by Clausen to approve the CWA Civilian Officers Ratified Tentative Agreement. Carried 5-0. Copy filed.
10. Motion by Monson second by Ung to receive for signatures a Resolution thanking and commending Darnell Green for his service to Woodbury County. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,339
A RESOLUTION THANKING AND COMMENDING
DARENELL GREEN
FOR HIS SERVICE TO WOODBURY COUNTY**

WHEREAS, Darnell Green has capably served Woodbury County as an employee of the Woodbury County Juvenile Detention Department for 21 years from July 29, 1994 to March 31, 2016; and

WHEREAS, the service given by Darnell Green as a Woodbury County employee, has been characterized by his 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 Darnell Green for his 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, Darnell Green.

BE IT SO RESOLVED this 1st day of March, 2016.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 11a. Motion by Monson second by Smith to receive the Auditor's Quarterly Report for the 3rd quarter ending 09/30/15. Carried 5-0. Copy filed.
- 11b. Motion by Clausen second by Ung to receive the Auditor's Quarterly Report for the 4th quarter ending 12/31/15. Carried 5-0. Copy filed.
- 11c. Motion by Monson second by Clausen to approve the liquor license for Anthon Golf Course for Class C Liquor License (LC) with outdoor service and Sunday sales from 4/1/16 through 3/31/17. Carried 5-0. Copy filed.
- 11d. Motion by Monson second by Ung to adopt and authorize the Chairperson to sign a Resolution establishing a parking plan for Woodbury County Courthouse, Law Enforcement Center and Building Services Facilities. Carried 5-0.

RESOLUTION #12,340
A RESOLUTION ESTABLISHING A PARKING PLAN FOR WOODBURY COUNTY COURTHOUSE, LAW ENFORCEMENT CENTER AND BUILDING SERVICES FACILITIES

WHEREAS, section 331.502 states, "The auditor shall have general custody and control of the courthouse, subject to the direction of the board." and

WHEREAS, there are thirty parking places available on county property located at the Courthouse, Law Enforcement Center and the Building Services Building, and

WHEREAS, parking is recognized by the Internal Revenue Service as an excludable qualified transportation benefit, and

WHEREAS, the County desires to provide parking for certain County owned vehicles, department heads, elected officials and certain officers of the court, and

WHEREAS, the County's resources are limited to meet this need and the Board of Supervisors desires to limit expenses the county incurs for the provision of parking,

BE IT THEREFORE RESOLVED by the Board of Supervisors, Woodbury County, Iowa, that the County Auditor is hereby directed to submit a parking plan and a procedure to enforce said plan to the Board of Supervisors for their approval upon adoption of this resolution and at the first regular meeting of the Board of Supervisors of each fiscal year.

SO RESOLVED this 1st day of March, 2016
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 9. A public hearing was held at 4:45 p.m. for opening of bids for alterations to Siouxland District Health.

Motion by Clausen second by Ung to close the public hearing. Carried 5-0.

The bids are as follows:

HCI Construction, South Sioux City, NE	\$508,531.00
H&R Construction, Sioux City, IA	\$512,000.00
L & L Builders, Sioux City, IA	\$493,000.00

Sioux Contractors, Sioux City, IA	\$477,900.00
W.A. Klinger, Sioux City, IA	\$489,700.00

Motion by Monson second by Ung to receive the bids and submit them to RML Architects for review and recommendation. Carried 5-0.

12. Motion by Clausen second by Ung to approve and authorize the Chairperson to sign a contract of sale for the donation/purchase of the Ford F-250 Lariat XLT Fire Truck form CF Industries for the cost of \$1.00 to be used by the Emergency Services Dept. as an additional fire response vehicle. Carried 5-0. Copy filed.
13. Motion by Monson second by Ung to approve the GIS Memorandum of Understanding between the City of Sioux City, Woodbury County, the City Assessor, the County Assessor and WCICC Commission to formalize funding, housing, operation, duration and termination of cooperation relating to Geographic Information System (GIS) services and operations. Carried 5-0. Copy filed.
14. Motion by Monson second by Ung to reapprove the construction plans for project #FEMA 35, 36, 37, 39, and 40. Carried 5-0. Copy filed.

The Board recessed for a meeting of the Wolf Creek Drainage District.

The supervisor meeting was called back to order.

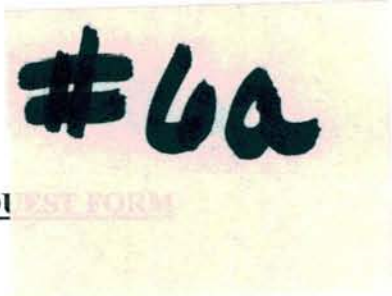
The Board recessed for a meeting of the Bennett-McDonald-Smithland Drainage District.

The supervisor meeting was called back to order.

17. The Chairperson reported on day to day activities.
18. The Board members reported on their committee meetings.
19. There were no citizen concerns.

The Board adjourned the regular meeting until March 8, 2016.

Meeting sign in sheet. Copy filed.



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

Date: March 3, 2016

Weekly Agenda Date: March 8, 2016

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Resolution Honoring Three Lifesaving Citizens**

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: Resolution Honoring Three Lifesaving Heroes

EXECUTIVE SUMMARY: This resolution honors three lifesaving citizens for their heroic actions.

BACKGROUND: see attached resolution

FINANCIAL IMPACT: None

RECOMMENDATION: Approve the following resolution.

ACTION REQUIRED: Approve the following resolution.

Resolution No. _____

Resolution Honoring Three Lifesaving Citizens

Whereas a gentleman, Larry Hare of Battle Creek, IA, a former member of the Battle Creek ambulance, was driving a combine in rural Woodbury County back from Merville on D38 two miles west of Anthon when the combine fell off a soft shoulder and rolled into the steepest part of the ditch being entrapped as the combine caught on fire;

Whereas Randy Colshan who is normally employed as owner of Mapleton Rooter and Daniel Garcia and Robert Klassen who are normally employed at Pepsi-Cola of South Sioux stopped their vehicles;

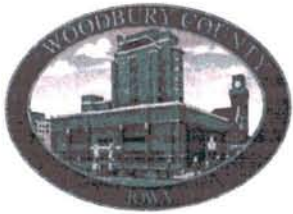
Whereas Randy Colshan, Daniel Garcia, and Robert Klassen worked to pull Larry Hare out and transported him to a safe distance from the burning combine with surprisingly minor injuries;

And whereas both Randy Colshan, Daniel Garcia, and Robert Klassen are credited by the Anthon Ambulance personnel for having saved Larry Hare's life;

Now therefore be it resolved that the Woodbury County Board of Supervisors thanks, commends, and honors the service actions of Randy Colshan, Daniel Garcia, and Robert Klassen, and wishes them the absolute best as they continue to show honor in their steadfast commitment to the citizens of Woodbury County.

(Signatures of Supervisors)

Attested by Auditor _____



Woodbury County Board of Supervisors

Courthouse • Room 104
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#66

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SIOUX CITY

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JACLYN D. SMITH
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JEREMY J. TAYLOR
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Representative Zach Nunn:

I am writing to ask for your support of the program known as "24/7," a jail diversionary program that we believe is integral to accomplishing several of our shared goals as one of Iowa's most populated counties. Several years ago, Woodbury County faced several challenges regarding a study that forecast an ever-increasing jail population that would mandate the construction of a new jail facility. While this did not come to fruition, we are facing times when our jail with maximum capacity of 234 is at 226 or even full on some days. Woodbury County has passionately pursued Work Release, substance abuse programs, and a weekenders' program. However, **the top legislative priority for our Board and for law enforcement is "24/7"** for three reasons: 1) it will mitigate the "revolving door" of taking up space in our law enforcement center; 2) it will help get to the root problem rather than treating the symptom; 3) it will cost the state little to no dollars while being self-sustaining from those utilizing the program.

Sheriff Dave Drew has long been an advocate after having read peer reviewed studies and visited Sioux Falls, SD, to see first-hand the recidivism rate drastically fall by a personal responsibility approach: this mandates a brass tacks "prove sobriety" approach with offenders having to pay twice a day to show that they can drive to work, complete necessary tasks, and put one foot in front of the other to eventually realize that a responsible citizenship lifestyle is possible. Bill Mickelson, Director of 24/7 in South Dakota as the Deputy AG in South Dakota, cites a reduced recidivism rate for DUI by over 60% long-term in this participant pay program. This program to us appears to grant more accountability than an inter-lock ignition devices which is not monitored; plus, the self-funded program will be at the Law Enforcement Center for which we have pre-emptively opened up space.

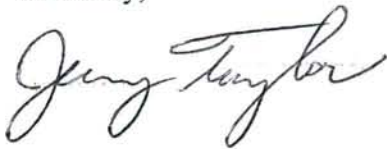
A committee comprised of the Taxpayers Research Conference, Building Services, the Sheriff's Office, and Supervisors have looked closely at how we can best utilize and perhaps even expand our Law Enforcement Center while staying under a \$1.2 million bond threshold.

However, we not only have an obligation to look at expanding our space but also proactive approaches to ensuring that we address the heart of the problem facing our community.

Whether 24/7 is implemented as an opt-in pilot program or as a statewide program, we simply want the opportunity as a county to exercise a solution that on a local level we believe will be a win for justice, for taxpayers, for those struggling with alcoholism, and for local law enforcement. The County Board of Supervisors, comprised of 3 Democrats and 2 Republicans, as well as our Sheriff's Office is overwhelmingly supportive. While not staking out an official position, County Attorney P.J. Jennings have likewise spoken favorably of this legislative initiative.

I have no doubt knowing your due diligence and thoughtful approach as a legislator that you will take our county's concerns in this letter. We would ask that you would pass HF 2245 / SF 2190 out of committee and to the floor so that our county could ultimately move forward in a positive direction in the future. We wish you well, and thank you for your service to the State of Iowa.

Sincerely,

A handwritten signature in cursive script that reads "Jeremy Taylor". The signature is written in black ink and is positioned above the printed name.

Jeremy Taylor

Chairman, Woodbury County Board of Supervisors



Woodbury County Board of Supervisors

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BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Senator Rick Bertrand:

I am writing to ask for your support of the program known as "24/7," a jail diversionary program that we believe is integral to accomplishing several of our shared goals as one of Iowa's most populated counties. Several years ago, Woodbury County faced several challenges regarding a study that forecast an ever-increasing jail population that would mandate the construction of a new jail facility. While this did not come to fruition, we are facing times when our jail with maximum capacity of 234 is at 226 or even full on some days. Woodbury County has passionately pursued Work Release, substance abuse programs, and a weekenders' program. However, **the top legislative priority for our Board and for law enforcement is "24/7"** for three reasons: 1) it will mitigate the "revolving door" of taking up space in our law enforcement center; 2) it will help get to the root problem rather than treating the symptom; 3) it will cost the state little to no dollars while being self-sustaining from those utilizing the program.

Sheriff Dave Drew has long been an advocate after having read peer reviewed studies and visited Sioux Falls, SD, to see first-hand the recidivism rate drastically fall by a personal responsibility approach: this mandates a brass tacks "prove sobriety" approach with offenders having to pay twice a day to show that they can drive to work, complete necessary tasks, and put one foot in front of the other to eventually realize that a responsible citizenship lifestyle is possible. Bill Mickelson, Director of 24/7 in South Dakota as the Deputy AG in South Dakota, cites a reduced recidivism rate for DUI by over 60% long-term in this participant pay program. This program to us appears to grant more accountability than an inter-lock ignition devices which is not monitored; plus, the self-funded program will be at the Law Enforcement Center for which we have pre-emptively opened up space.

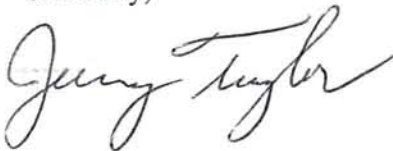
A committee comprised of the Taxpayers Research Conference, Building Services, the Sheriff's Office, and Supervisors have looked closely at how we can best utilize and perhaps even expand our Law Enforcement Center while staying under a \$1.2 million bond threshold.

However, we not only have an obligation to look at expanding our space but also proactive approaches to ensuring that we address the heart of the problem facing our community.

Whether 24/7 is implemented as an opt-in pilot program or as a statewide program, we simply want the opportunity as a county to exercise a solution that on a local level we believe will be a win for justice, for taxpayers, for those struggling with alcoholism, and for local law enforcement. The County Board of Supervisors, comprised of 3 Democrats and 2 Republicans, as well as our Sheriff's Office is overwhelmingly supportive. While not staking out an official position, County Attorney P.J. Jennings have likewise spoken favorably of this legislative initiative.

I have no doubt knowing your due diligence and thoughtful approach as a legislator that you will take our county's concerns in this letter. We would ask that you would pass HF 2245 / SF 2190 out of committee and to the floor so that our county could ultimately move forward in a positive direction in the future. We wish you well, and thank you for your service to the State of Iowa.

Sincerely,

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Jeremy Taylor

Chairman, Woodbury County Board of Supervisors



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March 3, 2016

To the Honorable Speaker of the House Linda Upmeyer:

I am writing to ask for your support of the program known as "24/7," a jail diversionary program that we believe is integral to accomplishing several of our shared goals as one of Iowa's most populated counties. Several years ago, Woodbury County faced several challenges regarding a study that forecast an ever-increasing jail population that would mandate the construction of a new jail facility. While this did not come to fruition, we are facing times when our jail with maximum capacity of 234 is at 226 or even full on some days. Woodbury County has passionately pursued Work Release, substance abuse programs, and a weekenders' program. However, **the top legislative priority for our Board and for law enforcement is "24/7"** for three reasons: 1) it will mitigate the "revolving door" of taking up space in our law enforcement center; 2) it will help get to the root problem rather than treating the symptom; 3) it will cost the state little to no dollars while being self-sustaining from those utilizing the program.

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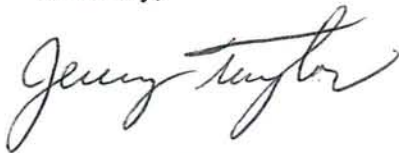
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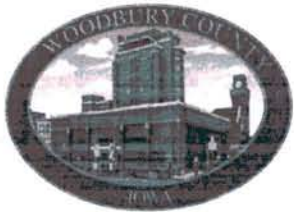
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Sincerely,

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Jeremy Taylor

Chairman, Woodbury County Board of Supervisors



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EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Representative Chris Hall:

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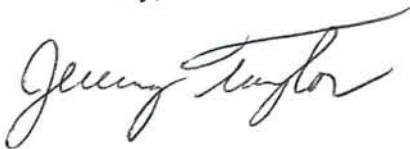
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Jeremy Taylor

Chairman, Woodbury County Board of Supervisors



Woodbury County Board of Supervisors

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SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Representative David Dawson:

I am writing to ask for your support of the program known as "24/7," a jail diversionary program that we believe is integral to accomplishing several of our shared goals as one of Iowa's most populated counties. Several years ago, Woodbury County faced several challenges regarding a study that forecast an ever-increasing jail population that would mandate the construction of a new jail facility. While this did not come to fruition, we are facing times when our jail with maximum capacity of 234 is at 226 or even full on some days. Woodbury County has passionately pursued Work Release, substance abuse programs, and a weekenders' program. However, **the top legislative priority for our Board and for law enforcement is "24/7"** for three reasons: 1) it will mitigate the "revolving door" of taking up space in our law enforcement center; 2) it will help get to the root problem rather than treating the symptom; 3) it will cost the state little to no dollars while being self-sustaining from those utilizing the program.

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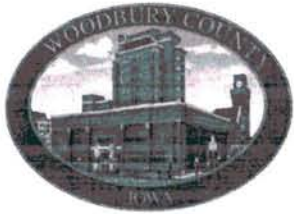
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KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Representative Ron Jorgensen:

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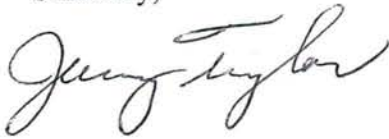
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BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 3, 2016

To the Honorable Representative Chip Baltimore:

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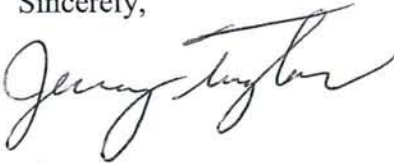
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HEATHER SATTERWHITE

March 3, 2016

To the Honorable House Majority Leader Chris Hagenow:

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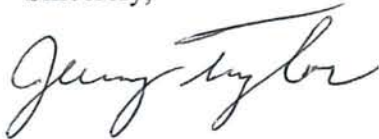
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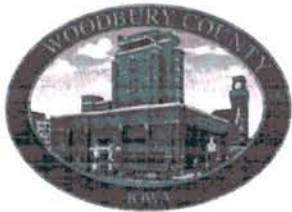
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March 3, 2016

To the Honorable Senator Bill Anderson:

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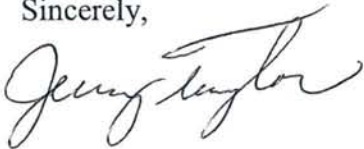
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HEATHER SATTERWHITE

March 3, 2016

To the Honorable Senate Majority Leader Mike Gronstal:

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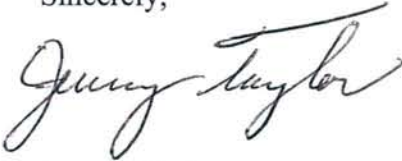
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March 3, 2016

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Chairman, Woodbury County Board of Supervisors

#6C

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: March 2, 2016

Weekly Agenda Date: March 8, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
SUBJECT: <u>Clerk of Court Move</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: Approval of Clerk of Courts move to Courthouse

EXECUTIVE SUMMARY: Allow Clerk of Courts to order materials and Treasurer's Office to plan move to Trospen-Hoyt Building.

BACKGROUND:

On Monday, January 4, Leesa McNeil, Court Administrator, sent an attached memo to the Board that asked for consideration to consolidate the clerk officers into the courthouse. Listed in the memo were the following reasons some of which were also generated by subsequent discussions.

Clerk of Courts and Judicial Branch Positives

1. **having all clerk staff in the secured Woodbury County Courthouse;**
2. **providing for operational efficiencies;**
3. **keeps within the best financial practices as identified by an audit with the consolidation**

Woodbury County Board of Supervisors Positives

From the Woodbury County Board of Supervisors perspective, any time that we can enhance efficiencies, maximize customer service, and support operations of our various departments and

elected officials, we ought to do so. Furthermore, at a very minimal cost if any at all, **the taxpayer is not impacted because the ultimate funding source is from the Judicial Branch in order to support their services.**

Sheriff's Office Positives

In discussions with the Sheriff's Office and as a member of the Law Enforcement Center Expansion Committee, I was excited about the prospect—as is the Sheriff's Office—about freeing up precious space in an LEC with a jail at maximum capacity. This can be utilized in the future for several areas:

- The Weekender's Program currently at a deteriorating Prairie Hills Facility
- Potential Space for "24/7" or a Minimum Offender DWI Program
- Small training area currently at a deteriorating Prairie Hills Facility
- Re-location of non-inmate-holding areas that would be an opportunity to expand within the LEC

The Process in Informing Supervisors

To me, this is an exciting and another creative approach to stretching taxpayer dollars, enhancing public safety, and getting better consolidation of services within county government. I believed that it was important to make sure all supervisors had maximum access to this information to make a good decision and to involve potentially affected stakeholders such as Auditor Pat Gill and Treasurer Mike Clayton.

In order to gain consensus and maximize the information given to elected officials, I asked for Leesa McNeil to arrange a meeting with Chief Judge Duane E. Hoffmeyer, Supervisor Matthew Ung, Amy Berntson (Clerk of Court), and myself. We toured for over an hour in looking at the current space, the access to current files that would potentially remain in the Law Enforcement Center, and the 8 to 14 modular work stations that would need space over in the Courthouse. After digesting the information, asking pointed questions, and understanding the needs that would take place for space in the Courthouse, I asked if separately the group would share the exact same information with Supervisors Jackie Smith and Larry Clausen, and then Supervisor Mark Monson and Building Services Director Kenny Schmitz. My understanding is that this has taken place.

The Process in Informing Affected Space in Courthouse

Last Tuesday, I asked for Judge Hoffmeyer, Leesa McNeil, Amy Berntson, Auditor Pat Gill, and Treasurer Mike Clayton to meet. Possible ideas for re-location included the basement of the courthouse and the Treasurer's Office. Fifteen minutes into the meeting, Mike Clayton surprised the group by saying, "I will move to Trosper Hoyt." Consolidating the Treasurer's Office and the Department of Motor Vehicle moves everyone likewise under one roof, allows for eventual cross-training through attrition (potential), and it is something that will better their department. Today, Mike continued to tell me, "I'd like to see us all under one roof anyway." There are minimal costs to this as well as the current work stations will work and he has been in touch with our Building Services Director. Some slight modification to a breakroom, wiring of CAT 5, etc. may be a minimal cost. I had not shared this publicly until now because Mike wanted a chance to

visit with his personnel personally before anything happened. He now feels comfortable with me doing so.

I believe these developments are the product of thoughtful planning, great cooperation, and fortuitous timing.

FINANCIAL IMPACT: \$100,000 funded by State Judicial System

Courthouse Treasurer Area:

Carpet Installation-	\$9,200.00
Floor Repair-	\$1,800.00
Electrical-	\$1,500.00
Data-	

Trosper-Hoyt Area:

Construction (office)-	\$1,800.00
Electrical-	\$1,500.00
Data-	\$5,000.00

TOTAL \$20,800.00

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Approve Clerk of Courts move to current Treasurer's Office, Treasurer's Office move to Trosper-Hoyt, with costs coming from current Prairie Hills CIP items or LED contingency fund.

DISTRICT COURT ADMINISTRATION

Woodbury County Courthouse, Room 210, 620 Douglas • Sioux City, Iowa 51101 • Fax (712) 279-6631
Leesa A. McNeil, Court Administrator • E-mail Leesa.McNeil@iowacourts.gov • 712/279-6608

To: Woodbury County Board of Supervisors
From: Leesa A. McNeil
Date: January 4, 2016
Re: Proposal to consolidate the Clerk of Court offices into the courthouse

Please consider approving this request that will allow the court to consolidate the clerk offices into the courthouse. This plan is put forth for several reasons, chief amongst them having all clerk staff in the secured Woodbury County Courthouse and to provide for some additional operational efficiency. To make this work the court is prepared to purchase new modular office equipment, cable work areas and install a new phone system. We would need the county to undertake some initiatives in support of this action that would free up the LEC clerk office for county use.

To make this plan work the court plans to:

- A. Purchase sit/stand work stations for all clerk staff in newly remodeled clerk office areas.
- B. Install a new phone system for court employees.
- C. Cable the clerk office work areas for computers.

We estimate these expenses will total approximately \$100,000 which we are prepared to spend by June 30, 2016.

We request the county undertake the following to make this transition happen:

- A. Assign additional space in the courthouse for clerk office use—needing space for approximately eight work stations, additional counter space and private work area for confidential filers.
- B. Move any needed equipment from the LEC to the courthouse and move breakroom furniture/equipment for the clerk office to the 2nd floor area of the courthouse office.
- C. Remove and take possession of all old modular work stations.
- D. Provide storage space for all paper files in the LEC Clerk office area, the courthouse balcony area and the main filing area at the courthouse. The storage area should be accessible without too much difficulty or inconvenience.
- E. Move our microfilming operation to the balcony area of the courthouse.
- F. Remove the wall separating the courthouse clerk office from the adjacent small office.
- G. Provide signage for the clerk office work areas in the courthouse.
- H. New carpeting in the main clerk office in the courthouse.
- I. Provide electrical hookup for the office areas that will be utilized by clerk staff.

If we are able to make this happen we will need to coordinate the work so the phone, cabling and modulators can be installed by June 30, 2016.

Please let me know if additional information is needed to consider this request. Thanks!

The Iowa Judicial Branch dedicates itself to providing independent and accessible forums for the fair and prompt resolution of disputes, administering justice under law equally to all persons.

#7a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: March 3rd, 2016

Weekly Agenda Date: March 8th, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz: Building Services Director

SUBJECT: New Committee Formed

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Woodbury County Courthouse Advisory Committee for Historical Preservation

EXECUTIVE SUMMARY: It is the intent of Woodbury County to establish a Historical Committee which will report & make recommendations to the Woodbury County Board of Supervisors on items related to the Woodbury County Courthouse building.

BACKGROUND: On February 15th, 2016 Woodbury County Building Services, Woodbury County Human Resources, and public historical representatives met to discuss the formation of a new committee which would report to the Woodbury County Board of Supervisors. The committee official title was decided upon & key membership was discussed, identified, & contacted to solidify participation interest.

FINANCIAL IMPACT: No financial impact

RECOMMENDATION: Approval of Committee formation & membership. (attached document.)

ACTION REQUIRED / PROPOSED MOTION: Motion to Approve Woodbury County Courthouse Advisory Committee for Historical Preservation

3/02/2016

Whereas it is the intent of Woodbury County to form a Committee to oversee Historical needs & make recommendations to the Board of Supervisors. On February 15th, 2016 Ed Gilliland, Jim Jung, Kenny Schmitz, & Ed Storm met to discuss the formation of this entity. The Committee shall initially meet monthly and then as required to address needs. Other specifics were identified as follows.

Committee to be known as:

Woodbury County Courthouse Advisory Committee for Historical Preservation

Committee Purpose:

Interpreting & balancing between the beauty of the past, with the function of the present.

Committee Function:

1. Address the Board of Supervisor's needs & act as an Ambassador to citizen concerns.
2. Act as consultants to the Board of Supervisors in Woodbury County Courthouse related issues.
3. Develop guidelines for the care of the building which become design standards for Supervisors & Staff.
4. Create a priority list of building needs that coordinate with the County CIP budget.
5. Function as a resource for public education regarding the building.
6. Plan for the building 100th anniversary celebration in 2018.

Membership:

Board of Supervisors;

Mark Monson, Jeremy Taylor

Woodbury County;

Ed Gilliland, Kenny Schmitz

Citizens;

Terry Glade, Jim Jung, Ed Storm, Mike Walsh

Advisors to the Committee;

Steve King (State Historic Preservation Officer), Mark Chavez (Natl. Park Service)

CREATION/CHANGE OF COMMITTEE FORM
Form Approved by the Board of Supervisors 11/17/15

Board Approval Date:

Date Originally Created:

Ending Date (if known):

Name of Committee:

Woodbury County Courthouse Advisory Committee for Historical Preservation

Purpose:

Interpreting & Balancing between the beauty of the past, with the function of the present.

	Members OR Position	Entity Represented
1.	ED GILLILAND	WOODBURY COUNTY
2.	TERRY GLADE	CMBA ARCHITECTS
3.	JIM JUNG	SIoux CITY HISTORIC PRES. COMMITTEE CHAIR
4.	MARK MORGANSON	WOODBURY COUNTY BOARD OF SUPER.
5.	KENNY SCHMITZ	WOODBURY COUNTY BUIL. SERVICE
6.	ED STORM	FEH ARCHITECTS - HISTORIAN
7.	JEREMY TAYLOR	WOODBURY BOARD OF SUPERVISOR
8.	MIKE WALSH	HISTORICAL CITIZEN
9.		
10.		
11.		
12.		

Is this Committee - X the box that applies

<input type="checkbox"/>	Required by Iowa Code
<input type="checkbox"/>	Created by the provision of Iowa Code Chapter 28E
<input type="checkbox"/>	Committee Created by Agreement
<input checked="" type="checkbox"/>	Committee Created for Special Purpose*

The Committee plans to at least meet - X the box that applies

<input type="checkbox"/>	Weekly
<input checked="" type="checkbox"/>	Monthly
<input type="checkbox"/>	Semi-Annually
<input type="checkbox"/>	Annually
<input type="checkbox"/>	Other/Unknown

* Special committees will sunset at the end of every calendar year unless re-approved each year.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#7b

Date: 3/02/2015

Weekly Agenda Date: 3/08/2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz; Building Services Director

SUBJECT: Woodbury County Courthouse 2nd Floor Façade & Windows

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Courthouse - 2nd Floor South-East Courtroom Façade & Windows in need of emergency repair.

EXECUTIVE SUMMARY: Recent abnormalities discovered in several Courthouse Courtrooms are in need of repair.

BACKGROUND: Three Architectural firms & two structural engineers have reviewed (interior only) abnormalities in the Courtrooms exterior façade. It is general consensus that all Courtrooms are need of repair however the South-East Courtroom façade must be immediately addressed as outward shifting is occurring at an accelerated pace. Repair costs have been described as "undeterminable" without further study. CMBA Architects & FEH Architects agree that an exterior examination is necessary to determine a scope of repair moving forward & would like this completed as soon as possible.

FINANCIAL IMPACT: CMBA Architectural Fees (\$3000.00) & Building Services High-Lift Rental (\$500.00)

Total \$3,500.00

RECOMMENDATION: Move forward as quickly as possible.

ACTION REQUIRED / PROPOSED MOTION: Motion to Approve Fees & costs necessary to complete analysis required.



CANNON MOSS BRYGGER ARCHITECTS
202 JONES STREET, SUITE 200 • SIOUX CITY, IA 51101 • (P) 712.244.2933

FEE PROPOSAL
For
Woodbury County Building Services
Woodbury County Courthouse Window Study
Sioux City, Iowa
03/02/16

Mr. Kenny Schmitz
Woodbury County Building Services
401 8th Street
Sioux City, IA 51101

Dear Kenny,

CMBA is very excited to have opportunity to work with Woodbury County for the County Courthouse. As we discussed today, the County is requesting a fee proposal to study the exterior window assemblies in the four courtrooms. At this present time, the windows are showing signs of distress, including finish materials being displaced. Also, due to the historic significance of the building, potential solutions need to be identified quickly to limit long-term damage.

Also, per our discussion we recommend teaming our firm with FEH Design, another architectural firm here in Sioux City, to complete this project. Our two firms have worked on historic structures independently, but we feel a team approach would provide a deeper understanding and a more technical response to the current problem. Our firms have worked together previously and hold each company in high regards. Both companies are very committed to seeing the Historic Courthouse maintained correctly to ensure its long-term survival.

The proposed study would provide the following:

1. An architectural evaluation of the interior and exterior of the window assemblies.
2. Photographic and dimensional documentation of the current conditions.
3. Recommended steps to address the current failures to mitigate further damage.

The study would include a deeper examination of the worst window condition, but would also include an exterior review of all four window assemblies.

SCHEDULE

CMBA and our team understands this work shall progress quickly and we will make every effort to do so. We anticipate the study to be completed in approximately four weeks. Initial examination of the windows will begin as soon as approval has occurred and a motorized lift is provided by the County. This lift will be used for the exterior examination of the window assemblies.

COMPENSATION – WINDOW STUDY

Proposed fees for the Historic Window Study are as follows:

For the agreed upon Scope of Work we propose working on a Lump Sum basis with a total fee of Three Thousand Dollars (\$3,000.00).

CMBA will bill for this amount at the completion of the study.

****Note – This fee proposal does not include Structural Engineering analysis or the cost of the motorized lift needed for the exterior review.**

REIMBURSABLE EXPENSES

Reimbursable expenses are defined by industry standard AIA agreement. Reimbursable expenses shall include out-of-town mileage associated with the project (current IRS rate/mi), travel expenses, printing and distribution of contract documents, and fees paid on your behalf to Fire Marshals or Plans Examiner for their review and approval.

ADDITIONAL SERVICES - PROJECT COMPLETION

Additional Services listed below are not included in this proposal. Possible examples that should be jointly discussed and evaluated on your project include the following:

- | | |
|--|---|
| Structural Engineering | Landscape Architecture |
| Civil Engineering | Furniture, Fixtures, and Equipment (FF&E) |
| Coordination of Owner Consultants | Telephone and Data Design |
| Security System Design/Technology Consulting | Commissioning |
| LEED Certification | Life Cycle Cost Analysis |

TERMS & CONDITIONS

Reimbursable expenses such as printing, plotting, postage/deliveries, mileage, travel, permit fees, etc. are not included in this fee and will be billed with a 10% mark-up in addition to the contract amount. Invoices will be sent on a monthly basis with payments due within 30 days of the invoice date. Invoices outstanding past 30 days will accrue interest at a rate of one and half percent (1.5%) per month.

Limitation of Liability: Neither the Architect, the Architect's consultants, nor their agents or employees shall be jointly, severally or individually liable to the Owner or any other person in excess of either the compensation to be paid pursuant to this agreement or One Hundred Thousand and No/100 Dollars (\$100,000.00), whichever is greater, for any claim arising out of or relating to any act or omission, including but not limited to breach of contract or negligence, except that this limitation shall not apply only to claims based on gross negligence or willful misconduct. This shall be the sole and exclusive remedy for any such acts or omissions and is in lieu of all other remedies. The Architect and the Owner acknowledge that this limitation of liability constitutes their negotiated allocation of risk of loss and that enforcement of this limitation is necessary to protect the parties' contractual expectations.

If you are in agreement with this proposal, please print, sign, and return one original of this letter to CMBA. Retain a second signed copy for your records.

CMBA thanks you for this opportunity and we would love to work with you. If you have any questions, please call me at 712.274.2933.

Sincerely,



Brian N. Crichton, AIA
Principal Architect

Client Signature

Date

Client Printed Name

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#7c

Date: March 3, 2016

Weekly Agenda Date: March 8, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz: Building Services Director

SUBJECT: Discussion regarding costs associated with upgrading audio-visual equipment

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Costs for upgrading audio-visual equipment 2016 CIP & Elevators

EXECUTIVE SUMMARY: This is the portion of items and 2016 CIP Board Administration and Board of Supervisors Chambers related to upgrading technology and audio-vision equipment.

BACKGROUND: Please see attached price quote

FINANCIAL IMPACT: \$17,274.10

RECOMMENDATION: Information only, no action required.

ACTION REQUIRED / PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.



2105 Clark St - Sioux City, IA 51104 - (712) 293-1494

Quote: Woodbury County Board of Supervisors - AV Upgrades

Date: 03/01/16

Telephone:

Email: jmalloy@sioux-city.org

Contact: John Malloy

Quote Description

GROSS ESTIMATES - LABOR / CABLING / MISC SUPPLIES NOT ESTIMATED

Qty	Description	Price Ea	Total
Audio Processor & VOIP Hybrid for remote phone in / improved recordings			
1	Rane Hal1x Digital Signal Processor	\$3,199.00	\$3,199.00
1	Rane EXP5x Halogen Expander (12 Input)	\$1,279.00	\$1,279.00
2	Rane EXP7X (AEC - Acoustic Echo Cancellation - 8 Channels)	\$1,449.00	\$2,898.00
1	Rane DR6 Touch Screen Remote	\$519.00	\$519.00
1	Rane DS1 Desktop Stand Accessory for DR6	\$75.00	\$75.00
1	JK Audio AutoHybrid IP2 (Acts as VOIP interface - SIP)	\$975.00	\$975.00
1	JK Audio RA2 Rack Mount Accessory	\$62.00	\$62.00
Section Subtotal:			\$9,007.00

Replace wireless lavalieres with wired desktop mics & add mics			
8	Shure MX412D/S 12" Gooseneck Mic with Desktop Base	\$280.00	\$2,240.00
5 Supervisors, Auditor, Attorney, Mr Butler			
1	Shure MX393/S Boundary Microphone (Pickup podium for recording only)	\$240.00	\$240.00
Section Subtotal:			\$2,480.00
OR			
Replace all microphones with fully digital wireless system			
1	Shure 8 Channel Wireless 10" Gooseneck Mic and Audio Distribution System	\$15,008.00	\$15,008.00
Includes 8x Shure MX410 Cardioid Gooseneck Mics			
8x MXW8 Gooseneck Base Transmitters			
1x 8 Channel Net Audio Interface			
1x 8 Channel AP Transceiver			
2x 8 Port Network Charging Stations			
*Add for boundary mic at podium, Mr Butlers microphone			
1	Shure MXWAPT4 4 Channel AP Transceiver	\$2,635.00	\$2,635.00
1	Shure MXWAN14 4 Channel Network Audio Interface	\$1,167.00	\$1,167.00

1 Shure MXW6 Omnidirectional Wireless Boundary Microphone	\$631.00	\$631.00
1 Shure MXW410 10' Gooseneck Microphone	\$258.00	\$258.00
Section Subtotal:		\$19,699.00

Replace portable PA with permanent installed

2 Community ENT206W Point Source Array Speaker - Mounted to columns	\$517.00	\$1,034.00
2 Community ENT206W Point Source Array Speaker - Mounted towards board	\$517.00	\$1,034.00
1 Ashly NX4002 70V 400W Amplifier	\$1,115.00	\$1,115.00
Section Subtotal:		\$3,183.00

Maintain Portable System for outside events

1 Gator Cases G-Tour 10x14PU Pop Up Console Rack	\$689.00	\$689.00
1 Middle Atlantic PD915RC-20 Power Distribution Unit	\$147.10	\$147.10
Section Subtotal:		\$836.10

Upgrade to HD Cameras, Switcher, and Recorder

2 PTZOptics PT12X-SDI-GY Pan Tilt Zoom HD Camera	\$1,599.00	\$3,198.00
2 PTZOptics Camera Wall Mount	\$119.00	\$238.00
1 Roland VR-50HD HD Video Switcher	\$7,495.00	\$7,495.00
1 Atomos 4.3" Ninja 2 Video Recorder	\$295.00	\$295.00
2 Sandisk 480GB Extreme Pro SSD	\$189.99	\$379.98
Section Subtotal:		\$11,605.98

Add Wall Mounted 65" Behind Board Table

1 Sharp LC-65UB30U 65" LED TV	\$1,599.00	\$1,599.00
1 Chief LSM1U Wall Mount	\$169.60	\$169.60
Section Subtotal:		\$1,768.60

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REG

#8

Date: March 4, 2016

Weekly Agenda Date: March 8, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: RML Architect – Mike Neswick

SUBJECT: Alterations to Siouxland District Health

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Authorize architect to write the construction contracts with Sioux Contractors for the alterations at Siouxland District Health

EXECUTIVE SUMMARY: See Attached Letter.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to authorize architect to write the construction contracts with Sioux Contractors for the alterations at Siouxland District Health

March 2, 2016

Woodbury County Board of Supervisors
Woodbury County Courthouse
7th and Douglas Streets
Sioux City, Iowa

Re: Alterations to Siouxland District Health
1014 Nebraska Street
Sioux City, Iowa

Architect Project #1431

Dear Board of Supervisors:

Attached to this letter please find a copy of the Bid Tabulations from the 5 local contractors that bid the Siouxland District Health alterations project. Our opinion of probable costs for the project dated 3-27-2015 (almost a year ago) was \$470,385.41. With a year of escalation and some changes in finishes, as I informed you at the bid opening last night, I expected the low bid to come between \$470,000 and \$500,000. The 3 low bids fell within that range.

The low bid of \$477,900.00 comes from Sioux Contractors, Inc. of Sioux City, Iowa. Coming in second was W.A. Klinger at \$489,700.00 and L&L Builders was third at \$493,000.00.

Kevin Grieme, Executive Director of Siouxland District Health presented these bids to the Board of Health at their meeting today and their recommendation was to contract with the low bidder, Sioux Contractors, Inc. of Sioux City, Iowa for the entire project at the lump sum price of \$477,900.00. Kevin, Tyler Brock, Deputy Director Siouxland District Health, and I met this afternoon to go over the details and answer any questions they may have had. I have been in contact with Kenny Schmitz also and we are all in agreement to move forward with Sioux Contractors for the full bid amount.

I would like to formally request that the Board of Supervisors approve me to write the construction contracts for execution between the Owner and the Contractor for this project in the full amount of \$477,900.00.

Thank you.

Sincerely,



Mike Neswick, Partner



RML Architects, LLC

Robert M. Lee, NCARB
Mike Neswick
Regina Smith NCARB

922 Douglas Street
Sioux City, Iowa 51101
Ph. 712-293-0332
Fax 712-293-0335
info@rmlarchitects.com

BID TABULATION

ALTERATIONS TO SIOUXLAND DISTRICT HEALTH

NEBRASKA STREET
SIOUX CITY, IOWA

RML ARCHITECTS, LLC
922 DOUGLAS STREET
SIOUX CITY, IOWA

BID DATE: MARCH 1, 2016, 4:45 P.M.

BIDDER	BASE BID	ALT. G1 ELIMINATE WINDOWS IN WAITING 101	ALTERNATE G2 - UNIT PRICES									
			A. CARPET / SY		B. VINYL COMPOSITION TILE / SF		C. VINYL BASE / LF		D. CERAMIC FLOOR TILE / SF		E. CERAMIC TILE BASE / LF	
			DED \$	ADD \$	DED \$	ADD \$	DED \$	ADD \$	DED \$	ADD \$	DED \$	ADD \$
HCI CONSTRUCTION SO. SIOUX CITY, NE	\$ 508,531.00	\$ 11,485.00	\$ 32.97	\$ 26.95	\$ 4.35	\$ 3.20	\$ 2.48	\$ 1.95	\$ 10.42	\$ 7.76	\$ 14.18	\$ 11.02
H&R CONSTRUCTION SIOUX CITY, IA	\$ 512,000.00	\$ 13,750.00	\$ 28.50	\$ 27.00	\$ 3.85	\$ 3.20	\$ 2.50	\$ 2.00	\$ 9.00	\$ 7.75	\$ 12.50	\$ 11.00
L&L BUILDERS SIOUX CITY, IA	\$ 493,000.00	\$ 14,700.00	\$ 38.30	\$ 26.95	\$ 5.30	\$ 3.20	\$ 2.65	\$ 1.47	\$ 11.08	\$ 7.76	\$ 15.06	\$ 11.02
* SIOUX CONTRACTORS SIOUX CITY, IA	\$ 477,900.00	\$ 20,300.00	\$ 36.00	\$ 22.00	\$ 5.00	\$ 1.50	\$ 2.50	\$ 1.00	\$ 14.00	\$ 6.00	\$ 15.00	\$ 7.00
W.A. KLINGER SIOUX CITY, IA	\$ 489,700.00	\$ 13,000.00	\$ 28.02	\$ 26.95	\$ 3.70	\$ 3.20	\$ 2.11	\$ 1.95	\$ 8.86	\$ 7.76	\$ 12.05	\$ 11.02

* - Denotes Apparent Low Bidder

#9a

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

Date: 03-03-16

Weekly Agenda Date: 03-08-16

DEPARTMENT HEAD / CITIZEN: <u>Ed Gilliland</u>		
SUBJECT: <u>Memorandum of Personnel Transactions</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve the Memorandum of Personnel Transactions

HUMAN RESOURCES DEPARTMENT
MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 8, 2016

*** 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
Herron, Britiny	County Sheriff	3-09-16	Civilian Jailer	\$17.48/hour		A	Job Vacancy Posted 1-13-16. Entry Level Salary: \$17.48/hour.
Lieber, Jesse	Juvenile Detention	3-09-16	Youth Worker	\$22.05/hour	0%	A	From Part-time to Full-time Youth Worker.
Vandromme, Kayla	Juvenile Detention	3-19-16	P/T Youth Worker	\$18.85/hour	3%=\$.63/hour	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.
Beckman, Frederick	County Sheriff	4-11-16	Sheriff Deputy	\$21.75/hour	24%=\$4.27/hr	P	Promotion from Civilian Jailer 3 rd Class, to Deputy 2 nd Class.
Lewis, Sage	County Sheriff	4-11-16	Sheriff Deputy	\$21.75/hour	3.5%=\$.76/hr	P	Promotion from Senior Court Security Officer to Deputy 2 nd Class.
Smith, Eric	County Sheriff	4-11-16	Sheriff Deputy	\$21.75/hour	24%=\$4.27/hr	P	Promotion from Civilian Jailer 3 rd Class, to Deputy 2 nd Class.
Moodie, Clifford	County Sheriff	4-11-16	Civilian Jailer	\$23.42/hour	0%	T	Transfer from Court Security Officer to Civilian Jailer.
Skaff, Sheryl	County Sheriff	4-11-16	Civilian Jailer	\$23.42/hour	0%	T	Transfer from Court Security Officer to Civilian Jailer.

APPROVED BY BOARD DATE: _____

ED GILLILAND, HR DIRECTOR:



WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County
FROM: Ed Gilliland, Human Resources Director
SUBJECT: Memorandum of Personnel Transactions
DATE: March 08, 2016

For the March 08, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff Civilian Jailer, Appointment.
- 2) Juvenile Detention Youth Worker, from Part-time to Full-time.
- 3) Juvenile Detention P/T Youth Worker, from Grade 1/Step 2 to Grade 1/Step 3.
- 4) County Sheriff (2) Civilian Jailers to Sheriff Deputies, Promotion.
- 5) County Sheriff Court Security Officer to Sheriff Deputy, Promotion.
- 6) County Sheriff (2) Court Security Officers to Civilian Jailers, Transfer. *Ed G*

Thank you

#96

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

Date: 03-03-16

Weekly Agenda Date: 03-08-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Deauthorize Existing Position

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Approval of Request to Deauthorize Position

EXECUTIVE SUMMARY: Deauthorize the Asst. Building Superintendent position to Authorize a Building Services Supervisor position.

BACKGROUND:

FINANCIAL IMPACT: None

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Request to Deauthorize Position

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: March 8, 2016

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
Building Services	Asst. Building Superintendent		
	(Deauthorize to Authorize Building Services Supervisor)		

Chairman, Board of Supervisors

#9c

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

Date: 3-03-16

Weekly Agenda Date: 3-08-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Authorization to Initiate Hiring Process

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Authorize Chairman to Sign Authorization to Initiate Hiring Process

EXECUTIVE SUMMARY:

BACKGROUND: The Building Services Asst. Superintendent position is currently vacant. We are requesting to deauthorize this position to authorize a Building Services Supervisor.

FINANCIAL IMPACT: Same Wage Plan Matrix as the Building Services Asst. Superintendent which is already budgeted for.

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process.

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: March 8, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Building Services Supervisor	Wage Plan Matrix: \$51,876- \$55,538/year		

Chairman, Board of Supervisors



Woodbury County Building Services
401 8th Street
Sioux City, IA. 51101
Kenny Schmitz, Building Services Superintendent
kschmitz@woodburycountyiowa.gov
712-253-3745

February 29th, 2016

TO: Human Resources
FROM: Kenny Schmitz; Building Services
SUBJECT: Authorization to hire Building Services Supervisor.

This memo to the Human Resources Department is asking to initiate the hiring process and the authorization to fill a full time Building Services Supervisor position.

We are asking the Board for approval to de-authorize the Building Services Assistant Superintendent position and authorize a Building Services Supervisor position.

Respectfully,

Kenny Schmitz

#9d

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

Date: 03-03-16

Weekly Agenda Date: 03-08-16

DEPARTMENT HEAD / CITIZEN: Jeremy Taylor, Chairman

SUBJECT: Presentation of Award Certificate for 4 hours of Paid Time Off

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input checked="" type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Presentation of Award Certificate to Jeffrey Davis.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015.

CERTIFICATE OF AWARD
FOUR (4) HOURS OF PAID TIME OFF
AWARDED TO
JEFFREY C. DAVIS

**FOR THE GENEROUS DONATION OF 16.5 GALLONS TO THE LIFESERVE BLOOD CENTER
(TIME OFF MUST BE REDEEMED WITHIN SIX MONTHS FROM THE DATE BELOW)**

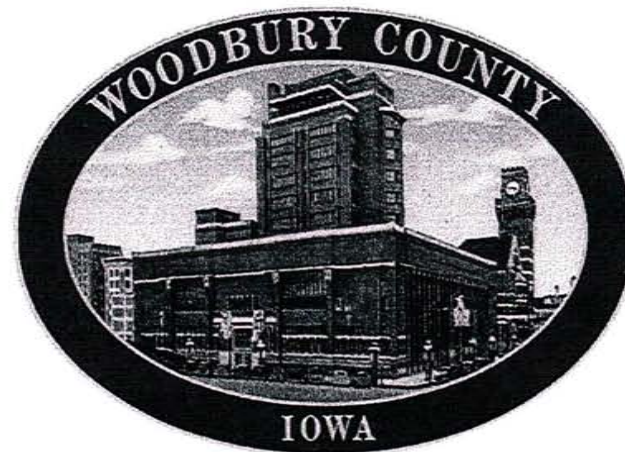
Jeremy J. Taylor, Board of Supervisors, Chairman

Larry D. Clausen, Board of Supervisors

Mark A. Monson, Board of Supervisors

Jaclyn D. Smith, Board of Supervisors

Matthew A. Ung, Board of Supervisors



March 8th, 2016

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

#10a

Date: March 3, 2016

Weekly Agenda Date: March 8, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Karen James, Administrative Coordinator

SUBJECT: Tax Suspension

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of a resolution for tax suspension for J. H.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve resolution for a tax suspension for J. H.

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

#106

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RECORD

Date: March 3, 2016

Weekly Agenda Date: March 8, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite

SUBJECT: Approval of Notice of Property Sale Resolution for Parcel #113596

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of resolution for Notice of Property Sale Parcel #113596

EXECUTIVE SUMMARY:

BACKGROUND: Minimum bid of \$132.00 has been set, due to interest in the property from adjoining property holder.

FINANCIAL IMPACT: none

RECOMMENDATION: Approve the resolution of Notice of Property Sale for parcel #113596 (1012 ½ Dubuque St) with the public hearing and auction to be set for March 22nd, 2016 at 4:35 p.m.

ACTION REQUIRED / PROPOSED MOTION: Approve the Notice of Property Sale Resolution

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #113596

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

**The vacated north/south alley abutting Lot 3, Block 19, Coles Addition to Sioux City, Woodbury County, Iowa
(1012 ½ Dubuque 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 **22nd Day of March, 2016 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 **22nd Day of March, 2016**, 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 \$132.00** 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 8th Day of March, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

336-1172

REQUEST FOR MINIMUM BID

Name: Richard Sands Date: 2/24/15
 Address: 1018 Dubuque St. Phone: 444-7200

Address or approximate address/location of property interested in:
1012 1/2 Dubuque St.
 GIS# 894727230012

This portion to be completed by Board Administration

Legal Description:
Vacated N-S Alley Abutting Lot 3
Blk 19 Coles Addition to Sioux City, Iowa

Tax Sale #/Date: #1003 6/20/2011 Parcel # 113594

Tax Deeded to Woodbury County on: 12/14/15

Current Assessed Value: Land \$400 Building \$ 0 Total \$400

Approximate Delinquent Real Estate Taxes: \$78

Approximate Delinquent Special Assessment Taxes: \$134

*Cost of Services: ~~100~~ \$107

Inspection to: Mark Monson Date: 2/24/15

Minimum Bid Set by Supervisor: \$25⁰⁰ plus cost of services of \$107 = \$132⁰⁰ total

Date and Time Set for Auction: March 22nd @ 4:35

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



Overview



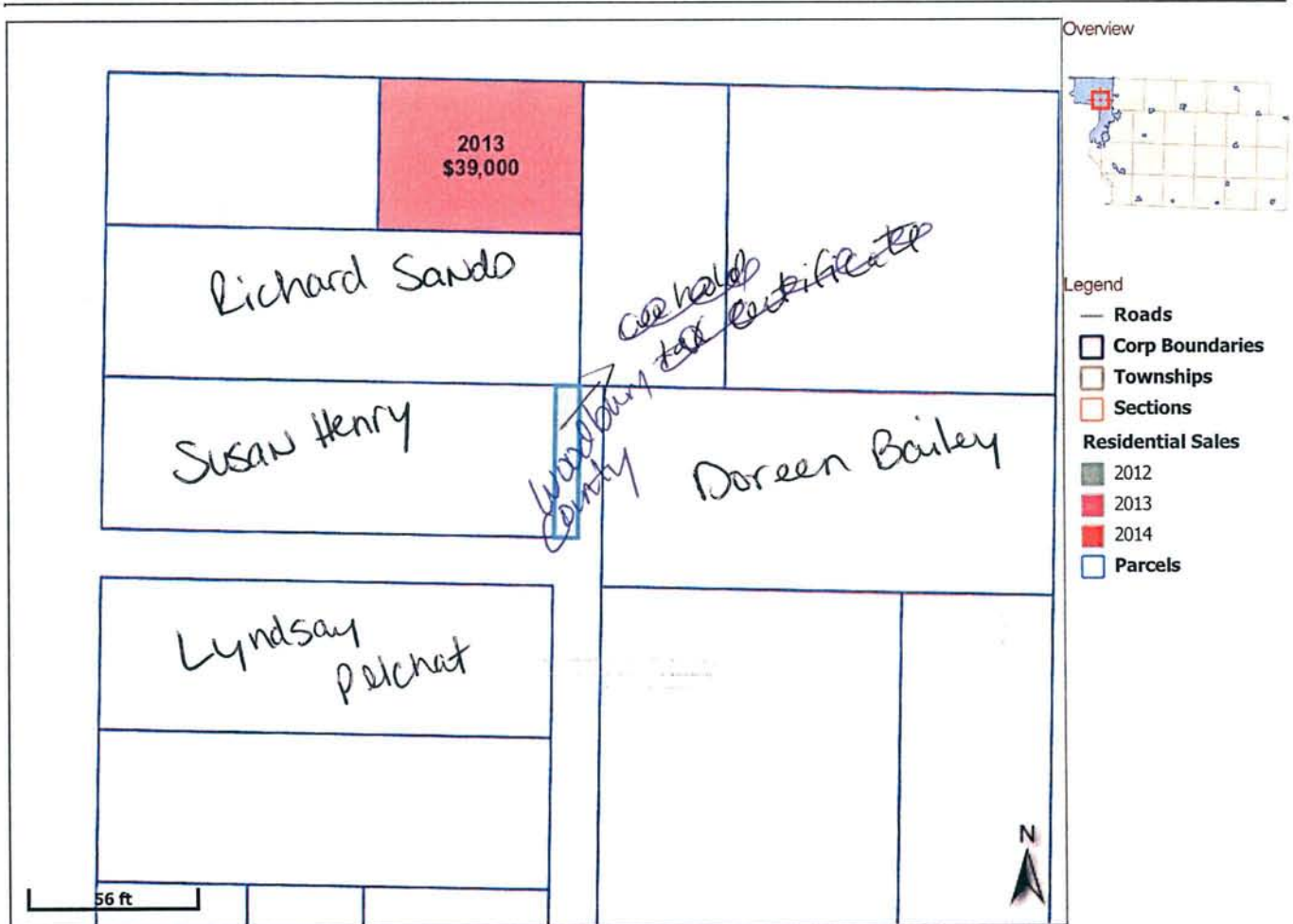
Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales**
- 2013
- 2014
- 2015
- Parcels

Parcel ID	894727230012	Alternate ID	113596	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	R		WOODBURY COUNTY COURTHOUSE
Property Address	1012 1/2 DUBUQUE ST	Acreeage	n/a		620 DOUGLAS ST
	SIOUX CITY				SIOUX CITY, IA 51101-0000
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	COLES				
	VAC N-S ALLEY ABUTTI				
	NG LOT 3 BLK 19				
	<i>(Note: Not to be used on legal documents)</i>				

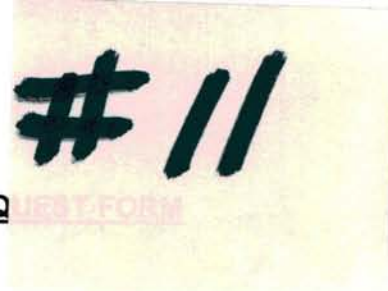
Date created: 3/3/2016
 Last Data Uploaded: 3/2/2016 11:42:00 PM

Date Created: 2/24/2015



Parcel ID	894727230012	Alternate ID	113596	Owner Address	CARLSEN JAMES K CARLSEN JEANNETTE M 8459 EPPERSON MILL ROAD MILLINGTON, TN 38053-0000
Sec/Twp/Rng	0-0-0	Class	R		
Property Address	1012 1/2 DUBUQUE ST SIOUX CITY	Acreeage	n/a		
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	COLES VAC N-S ALLEY ABUTTI NG LOT 3 BLK 19 <i>(Note: Not to be used on legal documents)</i>				

Last Data Upload: 2/24/2015 2:47:40 AM



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

Date: March 3, 2016 _____

Weekly Agenda Date: March 8, 2016 _____

DEPARTMENT HEAD / CITIZEN: Treasurer Mike Clayton _____

SUBJECT: Approval of contract between GovTech Services and Woodbury County Treasurer for on-line tax sale.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approve Contract for On-line Tax Sale

EXECUTIVE SUMMARY: The annual tax sale is conducted on-line and we sign a contract with the provider of the service each year.

BACKGROUND: Basically the same contract that was signed the past two years. This contract has been reviewed by Attorney Joshua Widman.

FINANCIAL IMPACT: None

RECOMMENDATION: Approval

ACTION REQUIRED: Approval of contract

Approved by Board of Supervisors March 3, 2015.

GTS PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, executed on this ____ day of _____ 2016, is entered into by and between Govtech Services, Inc. ("GTS"), an Iowa corporation, 2085 NW 137th St., Clive, Iowa 50325, and the Woodbury County, Iowa Treasurer ("Treasurer or the "County," as the context may require), 620 Douglas St, Sioux City, Iowa 51101. In consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the adequacy, sufficiency and receipt of which is hereby acknowledged, GTS and the Treasurer agree as follows:

1. **Services to be Performed.** GTS agrees to perform those services and the County Treasurer agrees to assist therein as set forth in **Exhibit A** (attached hereto and incorporated by reference as if fully articulated in this Agreement) in connection with the County tax sale held pursuant to IOWA CODE § 446, *et seq.*

2. **Timing of Performance.** GTS will commence providing the services described in this Agreement and its **Exhibit A** on _____, 2016, or such later date as may be mutually agreed upon by the Treasurer and GTS (the "Beginning Date").

3. **Fees and Expenses.** The professional services provided by GTS hereunder shall be subject to the following terms and conditions regarding the payment of fees and expenses. In consideration for the services provided by GTS and described in **Exhibit A**, the Treasurer, pursuant to Iowa law, agrees to assess, in addition to any other bidder registration fees imposed by the Treasurer or the County, a Forty Dollar and 00/100 (\$40.00) registration fee per bidder that registers to participate in each online County tax sale provided by GTS through its internet based tax sale auction platform (the "Service Fee"). The Service Fee(s) shall be payable to GTS, and GTS is entitled to receive, once the sale is balanced, the sum of the number of registered bidders multiplied by the Service Fee. GTS understands, acknowledges and agrees that in no event shall GTS's invoices exceed the amount of fees actually collected by the Treasurer or the County from registered bidders for GTS's services hereunder.

4. **Term of Agreement.** Except as provided in section (vi) of the Treasurer's duties under **Exhibit A** of this Agreement, the term of this Agreement shall be as follows:

Unless sooner terminated by GTS or the Treasurer pursuant to this Agreement, the term of this Agreement shall commence on and continue from the Beginning Date for a period of one (1) year. This agreement will automatically renew for successive one (1) year terms unless the parties wish to terminate, in which case notice of intent to terminate shall be provided thirty (30) days prior to the expiration of this agreement.

5. **Information to be Provided by Treasurer.** The Treasurer hereby agrees to provide GTS in a timely manner with all reports, data and information as requested by GTS and further agrees that GTS may rely on all such reports, data and information in performing the services set forth herein and in all exhibits and addenda made a part hereof.

6. **Limitation of Liability.** The Treasurer hereby agrees that in no event shall GTS be liable for any loss of profit or indirect, special, incidental or consequential damages as a result of the use by GTS of inaccurate, omitted, erroneous, fraudulent or other insufficient information supplied to GTS by the Treasurer, the County or their agents or employees under this Agreement.

7. **Right to Contract.** GTS and the Treasurer each warrant that neither its execution and delivery of this Agreement, nor its performance of the provisions hereof are, or will constitute, a violation on its part of any applicable law or regulation or any contract, indenture or other agreement or relationship to which it is a party or by which it is bound, and each agrees that it will defend, indemnify and save the other harmless from and against any loss, costs, liability, damages or expense by reason of any claim which may be asserted to the contrary by any third party.

8. **Notice Procedure.** Except as otherwise provided in this Agreement, notice, where required hereunder, shall be sent by regular mail, to the other party at the address set forth above and will be effective upon acceptance thereof. Either party may provide for change of its address by sending notice of its new address in the same manner.

9. **Applicable Law.** This Agreement shall be governed by and construed under the internal laws of the State of Iowa without reference to its choice or conflict of law rules.

10. **Assignment.** This Agreement shall be binding on the parties, their successors and permitted assigns. Neither party may assign this Agreement without the prior written consent of the other party hereto.

11. **Headings.** All headings used in this Agreement are for reference and convenience only and shall not enter into the interpretation hereof.

12. **Invalidity.** If any provision of this Agreement shall be held invalid, illegal or unenforceable, the validity, legality or enforceability of the remainder of this Agreement shall not in any way be affected or impaired thereby.

13. **Excuse from Performance.** GTS shall be excused from performance hereunder for any period it is prevented from performing any of its obligations hereunder, in whole or in part, as a result of an act of God, war, civil disturbance, court order or other cause beyond its reasonable control, and such nonperformance shall not be a ground for termination hereof or default hereunder.

14. **No Guarantee.** GTS hereby agrees to use its best efforts to perform all services provided herein and in any addendum or exhibit made a part hereof, but in no event does GTS guarantee the collection of any delinquent taxes, assessments, penalties, fees or other charges, and nothing herein or contained in any exhibit or addendum made a part hereof shall be interpreted as such a guarantee.

15. **Amendments and Modifications.** No amendment or modification to this Agreement shall be effective unless made in writing and executed by the parties hereto.

16. **Confidential and Proprietary Information.** GTS recognizes and acknowledges that in the course of performing the services provided hereunder, it may have access to certain confidential or proprietary information. GTS hereby agrees that it will not at any time during or after the term of this Agreement disclose any such confidential or proprietary information to any person, firm, corporation, association or other entity for any reason or purpose whatsoever, unless

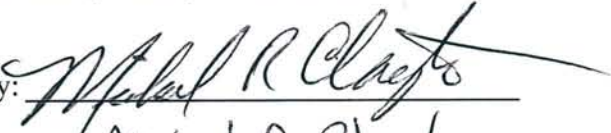
required by law or upon obtaining the prior written consent of the County or the Treasurer. In the event of a breach, whether actual or anticipated, by GTS of the provisions of this Paragraph 16, the County or the Treasurer shall be entitled to an injunction or other legal or equitable remedy pursuant to which GTS shall be enjoined or precluded for disclosing, in whole or in part, such confidential or proprietary information. The County and the Treasurer recognize and acknowledge that GTS and/or its subcontractors may provide software and other proprietary processes or information that shall remain the property of GTS or its subcontractors, is only licensed to the County/Treasurer for the term of this Agreement and may not be used by the County/Treasurer in any manner inconsistent with this Agreement or disclosed to any third parties.

17. **Entire Agreement.** This Agreement and any addenda or exhibits made a part hereof constitute the entire agreement and understanding of the parties, and supersede all prior written and oral understandings.

18. **Misc. Compliance Provisions.** (A) GTS affirms under the penalties of perjury that it does not knowingly employ an unauthorized alien. GTS shall enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. GTS is not required to participate should the E-Verify program cease to exist. GTS shall not knowingly employ or contract with an unauthorized alien. GTS shall not retain an employee or contract with a person that GTS subsequently learns is an unauthorized alien. GTS shall require its subcontractors, who perform work under this Agreement, to certify to GTS that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. GTS agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor. (B) GTS and its subcontractors shall not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of his or her race, religion, color, sex, disability, national origin or ancestry. Breach of this covenant may be regarded as a material breach of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives as of the date first written above.

Woodbury County, Iowa Treasurer

By: 
Printed: Michael R. Clayton

Board of Supervisors, Chairman

By: _____

Printed: _____

Govtech Services, Inc.

By: _____

Printed: Marc Carr

Its:

EXHIBIT A TO GTS PROFESSIONAL SERVICES AGREEMENT: DESCRIPTION OF SERVICES FOR ONLINE TAX SALE

From various reports, data and information to be provided by the County Treasurer, GTS shall:

- (i) place the list of properties to be included in the tax sale on the approved internet based tax sale auction platform provided by GTS in advance of the auction;
- (ii) update said list as necessary prior to sale;
- (iii) conduct a tax certificate/lien sale by using GTS's internet based tax sale auction platform and/or other designated websites, including associated offline components;
- (iv) oversee and administer the public access bidding;
- (v) provide technical support/customer service for the online auction in a manner consistent with the rules established by the Treasurer and the State of Iowa;
- (vi) provide the Treasurer with reports necessary to the Treasurer in balancing the sale and completing its final accounting procedure for the sale;
- (vii) provide multiple internet based webinars to facilitate training and instruction for both Treasurer's staff and bidders prior to the sale;
- (viii) collaborate with the software vendor for the Treasurer's office to facilitate an automated data exchange providing updates to the Treasurer's database;
- (ix) provide a data file of the bidders registered for each online public auction to the Treasurer in a format acceptable to both GTS and the Treasurer prior to the commencement of each such auction; and
- (x) supply the Treasurer with a data file that contains the results of each online public auction in a format acceptable to both GTS and the Treasurer within a reasonable time period following the conclusion of each such auction.

The County Treasurer and its Information Technology Department, respectively, as their duties require, shall:

- (i) provide all necessary property information and records as requested by GTS to prepare the required lists;
- (ii) review all information prepared for accuracy;
- (iii) update the sale list at reasonable intervals to update the GTS auction website;
- (iv) if the Treasurer's Office desires to host an on-site demonstration seminar, provide a suitable meeting room or meeting place with suitable internet access;

- (v) supply GTS with a data file of the properties eligible for sale in each online public auction in advance of the 3rd Monday in the month of June of each year hereunder; the data file shall be in a format acceptable to both the Treasurer and GTS; and
- (vi) make good faith efforts to require the software vendor for the Treasurer's office to cooperate with GTS with respect to the exchange of data files described herein and more specifically section (v) of the Treasurer's duties hereunder; however, if the Treasurer's software vendor cannot timely supply GTS with the data file described in section (v) of the Treasurer's duties, either party hereto may terminate this Agreement after giving the other party seven (7) days prior written notice of its intention to terminate this Agreement.

#12

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

Date: 02/26/2016

Weekly Agenda Date: 03/08/2016

DEPARTMENT HEAD / CITIZEN: <u>County Auditor – Pat Gill</u>		
SUBJECT: <u>Liquor license renewal for Foot Wedge Lounge</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: Approve liquor license for Foot Wedge Lounge.

EXECUTIVE SUMMARY: N/A

BACKGROUND: N/A

FINANCIAL IMPACT: Local Authority Share \$260.00

RECOMMENDATION: Approval

ACTION REQUIRED: Motion by second by to approve a Class C Liquor License (LC) (Commercial) with outdoor services & Sunday sales for Foot Wedge Lounge, Sloan, IA from 3/15/16 through 11/15/16.

Approved by Board of Supervisors March 3, 2015.

**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

To: Board of Supervisors

From: Patrick F. Gill, Auditor & Recorder

Date: February 26, 2016

Subject: Liquor License Application for the Foot Wedge Lounge, Sloan, Iowa.

Please approve and receive for signature, an applicaton for a 8-month, Class C Liquor License (LC) (Commercial), with Outdoor Service and Sunday sales privileges, for the Foot Wedge Lounge, Sloan, Iowa. The license would be effective 03/15/16 through 11/15/16.



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**ALCOHOLIC
BEVERAGES DIVISION**

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- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Applicant License **LC_V_64028, Foot Wedge Lounge, Sloan**

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

LENGTH OF LICENSE REQUESTED:

(Choose one of the following):

- 12 month
- 8 month
- 6 month
- 14 day
- 5 day

License Status: Submitted to Local Authority

Original issue date of license: MM/DD/YYYY

Issue date of current license: MM/DD/YYYY

License effective date: MM/DD/YYYY

License expiration date: MM/DD/YYYY

Number of days notice:

70 day notice:

Cancel date: MM/DD/YYYY

Prev

Next

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Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

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- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
- > History

Privileges **LC_V_64028, Foot Wedge Lounge, Sloan**

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

Select one or more of the privileges you wish to have for your Class C Liquor License (LC) (Commercial). If no privileges are applicable please leave all boxes unchecked and hit the next button.

PRIVILEGES:	
<input type="checkbox"/>	Brew Pub
<input type="checkbox"/>	Class B Native Wine Permit
<input type="checkbox"/>	Class B Wine Permit (Carryout Wine - Includes Native Wine)
<input type="checkbox"/>	High Proof Brew Pub
<input type="checkbox"/>	Living Quarters
<input checked="" type="checkbox"/>	Outdoor Service
<input checked="" type="checkbox"/>	Sunday Sales

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Iowa Alcoholic Beverages Division
1918 SE Hulsizer Road, Ankeny, IA 50021
Toll Free 866.IowaABD (866.469.2223)
Local 515.281.7400

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- > Applicant
- > Status Of Business
- > Ownership
- > Criminal History
- > Premises
- > General Premises
- > Applicant Signature
- > Dram Cert
- > Local Endorse
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Applicant **LC_V_64028, Foot Wedge Lounge, Sloan**

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A):

Address of Premise:

Address Line 2:

City:

County:

Zip:

Business Phone: Cell / Home Phone:

Same Address

Mailing Address:

Mailing Address Line 2:

City: State:

Zip:

Contact Name:

Phone: Email Address:

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Status of Business **LC_V_64028, Foot Wedge Lounge, Sloan**

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 The navigation links on the top may also be used to move around the application.

Indicate how the business will be operated (Choose one of the following):

<input type="radio"/> Sole Proprietorship	<input type="radio"/> Publicly Traded Corporation
<input type="radio"/> General Partnership	<input type="radio"/> Limited Liability Company
<input type="radio"/> Limited Partnership	<input type="radio"/> Municipality
<input checked="" type="radio"/> Privately-Held Corporation	

Corporate ID Number: Federal Employer ID#:

Federal Employer ID Applied For:

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Ownership LC_V_64028, Foot Wedge Lounge, Sloan

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.
The navigation links on the top may also be used to move around the application.

Corporate applicant's, list all shareholders having 10% or more interest in the corporation and all officers and directors of the corporation regardless of ownership interest. Sole Proprietors shall also include their spouse even if the spouse owns 0% interest. Non-profit corporations or associations need to list officers. Partnerships and Committees not registered with the Secretary of State office will need a trade name filing from their county recorder's office.

If you want to change ownership information at renewal time please finish the renewal with the current ownership listed. When you are finished please go to the Action List and submit an Ownership Update Application along with the license renewal.

Owners:

Name	Address	Percentage	
Jacob Goodin	1369 220th St, Sergeant Bluff, IA, 51054	0.00 %	View

1

First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Address:	<input type="text"/>		
Address Line 2:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text" value="Please Select"/>
Zip:	<input type="text"/>		
Position:	<input type="text"/>	SS#:	<input type="text"/>
Date of Birth:	<input type="text" value="MM/DD/YYYY"/>	% of Ownership:	<input type="text"/>
		U.S. Citizen:	<input type="text" value="Please Select"/>
<input type="button" value="Add"/>			

Please make sure you press "Add" after each owner's information is listed above before pushing the next button.

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Criminal History LC_V_64028, Foot Wedge Lounge, Sloan

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

<input type="text" value="No"/>	Have you ever been convicted of a felony offense in Iowa or any other state of the United States? If yes, list on the next (Violations) screen.
<input type="text" value="No"/>	Have any of the owners listed in the ownership screen ever been charged, arrested, indicted, convicted or received a deferred judgment for any violation of any state, county, city, federal or foreign law? All information shall be reported regardless of the disposition, even if dismissed or expunged. Include pending charges. DO NOT include traffic violations, except those that are alcohol related. If yes, list violations on the next (Violations) screen.
<input type="text" value="None"/>	If no arrests, indictments, summons or convictions are applicable select "NONE".

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Premises Information LC_V_64028, Foot Wedge Lounge, Sloan

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

Control of premises:

Own

Lease

Other explain:

Submit a signed copy of the lease/rental agreement for the license period or signed final sales contract or warranty deed to your local authority.

Submit a sketch to the Local Authority on 8 1/2 x 11' white paper of the proposed premises showing all areas under the control or lease of the Applicant. Include all floors where alcoholic beverages will be sold, served, consumed and stored. Indicate all entrances and exits, location of bar, back bar, and bathrooms. Please provide a separate sketch for each floor. If Applicant has Outdoor Service Area Privilege, please include in the sketch it's relationship to the licensed premises.

Boat Applicants Only: Submit a sketch to the Local Authority on 8 1/2 x 11' white paper of the proposed premises showing all areas under the control or lease of the Applicant. Include all decks where alcoholic beverages will be sold, served, consumed and stored. Indicate all entrances and exits, location of bar, back bar, bathrooms and where licenses will be displayed. Please provide a separate sketch for each deck. A separate sketch is required for each boat.

Premises type:

Local Authority:

License City:

City Population: 973

License County:

County Population: 102172

Dram Shop:

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General Premises Information LC_V_64028, Foot Wedge Lounge, Sloan

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen.

The navigation links on the top may also be used to move around the application.

of Bathrooms:

of Floors:

Equipped with tables and seats to accommodate a minimum of 25?

Are other liquor, wine or beer businesses accessible from the interior of your premises?

Does your premises conform to all local and state health, fire and building laws and regulation?

Is the capacity of your establishment over 200?

Do you charge a cover charge?

If yes, how often?

Infusing [click here for more information](#)

I will be mixing and storing mixed drinks, cocktails, or infusions prior to a customer placing an order for the beverage.
I will mix, store, and dispense mixed drinks, cocktails or infusions which are not for immediate consumption in compliance with the requirements and restrictions provided in Iowa Code § 123.49(2)"d"(2) and 185 Iowa Administrative Code § 4.5.

I understand that a failure to comply with applicable laws and rules will result in a fine, license suspension, and/or license revocation.

Agree Disagree

I will NOT be mixing and storing mixed drinks, cocktails, or infusions prior to a customer placing an order for the beverage.

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Applicant Signature LC_V_64028, Foot Wedge Lounge, Sloan

Complete the information below and click Finish to complete the application
Note that the license fees will only be withdrawn from accounts after the ABD approves the license.

This application must be completed by a person listed in the Ownership Section.

I hereby declare that all information contained in the Application is true and correct. I understand that misrepresentation of material facts in the Application is a crime and grounds for denial of the license or permit under Iowa law. I further understand that, as a condition of receiving a license, the licensed premises is subject to inspection during business hours by appropriate local, state and federal officials.

NOTE: The Applicant's Name must match one of the owner's names from the Ownership screen.

Owner's Signature: Date:

MM/DD/YYYY

Tentative effective date: MM/DD/YYYY

Amount to be transferred from your account: \$ 624.00

Funds will be pulled from your account 2 days after ABD approves the license. You are ready to submit the application for your license to sell alcoholic beverages in the State of Iowa. By providing the bank information requested and clicking on "finish" you are indicating that you are an owner or authorized user of the bank account listed and that you hereby authorize ABD to debit the account in the amount indicated above.

NAME ADDRESS CITY, STATE, ZIP	0123 01-23456789
DATE	
PAY TO THE ORDER OF	\$ <input type="text"/>
BANK NAME ADDRESS CITY, STATE, ZIP	DOLLARS
FOR	
⑆0 ⑆2345678⑆ 0 ⑆234567890 ⑆23⑆ 0 ⑆23	

Bank Routing Number:

Bank Account Number:

Check Number:

Applicant's Bank Name:

Applicant's Bank Routing Number:

Repeat Bank Routing Number:

The routing number will ALWAYS be 9 digits long. If you are unsure of your routing or account number, call your bank.

Applicant's Account Number:

Repeat Account Number:

Credit cards are not accepted. Your bank information is transferred over a secure connection and is completely confidential.

BY CLICKING ON THE "FINISH" BUTTON, I AGREE TO THE TERMS AND CONDITIONS OF USING MY BANK ACCOUNT AS A PAYMENT METHOD, WHICH ARE LISTED BELOW, AND AUTHORIZE THE STATE OF IOWA TO DEBIT MY BANK ACCOUNT FOR THE LICENSING FEE LISTED ABOVE.

1. Bank Account Payments. By choosing to use a bank account as your payment

Please print a copy of this page for your records before clicking the "FINISH" button.

[Print Notary Form](#) [Finish](#)

If you are not taken to a confirmation screen after clicking on "Finish", please see the notes at the top of the applicant signature screen to find out why the application was not submitted.

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Dram Shop Liability Certificate of Insurance LC_V_64028, Foot Wedge Lounge, Sloan

Complete the information below and click **SUBMIT** to endorse this New application.

POLICY INFORMATION	
Reason for re-submittal:	
This is to certify: <i>Illinois Casualty Co</i>	
Policy Number:	LL100858
Assured:	Sloan Community Recreation Corp
DBA:	Foot Wedge Lounge
Address:	3212 Old Highway 75
Address Line 2:	
City:	Sloan
State:	Iowa
Zip:	51055
Policy Effective Date:	03/15/2016 MM/DD/YYYY
To: <input type="radio"/>	Expiration Date: 11/14/2016 MM/DD/YYYY
Thru: <input checked="" type="radio"/>	

CHECK LIST	
<input checked="" type="checkbox"/>	Outdoor Service Endorsement
<input checked="" type="checkbox"/>	Policy Information Verified (if incorrect please contact the licensee)
Does this policy contain an annual aggregate limit provision?	No
If Yes, Annual aggregate limit is:	Please Select

The above-mentioned policy of insurance (hereinafter policy) contains coverage to comply with the provisions of Iowa Code section 123.92 and all regulations of the Iowa Department of Commerce, Alcoholic Beverages Division.

The policy may be canceled by the Company of the Assured giving 30 days notice in writing to the Alcoholic Beverages Division at its office, Ankeny, Iowa. The 30 days notice will commence from the date notice is actually received by the division.

Whenever requested by the division, the company agrees to furnish to the division a duplicate original of the policy and all pertinent endorsements.

Signature: Date: 02/22/2016 MM/DD/YYYY

Submit

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Local Authority Endorsement **LC_V_64028, Foot Wedge Lounge, Sloan**

Complete the information below and click **SUBMIT** to endorse the New.

LICENSE INFORMATION

Local Authority: County of Woodbury
 Daytime Phone for Local Authority:

License Approved
 License Denied Reason For Denial:
 Outdoor Service Area Approved
 Outdoor Service Area Denied

Effective Date:

CHECK LIST

Sketch on file
 Lease, Final Sales Contract or Warranty Deed on file
 Premise's address correct
 Notarized statement on file
 Premise zoned properly

Fire inspection completed: Yes No
 Health inspection completed: Yes No
 Was a DCI background check run: Yes No

Previous license number for this location:

Fee Amount: \$624.00
 Local Authority Share: \$260.00

COMMENTS

Signature: Date: MM/DD/YYYY

Submit

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License History **LC_V_64028, Foot Wedge Lounge, Sloan**

[View All History](#)

License Number	DBA	Comment	Comment Date	Last Updated By
	Foot Wedge Lounge	Status changed to Submitted to Local Authority. Dram Shop approved New	2/22/2016	Michelle.Balk
	Foot Wedge Lounge	New Application signed.	2/19/2016	SloanGolf

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#13a

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

Date: March 2, 2016

Weekly Agenda Date: March 8, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Discussion of possible intersection safety project**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

Consideration X

WORDING FOR AGENDA ITEM: Discussion of possible intersection safety project.

EXECUTIVE SUMMARY: The county engineers office has been approached by a private property owner to consider an intersection reconstruction project at the intersection of 280th Street and Old Highway 141. Staff has reviewed the location of the current intersection and a proposed relocated intersection with the landowner. While the intersection does not have an accident history, the location does not have adequate sight distance and if reviewed under current standards, we would not allow even a driveway to be built at this location. The proposed alternative location significantly improves sight distance for the intersection. All road users on 280th Street east of Old 141 would benefit from the intersection relocation.

The property owner expressed willingness to donate the land if the county would consider constructing the project. We have not had a chance to do a preliminary design or project estimate, but are seeking board guidance as to whether to pursue this project.

A design diagram will be provided for the board's consideration on Tuesday. It is not ready in time to be included in the board packet.

BACKGROUND: The project is not part of the current five year program. Adjacent landowners are concerned about their ability to see well enough at the intersection to safely turn onto Old Highway 141 and expressed interest in participating in the project by providing right of way for the road and intersection relocation.

FINANCIAL IMPACT: This project would be funded with local secondary road funds.

RECOMMENDATION: No recommendation at this time. We seek that the Board provide guidance as to whether the project should be added to the construction program for FY 2017.

ACTION REQUIRED/MOTION PROPOSED: Motion to add the project to the FY 2017 program.

.

Approved by Board of Supervisors March 3, 2015.

#136

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

Date: March 2, 2016

Weekly Agenda Date: March 8, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Receive and Consideration of award of bids for project number RC-CO97(130)—9A-97.**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

Consideration

WORDING FOR AGENDA ITEM: Receive and consider bids for project number RC-CO97(130)—9A-97.

EXECUTIVE SUMMARY: This project is part of the FY 2016 construction program. The project was added to the program after the county received \$783,000 in state RISE funds. The county received RISE funds following the announcement by AGP that they planned to construct a new soy oil refinery at their plant south of Sergeant Bluff. The county will be matching the RISE grant with urban renewal area bonding for the project.

BACKGROUND: This project will replace the 43 year old existing concrete pavement from the north intersection of Port Neal Road (County route K25) and Port Neal Circle to the entrance of the MidAmerican Energy Neal 4 plant/AGP soy plant entrances.

FINANCIAL IMPACT: This project is paid for by a combination of 50% RISE funds, 50% local funds.

RECOMMENDATION: Recommend that we receive bids and allow engineer to review them and make an award recommendation.

ACTION REQUIRED/MOTION PROPOSED: Motion to receive the bids and direct the county engineer to evaluate the bids and return with a recommendation for award.

Approved by Board of Supervisors March 3, 2015.

#13c

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

Date: March 2, 2016

Weekly Agenda Date: March 8, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Receive and Consideration of award of bids for project number FEMA 9 & 14—73-97.**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

Consideration

WORDING FOR AGENDA ITEM: Receive and consider bids for project number FEMA 9 & 14—73-97.

EXECUTIVE SUMMARY: This project was necessitated by damage to county infrastructure during the June 2014 flood. The culvert at site 14 was severely damaged in the June 2014 flood event and requires replacement. The road embankment at site 9 on county route D54 was damaged during the same flood event. The replacement culvert has been designed, construction permits have been secured from regulatory agencies, and the plans have been put out to contractors for bid.

BACKGROUND: The projects are a continuation of the repair program necessitated by damage to county roads during the June 2014 flood.

FINANCIAL IMPACT: This project is paid for by a combination of 75% FEMA, 10% state emergency management, and 15% special bridge fund money.

RECOMMENDATION: Recommend that we receive bids and allow engineer to review them and make an award recommendation.

ACTION REQUIRED/MOTION PROPOSED: Motion to receive the bids and direct the county engineer to evaluate the bids and return with a recommendation for award.

Approved by Board of Supervisors March 3, 2015.

#13d

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

Date: March 2, 2016

Weekly Agenda Date: March 8, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of permit for overhead or underground utilities in the Highway Right of Way.**

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

Consideration X

WORDING FOR AGENDA ITEM: Consideration of permit for installation of underground communications line within the Highway Right of Way for Century Link on Pocahontas Avenue near Correctinville.

EXECUTIVE SUMMARY: Permittee will be working within county right of way on a utility project. The line will be plowed into the backslope and bored under the creek south of 160th Street. The line replaces a temporary cable installed during the construction of the new bridge on Pocahontas Avenue in 2015.

BACKGROUND: Work in the county ROW requires a permit from the Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: None

RECOMMENDATION: Recommend approval of application.

ACTION REQUIRED/PROPOSED MOTION: Motion to approve permit to work in Highway Right of Way to place underground utilities for Century Link.

Approved by Board of Supervisors March 3, 2015.

RECEIVED

FEB 23 2016

COUNTY ENGINEER
WOODBURY COUNTY IOWA
BY _____



CenturyLink™

February 26, 2016

Woodbury County Engineer
759 E. Frontage Rd
Merville, IA 51039

Mark,

RE: *CENTURYLINK REPLACEMENT OF COPPER CABLE IN COUNTY RIGHT OF WAY ON
POCAHONTAS AVE IN RURAL CORRECTONVILLE IOWA*

In 2014 CenturyLink did a temporary layout of cable around a bridge project for Woodbury County south of the intersection of 160th Street and Pocahontas Ave near Correctionville Iowa. This project will permanently replace the temporary cable that laid out during the bridge replacement project.

Included are 3 copies of a Woodbury County permit and permit sketches for placing in the Woodbury County ROW in rural Correctionville, Iowa.

Please review and return all copies with original signatures on Woodbury County Permits We will be looking to begin this project right way this spring. Your quick attention to this permit is greatly appreciated.

Once the project begins, should you have questions please contact Dale Mruz – CenturyLink Construction Project Administrator at 402.278.1402 or Dale.Mruz@CenturyLink.com.

Please feel free to contact me as well should have any questions.

Thank you.

Justin D. Melohn
CenturyLink
Engineer II
426 Lake Ave
Storm Lake, Iowa 50588

Office: 712.732.8348

Cell: 712.560.5105

Fax: 712.732.8368

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

REQUEST BY APPLICANT:

Name Qwest d/b/a CenturyLink OC

Highway Pocahontas Ave

Address 426 LAKE AVE

Township Rock

STORM LAKE IOWA, 50588

City of Correctionville

Office Phone (712)732 8348

Local Phone (712)7328348

Section: SW TO SE 1/4 of 1/4 Sec 5 & 6

Type of Utility Installation TELEPHONE

T 88 N, R 42 W

Plans Prepared By JUSTIN D MELOHN

Copy Enclosed Yes No

Map Showing Location Enclosed Yes No

Utility Location is cross right-of-way
 overhead

parallel to right-of-way
 underground

Proposed Method of Installation

tunnel

suspend on poles

cased

Jack & bore

suspend on towers

trench

open cut

plow

Estimated Starting Date 04/18/2016

Estimated Restoration Date 04/20/2016

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, Room 502 Courthouse Sioux City, Iowa 51101. One executed copy will be returned to the Applicant.

By [Signature]
(Signature of Authorized Utility Representative)

Title ENGINEER II

Date FEBRUARY 25, 2016

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:

#15

Meeting Minutes, February 24th, 2016

SECOND MEETING OF WOODBURY COUNTY POLICY REVIEW COMMITTEE

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

Members present: Matthew Ung, County Supervisor; Pat Gill, County Auditor; Ed Gilliland, Director of Human Resources; PJ Jennings, County Attorney; Tonia Abell, Human Resources

Agenda

- I. Call to order---Ung
- II. Public comments
- III. Approval of Agenda

Ung stated John Malloy has an item he would like to present regarding IT mobile device policy; this would be placed on agenda after new business

IV. New Business

- a. Misc. updates; Employee Handbook, Policy Handbook

Ung opened with a question regarding status of new policy updates to the County website.

Gill responded that his office is looking at a plan to put into place for website policy updates and will present at the next Policy Committee meeting.

Ung inquired on the status of update on New Employee Handbook. Gilliland responded that it is coming along and we (HR) should see something within the next 2-3 weeks. Ung stated he would like to see that separate policies be incorporated in the new handbook and that something put together for Chairman Taylor to view at the next department meeting. Gilliland confirmed something should be together and feedback from the department heads would be good.

- b. Nepotism Policy (2nd review of existing policy) ---Gilliland

Ung inquired on the status of the Nepotism policy in regards to using the City's Nepotism Policy as a template for County. Gilliland presented a rough draft with amendments made to the existing County policy as discussed at the last committee meeting. Gill reminded committee to keep within the IA code (*Chapter 71 Nepotism 71.1*). Dave Drew (Sheriff) wanted to confirm that those who are under civil service are an exception to the Nepotism policy. Drew stated that he does have employees in his Office related but not in a capacity to supervise each other. Abell inquired if the amendment to the Nepotism policy is too stringent if a relative is considered for one department but related to a person in another department if they would be disqualified for hire. Gilliland responded that there are circumstances where that would apply, example of Human Resource department due to high confidentiality and employee investigations. **Ung devised a plan of action to have Gilliland and PJ meet to clean up the language of the amendments and bring back to the next Committee meeting to discuss and later present to the Board.**

- c. Parking Policy (1st review of new policy)-----Gill

Gill introduced a revised Woodbury County Parking Plan.

Gill covered step by step the proposed Resolution of establishing a parking plan.

Gill iterated the Auditor interpretation of parking plan, however Board has final say. Gill presented a plan outlining the designated parking spots for each department. Ung inquired on the reason why designate any of the Sheriff's parking spots if Sheriff is allowed to park anywhere. Drew explained that History from 1987 there were (6) or (7) parking spots for the Sheriff's office. Drew felt it was allowable to have the Sheriff's clerk's park in those spots since he has a pass and official car and can park anywhere without paying for parking. Drew stated he did not think he should be penalized because he was allowing his staff to park in the Sheriff designated parking spots. Ung

inquired what happens when someone parks in someone else's parking spot at Sheriff designated parking. Drew responded that has not been a problem since there are enough parking spots for the clerical staff, he did not feel there had been issues concerning that.

Gill pointed out that Building Services would have (3) parking spots at the Eagles Parking. Building Services gave up one of their parking spots, this would allow for Budget Analyst personnel (Dennis Butler) to have County assigned parking.

Kenny Schmitz (Building Supervisor) commented that it is more convenient to keep building services vehicles, such as snow removal vehicle parked by Eagles Club, otherwise only other storage would be Prairie Hills and this would cause more of an inconvenience. Currently those vehicles are parked at the ramp near Building Services.

Ung agreed. Gill noted that Mark Olsen (Juvenile Detention Director) is the only person assigned a parking spot at the Eagles building.

Schmitz stated there should not be an issue with his personnel once there is clear understand of where to park. There was mentioned by previous Assistant Building Service Supervisor that building service personnel could park next to Eagles lot that clearly states "No Parking". Schmitz has no verification of who is allowed to park there, since not County owned. Gill commented that if building services should park at the empty adjoining lot they do so at their own peril.

Jennings expressed concern for Judges parking. Drew recommended the ramp parking would be better. Jennings recommended that at least the Chief and Supreme Court Judges for security should have ramp assigned parking. Drew agreed, stating that inmates at the LEC write everything down they view out their window knows what everyone is driving.

Schmitz related that when someone has an issue with someone else's parking in another person's parking spot that building services hears about it from them and demands building services to act now and have car towed.

Jennings response is that Judges are appreciative of the ramp parking, ramp is mostly secure.

Gill inquired if there are spots in ramp. Jennings responded that Mental Health would no longer have parking spots in ramp, but County would now have to pay for them if they were assigned to Judges.

Schmitz requested that procedure be put in place of steps to be taken when someone parks in someone else's parking spot.

Jennings commented that once the policy is written it will make it clear who is assigned to which parking. Jennings agreed with Drew earlier statement that Sheriff designated spots then Sheriff can assign those spots. Gill doesn't know if a procedure was in place to handle someone parking in another spot. Drew had an instant where Sheriff did run a license plate for investigation of someone parking in someone else parking.

Gill inquired on the legality. Ung inquired on Sheriff assigning his designated spots. Drew stated everyone knows their parking spot. Ung stated if a 3rd party then the issue of procedure. Schmitz stated there was an issue with a contractor parking in an assigned parking with no signage.

Jennings once again stated this issue once policy resolved, will make it clear to everyone. Jennings brought the conversation back to the Judge's parking. Drew confirmed that Judges are exposed by parking on the street. Ung instructed an inquiry to Judges about their preference of parking in the ramp. Gill inquired about the criteria should be met for those spaces in ramp. Gill stated he had conducted a County comparison with other Counties parking policies. Gill's comparisons resulted in finding that some Counties assign spots but on a 1st come, 1st service basis to County owned property or County provides gates to ramp and employee pay to park. Ung inquired if who would get those 2 spaces in the ramp. Jennings again pointed out it would be a matter of security to move the judges

off the street parking. Ung inquired on Sheriff parking, did previous Sheriff designate Sheriff parking spots, and if someone leaves the office does Sheriff keep office staff parking or do the Majors etc. park in the spot. Drew responded he is not changing his past practice of designating parking spots. Jennings agreed Drew is designating those spots to whomever.

Ung resolved that practice with the Sheriff's Office will not change. Ung inquired what Drew believes will happen with any future Sheriff. Drew is not going to hold any future Sheriff to his practice. Gill inquired who would pay for the Judges parking. Jennings asked who the City and County Assessors department is paid by.

Mike Clayton (County Treasurer) suggested maybe by City or Assessors budget. Clayton stated he would prefer to be closer to courthouse, doesn't want street parking but it doesn't matter. Gill suggested Clayton could swap with Supreme Court judge. Drew volunteered to talk to Judges about their thoughts on safety-to discuss at next committee meeting to later present to the Board. Gill will revise policy to include enforcement plan to include signage and tow procedure. Jennings inquired if it was the intent to have the Auditor's office to have general custody and control. Gill stated control and enforcement is with the Board, identification is by the Auditor's office.

Motion by Jennings, second by Ung, to recommend the Resolution to the board, passed 5-0. Ung instructed Drew to provide feedback from Judges regarding parking and committee to provide criteria if available. Drew agreed.

d. Policy items requests for future-----Committee and Public

Ung proceeded to next topic, IT mobile device policy to John Malloy (Director of WCICC). Malloy requested to table his outline on IT mobile device policy, orientation on policy to new employees and training for current employee on the mobile policy. Consensus by committee to place on agenda for next policy committee meeting.

Gill inquired if any action was taken concerning issues with last night (2/23/2016) Board of Supervisor meeting, Jim Rixner comments at the Board meeting regarding audio. Malloy stated he has been in contact with Jeremy Taylor and working to improve the audio, reposition the podium microphone and research issues with recording of meetings. Ung inquired if building services could assist with any wiring issues. Schmitz responded he is willing to work with Malloy on any issues that arise. Schmitz and Malloy provided their idea of redesigning the patrician, new camera and audio that is referred to as "Supervisor in a box". Schmitz stated he intends to replace the folding table to provide a better pathway. Ung inquired if the microphone would be comparable to the City Council that Supervisors could speak into and not just clipped. Schmitz responded no sound adjustment like that has been put into plan. Schmitz plan is to move sound up off the floor. Malloy stated the microphone the City Council uses cost them a lot of money.

Schmitz again request committee to clarify procedure when another person has parked in a designated parking spot. Schmitz inquired, "Do we tow"? Drew responded that any complaints regarding the policy be directed to the Sheriff's Office. Sheriff will run the plate before a vehicle is towed. Drew will take care of tow. Committee resolved to refer all complaints regarding vehicles parked in designated spots to Sheriff's Office.

Ung proceeded to set up next policy meeting. Agreed by committee to meet Wednesday, March 30th @ 10:00 AM. This meeting will be soon after the Department Head Meeting to discuss any feedback or issues that arise. Ung will set agenda for Malloy to be first on list of New Business.

Adjourned 11:45 AM

**NOTICE OF A GATHERING OF THE WOODBURY COUNTY
BOARD OF SUPERVISORS**

You are hereby notified that a majority or all members of the Woodbury County Board of Supervisors may gather on Thursday, March 10, 2016 and Friday, March 11, 2016, for the Iowa State Association of Counties 2016 Spring School of Instruction at the Des Moines Marriott Downtown, 700 Grand Ave., Des Moines Iowa

Sioux City Conference Board Meeting

3/10/16 Thursday
1:30 PM
City Hall
City Council Chambers
405 6th St
Sioux City, Iowa

Meeting called by:

Bob Scott, Chairman

Type of meeting:

Public Hearing

Attendees:

- Rhonda Capron
- Pete Groetken
- Dan Moore
- Keith Radig
- Bob Scott

- Craig Anderson
- Larry Clausen
- Mark Monson
- Jackie Smith
- Jeremy Taylor
- Matthew Ung

- Perla Alarcon-Flory
- David Gleiser
- Paul Gorski
- Amiee Krogh
- Mike Krysl
- Mike McTaggart
- John Meyers
- Dennis Reinke
- Jackie Warnstadt
- Hinton

Agenda

1. Call of the roll
2. Reading of the minutes of 2/9/16
3. Interview Board of Review candidates
4. Approval of budget
5. Any other business that may come before the Board
6. Adjournment

Additional Information

Observers:

Discussion:

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION
MEMORANDUM**

TO: Board of Supervisors
FROM: Heather Satterwhite, Executive Secretary
DATE: March 3, 2016
RE: Farm Receipt

Attached to this memo is a copy of the check received from Whiskey Creek Partnership
for:

Land Contract	\$36,844.70
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Thank you.

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

WHISKEY CREEK PARTNERSHIP
1739 Charles Ave
Lawton, IA 51030
(712) 943-5304

WASHINGTON COUNTY BANK
Farm Credit Services of America
5015 South 118th Street, Omaha, NE 68137
76-1408/1049

11503

03/01/2016

PAY TO THE ORDER OF Woodbury County Treasurer

\$ **36,844.70

Thirty-Six Thousand Eight Hundred Forty-Four and 70/100 ***** DOLLARS

Woodbury County Treasurer
620 Douglas St.
Sioux City, IA 51101



MEMO 2016 SPRING RENT on 203.5 Acres

⑈011503⑈ ⑆104914089⑆79260000166624⑈

WHISKEY CREEK PARTNERSHIP

11503

Woodbury County Treasurer

03/01/2016

Date Type Reference
02/01/2016 Bill 2016SPRINGRENT

Original Amt.
36,844.70

Balance Due
36,844.70

Discount
Check Amount

Payment
36,844.70
36,844.70

WC Partnership - Far 2016 SPRING RENT on 203.5 Acres

36,844.70

Details on Back. Intuit® CheckLock™ Secure Check

Check: 11583
Date: 3/02/16 AM Recpt no: 6153
CHECK PAYMENTS \$36844.78

*** CUSTOMER RECEIPT ***
Date: 3/02/16 08 Receipt no: 6153

Description	Quantity	Amount
86	25-LAND RENT	81
	1.00	\$36844.78
WHISKEY CREEK PARTNERSHIP		
2016 SPRING RENT ON COUNTY		
FARM LEASE		
GEN BASIC FUND		
W C BOARD OF SUPERVISORS		
OK		

Tender detail		
CR CHECK PAYMEN	11583	\$36844.78
Total tendered		\$36844.78
Total payment		\$36844.78

Trans date: 3/02/16 Time: 8:23:21

** THANK YOU FOR YOUR PAYMENT **

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
2/27/16	Saturday	198	175	23	0	12
2/28/16	Sunday	210	187	23	0	12
2/29/16	Monday	210	187	23	0	12
3/1/16	Tuesday	199	176	23	0	13
3/2/16	Wednesday	217	194	23	0	15
3/3/16	Thursday	211	188	23	0	16
3/4/16	Friday	221	198	23	0	16
		1466	1305	161	0	96

24 HOUR DAILY COUNT

<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>
2/27/16	223	192	31
2/28/16	223	197	26
2/29/16	230	207	23
3/1/16	231	205	26
3/2/16	232	195	37
3/3/16	233	197	36
3/4/16	247	203	44
	1619	1396	223

*Highest population count each day