



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (MAY 10, 2016) (WEEK 19 OF 2016)

Agenda and Minutes also available at www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held May 10, 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 May 10, 2016 Action
4. Approval of the minutes of the May 3, 2016 meeting Action
5. Discussion and approval of claims Action

Recess Board of Supervisors Meeting
Convene for County Drainage District Trustees Meeting

- 6. ISG - Brian Blomme
a. Receipt of drainage engineer's report on Wolf Creek Drainage District and consideration of action based on report Action
b. Consideration of contract for Watchman Services for Drainage Districts under Board of Supervisor's trusteeship Action

Adjourn County Drainage District Trustees Meeting
Continue Board of Supervisors Meeting

7. Secondary Roads – Mark Nahra
  - a. Consideration of approval of final payment voucher for Bridge Project BRS-0867(601)—60-97 Action
  - b. Consideration of award of bid for Bridge Project FEMA 35, 36, 37, 39, 40-73-97 Action
  - c. Consideration of award of bid for Bridge Project ER-CO97(125)—58-97 Action
  - d. Consideration of award of bid for Bridge Project STP-S-CO97(127)—5E-97 Action
  - e. Consideration of award of bid for Bridge Project BROS-CO97(128)—60-97 Action
  - f. Consideration of approval of contract for Bridge Project L-B(X14)—73-97 Action
  - g. Consideration of approval of contract for PCC Paving Project RC-CO97 (130) 9A-97 Action
  - h. Consideration of award of quotations for a new motor grader Action
  - i. Consideration of approval of a contract amendment for production of gravel for FY 2016 Action
  
8. Human Resources – Ed Gilliland
  - a. Approval of Memorandum of Personnel Transaction Action
  - b. Authorize Chairman to sign Authorization to Initiate Hiring Process Action
  - c. Approval of retiree request to remain on County health & dental Insurance plan Action
  - d. Employee notification procedure Information
  
9. Rural Economic Development – David Gleiser  
Budget Request for County Government Day food items Action
  
10. Board Administration – Karen James  
Approval of resolution for a tax suspension for D. B. Action
  
11. Emergency Services – Gary Brown
  - a. Approval to purchase two Physio Control Lifepak 15 debibrillators/monitors Action
  - b. Recommendation and approval to purchase a 4x4 medium duty rescue truck Action
  
12. County Auditor – Patrick Gill  
Consideration of a resolution to authorize and implement security awareness Training for Woodbury County employees using the WCICC-IT network Action
  
13. Building Services – Kenny Schmitz  
Woodbury County Courthouse historical light fixture globes Action
  
14. County Sheriff – Dave Drew  
Woodbury County proclamation recognizing National Law Enforcement Memorial Week Information
  
15. Board of Supervisors – Matthew Ung  
Authorization to apply for ISAC Excellence in Action Award Action
  
16. Chairman's Report Information
  - a. Movice request for Frontage Road
  - b. Credentialing of county employees
  
17. Reports on Committee Meetings Information
  
18. Citizen Concerns Information
  
19. Board Concerns and Comments Information

## ADJOURNMENT



## CALENDAR OF EVENTS

<b>WEDNESDAY, MAY 11</b>	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
	<b>6:30 p.m.</b>	911 Service Board Meeting, Public Safety Center, Climbing Hill
	<b>8:00 p.m.</b>	County's Mayor Association Meeting, Public Safety, Center, Climbing Hill
<b>THURSDAY, MAY 12</b>	<b>7:00 p.m.</b>	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	<b>12:00 p.m.</b>	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa
<b>MONDAY, MAY 16</b>	<b>8:00 a.m.</b>	Department Head Meeting, Large Conference Room, LEC
	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech
<b>WEDNESDAY, MAY 18</b>	<b>12:00 noon</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St.,
	<b>10:00 a.m.</b>	Senior Center Board of Directors Meeting, 313 Cook Street
<b>THURSDAY, MAY 19</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
<b>MONDAY, MAY 23</b>	<b>6:00 p.m.</b>	Zoning Commission Meeting, Board of Supervisors' Chambers
	<b>7:30 p.m.</b>	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville
<b>TUESDAY, MAY 24</b>	<b>2:00 p.m.</b>	Decat Board Meeting, Western Hills AEA, Room F
	<b>1:00 p.m.</b>	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
<b>WEDNESDAY, JUNE 1</b>	<b>12:00 noon</b>	District Board of Health Meeting, 1014 Nebraska St.
<b>THURSDAY, JUNE 2</b>	<b>5:00 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>MONDAY, JUNE 6</b>	<b>6:00 p.m.</b>	Board of Adjustment meeting, Board of Supervisors' Chambers
<b>TUESDAY, JUNE 7</b>	<b>4:45 p.m.</b>	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>WEDNESDAY, JUNE 8</b>	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission Board of Supervisors' Chambers
<b>THURSDAY, JUNE 9</b>	<b>7:00 p.m.</b>	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	<b>12:00 p.m.</b>	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa

**The following Boards/Commission have vacancies:** Commission To Assess Damages - Category A, Category B, Category C and Category D

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.*



MAY 3, 2016 —SEVENTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, May 3, 2016 at 4:30 p.m. Board members present were M and Clausen; Taylor was absent. Staff members present were Dennis Butler, Budget Tax Analyst, Kar Administrative Coordinator, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

1. The meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.
2. There were no citizen concerns.
3. Motion by Monson second by Ung to approve the Agenda for May 3, 2016. Carried 4-0. Copy filed.
4. Motion by Clausen second by Monson to approve the minutes of the April 26, 2016 Board meeting. Carried 3-0; Smith abstained. Copy filed.
5. Motion by Monson second by Clausen to approve the claims totaling \$311,213.25. Carried 4-0. Copy filed.
6. The Board received a good news report: County Government Day – May 24, 2016 from the Matthew Ung. Copy filed.
- 7a. A public hearing was held at 4:35 p.m. for the sale of parcel #194610, 322 Argonne Pl. The Chairperson called on anyone wishing to be heard.

Motion by Smith second by Ung to close the public hearing. Carried 4-0.

Motion by Clausen second by Monson to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Eufrazio & Connie Taracena, 3700 Grandview Blvd., Sioux City, for real estate parcel #194610, 322 Argonne Pl. for \$40.00 plus recording fees. Carried 4-0.

**RESOLUTION OF THE BOARD  
OF SUPERVISORS OF WOODBURY COUNTY, IOWA  
RESOLUTION #12,368**

**BE IT RESOLVED** by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

**By Eufrazio & Connie K. Taracena** in the sum of Forty Dollars & 00/100 (\$40.00)-----  
-----dollars.

For the following described real estate, To Wit:

**Parcel #194610**

**Lot Nine of Block Four in Hatfields Addition to City of Sioux City, Woodbury County, Iowa  
(322 Argonne Pl.)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

**BE IT RESOLVED** that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

**BE IT RESOLVED** that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).



**BE IT FURTHER RESOLVED** that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

**SO DATED** this 3<sup>rd</sup> Day of May, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7b. Motion by Monson second by Ung to approve and authorize the Chairperson to sign a Resolution for tax suspension for Valerie Mahrt, 205 E Randolph, Anthon, IA parcel #884332482015. Carried 4-0.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,369  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Valerie Mahrt, is the titleholder of property located at 205 E. Randolph, Anthon, IA, Woodbury County, Iowa, and legally described as follows:

**Parcel #884332482015**

**Lot Thirteen (13) Block Twelve (12) City of Anthon**

**WHEREAS**, Valerie Mahrt, is the titleholder of the aforementioned properties have petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2009 Iowa Code section 427.9, and

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

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

**SO RESOLVED** this 3<sup>rd</sup> day of May, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7c. Motion by Monson second by Smith to approve and authorize the Chairperson to sign a Resolution for tax suspension for Penny Keleher, 113 S Leonard, Sioux City, IA parcel #894730329006. Carried 4-0.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,370  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Penny Keleher, as titleholder of a property located 113 S. Leonard, Sioux City, Woodbury County, Iowa, and legally described as follows:

**Parcel # 894730329006**

**East 100 feet North 140 feet Lot 28, Highland 1 & 2 Addition, City of Sioux City**

**WHEREAS**, Penny Keleher of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2009 Iowa Code section 427.9, and

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

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

**SO RESOLVED** this 3rd day of May, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 8a. Motion by Smith second by Clausen to approve the other of Kenneth Schmitz, Director, Building Services Dept., effective 3-01-16, \$77,000/year. Job Title Change from Superintendent to Director.; the promotion of Steve Holden, Building Services Supervisors, Building Services Dept., effective 5-9-16, \$51,876/year, 17%=\$7,587/year. Promotion from Maintenance Tech to Supervisors. One additional week of vacation.; the reclassification of Max Martin, Civilian Jailer, County Sheriff Dept., effective 5-15-16, \$18.19/hour, 4%=\$.71/hr. Per CWA Civilian Officers agreement, from Class 3 to Class 2., the reclassification of Anthony Thomas, Civilian Jailer, County Sheriff Dept., effective 5-15-16, \$18.19/hour, 4%=\$.71/hr. Per CWA Civilian Officer agreement, from Class3 to Class2.; the reclassification of Derek Brand, Sheriff Deputy, County Sheriff Dept., effective 5-16-16, \$26.92/hour, 6%=\$1.64/hr. Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class., the reclassification of Troy Tadlock, Sheriff Deputy, County Sheriff Dept., effective 5-16-16, \$26.92/hour, 6%=\$1.64/hr. Per CWA Deputy Sheriff Contract agreement, from Class 1 to Senior Class., and the reclassification of Aaron Tyler, P/T Youth Worker, Juvenile Detention Dept., effective 5-21-16, \$23.29/hour, 5.5%=\$1.24/hr. Per AFSCME Juvenile Detention Contract Agreement, from Grade 1/Step 4 to Grade 1/Step 5. Carried 4-0. Copy filed.
- 8b. Motion by Monson second by Ung to authorize the Chairperson to sign the Authorization to initiate the hiring process for a Maintenance Technician, Building Services Dept., AFSCME Courthouse: \$16.77-\$18.14/hour and for a Director (Job Title Change), Building Services, Wage Plan: \$77,000/year. Carried 4-0. Copy filed.
- 8c. Motion by Monson second by Ung to approve the De-Authorization of Superintendent (Deauthorize to Authorize Building Services Director), Building Services. Carried 4-0. Copy filed.
- 8d. Motion by Monson second by Clausen to approve using the liability fund as a funding source for the AED, CPR and First Aid Supplies. Carried 4-0. Copy filed.
- 8e. A discussion took place on the Siouxland Dive Team worker's compensation coverage while performing services for the county. Copy filed.
- 9. Motion by Monson second by Clausen to approve and authorize the Vice Chairperson to sign Change Order #1 – Alternate to Siouxland District Health remodel with Sioux Contractors. Carried 4-0. Copy filed.
- 10. A bid opening was held for a 4X4 Medium Duty rescue truck with 8' box for Woodbury County Emergency Services. The bids are as follows:

Jensen #1(Ford)	\$49,399.00
Knoefler Chevrolet	\$45,690.00
Mac's Chevrolet	\$45,185.00
Jensen #2(Dodge)	\$44,398.00

Motion by Clausen second by Monson to receive the 4X4 Medium Duty rescue truck with 8' box bids and return them to the Emergency Services for review and recommendation. Carried 4-0. Copy filed.

- 11a. Bids were received for Project #FEMA 35, 36, 37, 39, and 40. The bids are as follows:

LA Carlson, Merrill, IA	\$ 89,685.00
Niewohner Construction, Onawa, IA	\$137,300.00

Motion by Monson second by Clausen to receive the Project #FEMA 35, 36, 37, 39, and 40 bids and return them to the county engineer for review and recommendation. Carried 4-0. Copy filed.



11b. Bids were received for a new tracked hydraulic excavator. The bids are as follows:

Sheehan Mack Sales & Equipment, Inc., Sioux Falls, SD	\$194,795.00
Ziegler Caterpillar, Sioux City, IA	\$204,004.00
Murphy Tractor & Equipment, Sioux City, IA	\$209,900.00
Mid Country Machinery, Sgt. Bluff, IA	\$175,995.00
Rueter's, Sioux City, IA	\$199,750.00
Road Machinery & Supplies Co., Sioux City, IA	\$215,891.00

Motion by Clausen second by Monson to receive the tracked hydraulic excavator bids and return them to the county engineer for review and recommendation. Carried 4-0. Copy filed.

11c. Motion by Monson second by Ung to approve a contract and bond for Project #BROS-CO97(120)—5F-97 with Graves Construction for \$904,806.92. Carried 4-0. Copy filed.

12. Motion by Smith second by Monson to approve and authorize the Chairperson to sign a Resolution fixing date for a meeting on the authorization of a loan agreement and the issuance of not to exceed \$2,015,000 general obligation capital loan notes of Woodbury County, State of Iowa (for essential County purposes), and providing for publication of notice thereof. Carried 4-0.

**RESOLUTION #12,371**  
**RESOLUTION FIXING DATE FOR A MEETING ON THE**  
**AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE**  
**OF NOT TO EXCEED \$2,015,000 GENERAL OBLIGATION CAPITAL**  
**LOAN NOTES OF WOODBURY COUNTY, STATE OF IOWA (FOR**  
**ESSENTIAL COUNTY PURPOSES), AND PROVIDING FOR**  
**PUBLICATION OF NOTICE THEREOF**

WHEREAS, it is deemed necessary and advisable that Woodbury County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$2,015,000, as authorized by Sections 331.402 and 331.443, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential county purpose projects as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA:

**Section 1. That this Board meet in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at 4:45 P.M., on the 17th day of May, 2016, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$2,015,000 General Obligation Capital Loan Notes, for essential county purposes, the proceeds of which notes will be used to provide funds to pay the costs of:**

- a) **improvements, equipping, remodeling and reconstruction of the Law Enforcement Center and the Courthouse, in an amount not to exceed \$925,000;**
- b) **LED lighting for county buildings, in an amount not to exceed \$550,000;**
- c) **acquisition of optical scan voting machines; and**

- d) emergency services communication equipment and systems, including Woodbury County's share of 911 Tower and System improvements.

**Section 2.** The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$2,015,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

**Section 3.** That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

**Section 4.** The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: May 12, 2016)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$2,015,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE COUNTY (FOR ESSENTIAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Woodbury County, State of Iowa, will hold a public hearing on the 17th day of May, 2016, at 4:45 P.M., in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$2,015,000 General Obligation Capital Loan Notes, for essential county purposes, to provide funds to pay the costs of:

- a) improvements, equipping, remodeling and reconstruction of the Law Enforcement Center and the Courthouse, in an amount not to exceed \$925,000;
- b) LED lighting for county buildings, in an amount not to exceed \$550,000;
- c) acquisition of optical scan voting machines; and
- d) emergency services communication equipment and systems, including Woodbury County's share of 911 Tower and System improvements.

Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund. At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Woodbury County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this 3rd day of May, 2016.  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 13. The Vice Chairperson reported on day to day activities.
- 14. The Board members reported on their committee meetings.
- 15. There were no citizen concerns.



16. Board members offered concerns and comments.

The Board adjourned the regular meeting until May 10, 2016.

Meeting sign in sheet. Copy filed.

#ba

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Receipt of drainage engineer's report on Wolf Creek Drainage District and consideration of action based on report

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** In response to landowner complaints about Wolf Creek Drainage District outlet structures not performing properly, the Board of Supervisors engaged ISG to review the Wolf Creek and Weber Creek Drainage District facilities and prepare a report and preliminary plans for maintenance to address problems within the district. The drainage engineer had recommended work to do immediate cleanouts at five outlet pipes draining to the main ditch, which the Board approved in April 2016. This is the presentation of the report of the engineer for overall district maintenance.

**BACKGROUND:** The Board functions as the trustees of the Wolf Creek Drainage District.

**FINANCIAL IMPACT:** No direct impact to county budget. Costs are passed to drainage district for which the services are accrued.

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

Yes  No

**RECOMMENDATION:** Recommend acceptance of the report. Recommend setting a public hearing with drainage district landowners to discuss the report and determine if work should proceed.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to accept the report of the drainage engineer for the Wolf Creek Drainage District. Motion to schedule a hearing for presenting results of the report to Wolf Creek and Weber Creek Drainage District landowners.

*Approved by Board of Supervisors April 5, 2016.*



May 4, 2016

Woodbury County Board of Supervisors  
Woodbury County Courthouse  
620 Douglas St.  
Sioux City, Iowa 51101

**RE: Wolf Creek Drainage District Preliminary Report**

**SCOPE OF STUDY:**

The Woodbury County Board of Supervisors, acting as trustees for the Wolf Creek Drainage District, directed I+S Group, Inc. (ISG) to perform a preliminary field survey of the existing channel conditions and determine the need for channel cleanout and evaluate the drainage structures for repair. The segment of open channel from the outlet of the Weber Drainage District to County Highway D-25, and the adjacent surface drainage structures are the focus of the proposed investigation. Based on discussions with the Woodbury County Engineer, District landowners have filed multiple complaints about the outlets of the drainage structures not draining properly due to sediment blocking the outlets. This letter report will summarize our findings and provide recommendations for repairs.

To complete our preliminary study, we discussed the history of the District with the Woodbury County Engineer's Office; we researched aerial photography, soils and topographical maps in combination with a preliminary field survey. No original profile or cross-sectional data was found in the District records. Our recommendations are based on best fit data determine from field survey of the existing facility.

**DISTRICT HISTORY & DESCRIPTION:**

The Wolf Creek Drainage District was established in 1908 and serves approximately 7,681 acres. The watershed of the District is located in Sections 1, 11, 14, 15, 21, 22, 23, 26, 27 & 35 of Willow Township, Section 36 of West Fork Township, and Sections 30 & 31 of Grant Township. This facility also serves as an outlet to the Weber Drainage District in Section 35 of Willow Township. The open channel of the District extends approximately nine (9) miles from the Woodbury-Monona County line north to County Highway D-54. The preliminary field survey shows the approximate dimensions of the channel at the current sediment grade line to be a twenty (20) foot bottom with 2:1 side slopes.

**INVESTIGATION OF EXISTING CONDITIONS:**

As noted above, no information regarding the original design dimensions of the open channel was found in the District records, therefore the best fit of the facility has been considered for our evaluation. The grade of the open channel was determined starting at the outlet elevation of Weber's Open Ditch and by using the existing outlet elevations of the surface drainage structures. A channel grade of 0.03% was determined from an assumed station (0+00) approximately 100 ft. downstream of the Weber Drainage District outlet upstream to Station 60+00. This would allow for the existing surface drainage structure at Station 51+66 to outlet at the flow line of the channel where currently there is approximately 3 feet of

sediment. From Station 60+00 upstream to Station 178+00 a grade of 0.06% was determined with the grade line daylighting approximately 200ft south of the D-25 Bridge.

From the survey it is apparent sediment deposition is occurring in the channel starting downstream of the grade change at Station 60+00 with the deepest accumulation being from Station 89+00 to 98+00. An inventory of the adjacent twelve (12) surface drain pipes within the described work limits of the project was also made during our field review. We observed sediment removal is necessary from the inlet and outlet of all the structures with ten (10) of these drains found to be in poor condition due to corrosion and/or damage. The replacement culverts are assumed to be of adequate size if they have a free flowing outlet. However, the outlet elevations are raised where practical to provide for more clearance from the proposed cleanout grade and the lengths adjusted to fix the existing channel conditions.

#### **FINDINGS & REPAIR DISCUSSION:**

Using the proposed cleanout grade line of the open channel the design dimensions was determined to be a fourteen (14) foot bottom width with approximate 2:1 side slopes. These dimensions will facilitate a cleanout of the channel without under mining the side slopes of the levees. A preliminary excavation quantity was computed based on five (5) typical cross sections at 57,094 cubic yards. The side slopes of the facility currently have vegetation growing on them which protects the slopes from erosion and helps maintain stability. Therefore, slope excavation should only be conducted where stability of the slope is a concern. In addition, approximately 1,180 linear feet of surface pipe will need to be replaced as part of this repair. For those culverts not replaced, we still recommend cleanout/shaping around the inlets and outlets of these surface pipes. Attached with this letter report are preliminary plans showing the proposed cleanout grade of the channel, and the location of the existing surface drains with cross sections of each showing the proposed pipe replacements. Again, it should be noted that capacities of the existing drainage structures are assumed to be adequate for the areas drained. Include as Appendix A, is the preliminary opinion of probable costs for the repair. The construction cost is estimated at \$304,370, with this cost assumed to be spread over the 7,681 acres for an average cost per acre of \$39.63.

#### **RECOMMENDATIONS:**

It is apparent, that there is an accumulation of sediment in the channel blocking the free flow of several of the existing surface outlet pipes. In addition, the condition of the several of these surface outlet pipes is poor with 10 out of 12 recommended for replacement. Therefore, a channel cleanout project with culvert replace will improve flow capacity of these surface pipes providing drainage relief to the lands served by this facility. However, it should be noted that during high flow events in the Main Open Ditch of Wolf Creek, back pressure on these surface pipes will still impede the drainage of the lands drained through these pipes.

Therefore, we recommend that an informational meeting be held with the landowners of the Wolf Creek Drainage District to consider this repair project. This meeting will cover topics which include the replacement of surface drain pipes, the open channel excavation, and opinion of project costs. If the project is supported by landowners of the District, a full investigation with engineer's report and public hearing will be necessary for the expected project cost exceeds \$50,000. Cross sections are recommended every 200 ft. in order to



establish the excavation quantity for bidding purposes and to verify the selected channel grade line. In addition to the cleanout of sediment from the bottom of the open channel, ten (10) of the adjacent twelve (12) surface drain pipe are recommended to be replaced with the outlets raised in elevation when possible. This will allow the structures to function with a free flowing outlet for a longer period of time.

Sincerely,

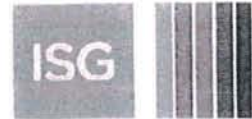


Brian W. Blomme, P.E.  
Civil Engineering Group  
I+S GROUP

enc: Appendix A - Estimates of Probable Costs  
Preliminary Plan Set

c: Mark Nahra, P.E., Woodbury County Engineer

**APPENDIX A**  
**OPINION OF COSTS**



PROJECT NUMBER: 18896

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1.	Mobilization	1.00	JOB	14,500.00	\$14,500.00
2.	Open Ditch Excavation	57,094	CY	2.80	\$159,870.00
3.	Spoil Bank Leveling (Two Sides)	178.00	STA	120.00	\$21,360.00
4.	Surface Pipe Bank Shaping Around Outlet/Inlet				
	a. STA. 15+39	1.0	EA	450.00	\$450.00
	b. STA. 179+32	1.0	EA	450.00	\$450.00
5.	Furnish & Install Corrugated Metal Surface Pipe				
	a. 24" Dia.	90.00	LF	36.00	\$3,240.00
	b. 30" Dia.	210.00	LF	47.00	\$9,870.00
	c. 36" Dia.	680.00	LF	55.00	\$37,400.00
	d. 42" Dia.	110.00	LF	63.00	\$6,930.00
	e. 60" Dia.	90.00	LF	96.00	\$8,640.00
6.	Furnish & Install Backwater Flap Gate				
	a. 30" Dia.	2.00	EA	1,620.00	\$3,240.00
	b. 36" Dia.	7.00	EA	2,100.00	\$14,700.00
	c. 42" Dia.	1.00	EA	3,000.00	\$3,000.00
	d. 60" Dia.	1.00	EA	6,400.00	\$6,400.00
7.	Furnish & Install Rip Rap @ STA 1+08 (Weber DD Outlet)	50	TON	55.00	\$2,750.00
8.	Open Ditch Fertilizing & Seeding	178.00	STA	65.00	\$11,570.00
<b>CONSTRUCTION COST SUBTOTAL</b>					<b>\$304,370.00</b>
Engineering Services:					
	Survey				\$8,500.00
	Engineer Administration & Design Services				\$24,350.00
	Research/Study/Engineering Report				\$12,180.00
	Final Plans & Specs				\$9,140.00
	Construction Admin/Staking/Observation				\$9,140.00
	Legal & Auditor Services, Publication, Misc.				\$3,000.00
	Damages				\$10,000.00
	Contingencies				\$36,500.00
<b>IMPROVEMENT PROJECT COST SUBTOTAL</b>					<b>\$417,180.00</b>
Other Potential District Costs:					
	Project Warrant Interest				\$30,750.00
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$447,930.00</b>
Average Cost per Assessed Acre (7,681 acres)					\$58.32
Average Cost per Watershed Acre for 10 years					\$5.83



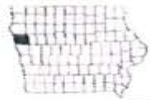
**PRELIMINARY PLANS**

# WOODBURY COUNTY WOLF CREEK

WOODBURY COUNTY, IOWA

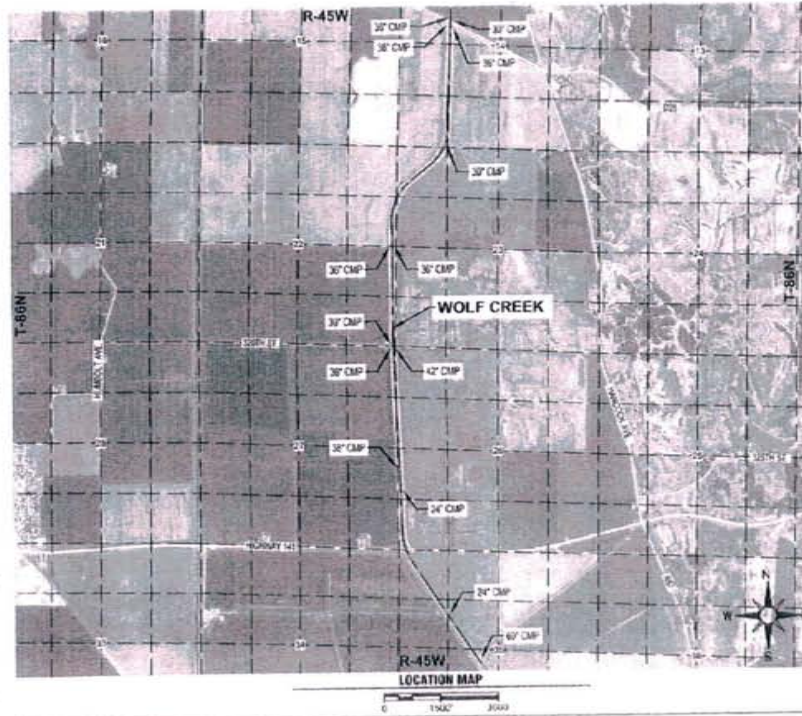
CONSTRUCTION PLANS FOR:  
OPEN DITCH REPAIR

ISG PROJECT # 16-18896



### LEGEND

EXISTING	
	CITY WELL
	SECTION LINE
	QUARTER SECTION LINE
	RIGHT OF WAY LINE
	PROPERTY FLOOD LINE
	EASEMENT LINE
	ACCESS CONTROL
	WATER EDGE
	WETLAND BOUNDARY
	WETLAND MARSH
	FENCE LINE
	CULVERT
	STORM SEWER
	SANITARY SEWER
	SANITARY SEWER (PIPE WITH MANHOLE)
	WATER
	OVERHEAD ELECTRIC
	UNDERGROUND ELECTRIC
	UNDERGROUND TV
	GAS
	UNDERGROUND FIBER OPTIC
	CONTOUR (MAJOR)
	CONTOUR (MINOR)
	DECIDUOUS TREE
	CONIFEROUS TREE
	TREE LINE
	MANHOLE STRUCTURE
	CATCH BASIN
	HYDRANT
	VALVE
	CURB STOP
	POWER POLE
	UTILITY PRESENT (CABINET)
PROPOSED	
	LOT LINE
	RIGHT OF WAY LINE
	EASEMENT LINE
	CULVERT
	STORM SEWER
	STORM SEWER (PIPE WITH MANHOLE)
	SANITARY SEWER
	SANITARY SEWER (PIPE WITH MANHOLE)
	WATER
	OVERHEAD ELECTRIC
	UNDERGROUND ELECTRIC
	UNDERGROUND TV
	GAS
	CONTOUR
	MANHOLE
	CATCH BASIN
	HYDRANT
	VALVE



### SHEET INDEX

A.01	TITLE SHEET
D.24 D.28	PLAN AND PROFILE SHEETS
F.24 F.24	EXISTING PIPE CROSS SECTIONS
X.18 X.22	CROSS SECTIONS

### PROJECT GENERAL NOTES

- ALL WORK SHALL ACCORD TO THE CONTRACTS SPECIFICATIONS WHICH INCLUDE, BUT ARE NOT LIMITED TO, THE COUNTY "CONTRACT AGREEMENT" THE PROJECT MANUAL, WHICH INCLUDES GENERAL SPECIFICATIONS, CONDITIONS AND SPECIAL CONDITIONS OF ALL DISCIPLINES AND THE ADDITIONAL INFORMATION AND CLARIFICATIONS ISSUED BY THE ARCHITECT/ENGINEER.
- CONTRACT DOCUMENTS SHALL BE REFERRED TO THE SUPPLEMENTARIES OF THE BIDDING DOCUMENTS AS COMPLETE SETS IN ORDER TO ACHIEVE THE FULL EXTENT AND COMPLETE COORDINATION OF ALL WORK.
- WHETHER EXISTING OR NEW, THE PROPOSED DITCHES SHALL BE CONSTRUCTED TO THE DESIGN STANDARD OF ANY APPLICABLE STATE OR FEDERAL REGULATORY AGENCIES AND SHALL BE MAINTAINED IN ACCORDANCE WITH THE DESIGN STANDARD.
- FIELD VERIFY ALL EXISTING CONDITIONS AND CONDITIONS NOT YET INDICATED OR OTHERWISE INDICATED ON CONSTRUCTION DOCUMENTS SHALL BE VERIFIED BY THE CONTRACTOR BEFORE PROCEEDING WITH THE WORK.
- EXISTING CONDITIONS ARE TO BE INDICATED ON THE DRAWINGS AND TYPE OF DIGITAL INFORMATION THROUGHOUT THE WORK. DETAILS NOT SHOWN AND UNLESS INDICATED TO BE AS SHOWN, ANY WORK SHALL BE CONSTRUCTED TO THE DESIGN STANDARD. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL CONDITIONS BEFORE PROCEEDING WITH THE WORK.
- ALL MANUFACTURED MATERIALS, MATERIALS AND EQUIPMENT SHALL BE APPLIED, INSTALLED, CONNTECTED, DIRECTED, CLEANED AND DEMONSTRATED ACCORDING TO MANUFACTURER'S INSTRUCTIONS. IN CASE OF DISCREPANCIES BETWEEN MANUFACTURER'S INSTRUCTIONS AND THE CONTRACT DOCUMENTS, NOTIFY ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE WORK.
- ALL EXISTING MATERIALS SHALL BE EFFECTIVELY SEPARATED FROM EACH OTHER TO AVOID GALVANIC CORROSION.
- THE LOCATION AND TYPE OF ALL REPLACE MATERIALS SHALL BE THE PLAN AND PROFILE SHEETS OF THE CONTRACT. ALL REPLACE MATERIALS SHALL BE THE BEST OF THE AVAILABLE. USE OF A GROUP LINE SHALL BE NECESSARY IN SITUATION WHERE THE CONTRACTOR SHALL VERIFY EXISTING LOCATION AND ELEVATIONS OF ALL EXISTING MATERIALS FROM TO CONSTRUCTION. CONTRACTOR SHALL INDICATE ALL WORK EXISTING OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.
- THE CONTRACTOR IS TO CONTACT IOWA STATE OR LOCAL UTILITY, LOCATING ANY AND ALL UTILITY LINES PRIOR TO ANY EXCAVATION. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL CONDITIONS BEFORE PROCEEDING WITH THE WORK.

NOTE: THE CLARITY OF THESE PLANS DEPEND UPON COLOR COPIES. IF THIS TEXT DOES NOT APPEAR IN COLOR, THIS IS NOT AN ORIGINAL PLAN SET AND MAY RESULT IN MISINTERPRETATIONS.

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PROJECT:

## PROPOSED OPEN DITCH REPAIR WOLF CREEK

WOODBURY COUNTY IOWA

ISSUE DATE: 08/14/2018

NO. DATE DESCRIPTION

1 08/14/2018

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20 08/14/2018

### PROJECT INDEX:

OWNER:  
WOODBURY COUNTY, IOWA

PROJECT ADDRESS / LOCATION:  
14, 22, 23, 26, 27, 35 / T86N / R45W

WILLOW TWP  
WOODBURY COUNTY, IOWA

### MANAGING OFFICE:

ISG  
STORM LAKE OFFICE  
1728 HOWERS LAKE AVE.  
STORM LAKE, IA 50588  
PHONE: 712-732-7745

PROJECT MANAGER: BRIAN BLOMIE, PE  
EMAIL: BRIAN.BLOMIE@ISG-CP.COM

### GENERAL NOTES:

ALL CONSTRUCTION SHALL COMPLY WITH THE DESIGN STANDARD AND THE PROJECT MANUAL. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL CONDITIONS BEFORE PROCEEDING WITH THE WORK.

### CONTRACT DOCUMENTS:

CONTRACT DOCUMENTS SHALL BE REFERRED TO THE SUPPLEMENTARIES OF THE BIDDING DOCUMENTS AS COMPLETE SETS IN ORDER TO ACHIEVE THE FULL EXTENT AND COMPLETE COORDINATION OF ALL WORK.

### FIELD VERIFICATION:

FIELD VERIFY ALL EXISTING CONDITIONS AND CONDITIONS NOT YET INDICATED OR OTHERWISE INDICATED ON CONSTRUCTION DOCUMENTS SHALL BE VERIFIED BY THE CONTRACTOR BEFORE PROCEEDING WITH THE WORK.

### UTILITY LOCATIONS:

THE CONTRACTOR IS TO CONTACT IOWA STATE OR LOCAL UTILITY, LOCATING ANY AND ALL UTILITY LINES PRIOR TO ANY EXCAVATION. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL CONDITIONS BEFORE PROCEEDING WITH THE WORK.

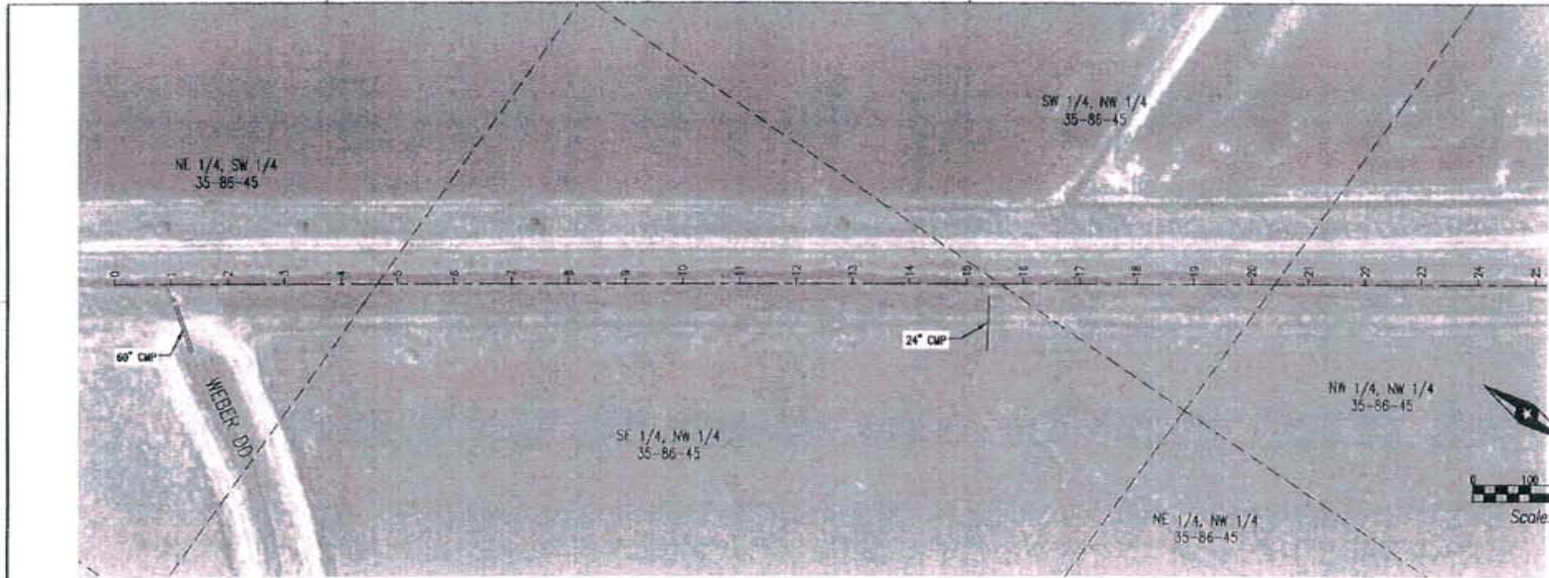
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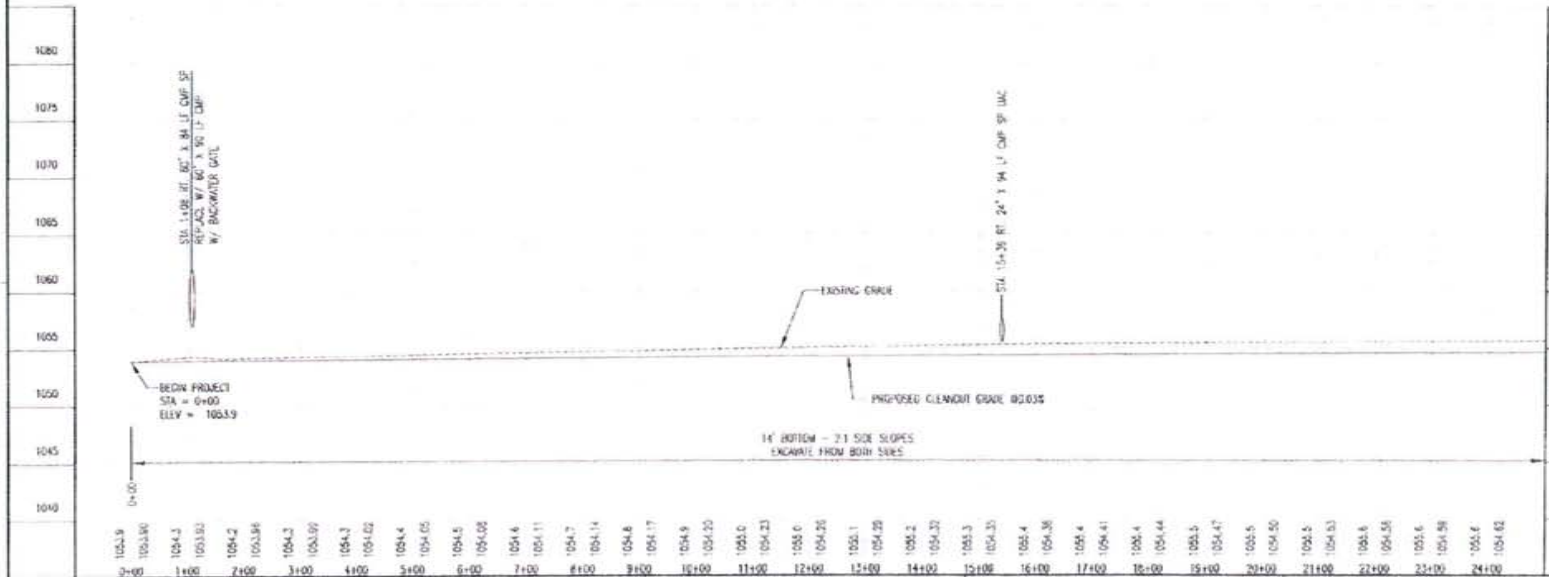
### TITLE SHEET

A.01





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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

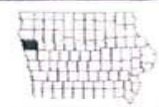
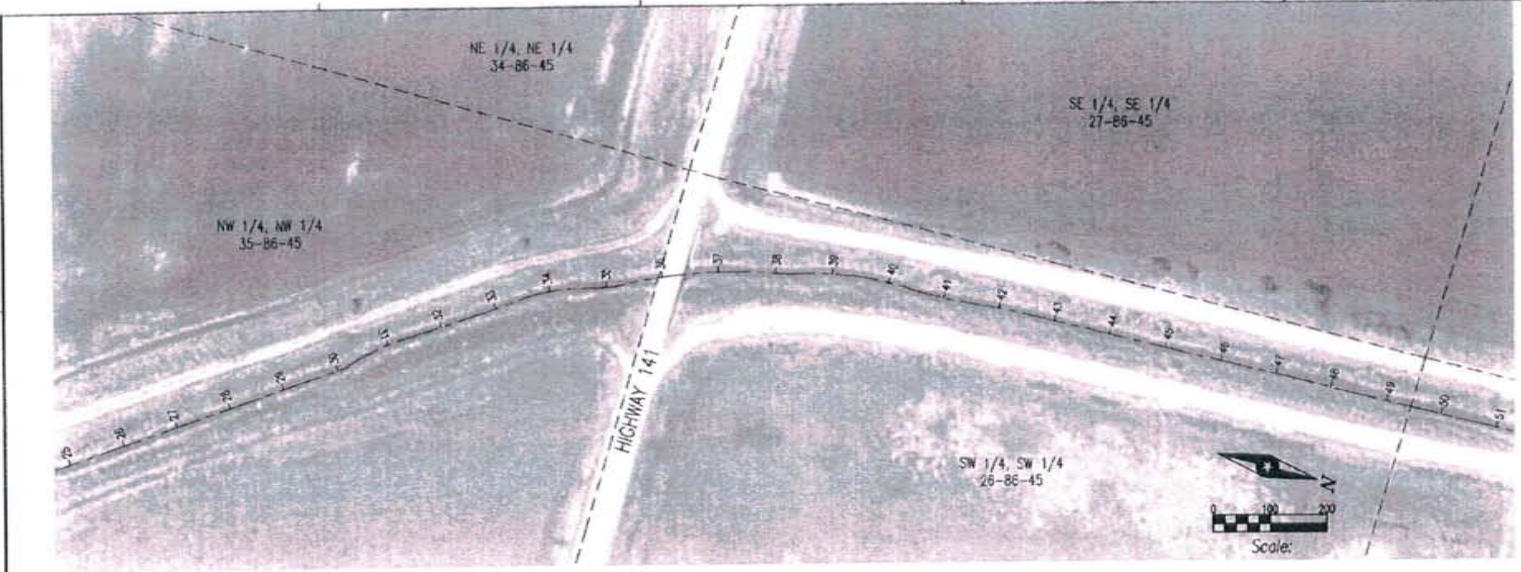
WOODBURY COUNTY IOWA

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 FILE NAME: 160617.DWG  
 DRAWN BY: S. WITKOWSKI  
 DESIGNED BY: B. JOHNSON  
 CHECKED BY: J. JOHNSON  
 DATE: 10/20/16  
 CLIENT PROJECT NO:

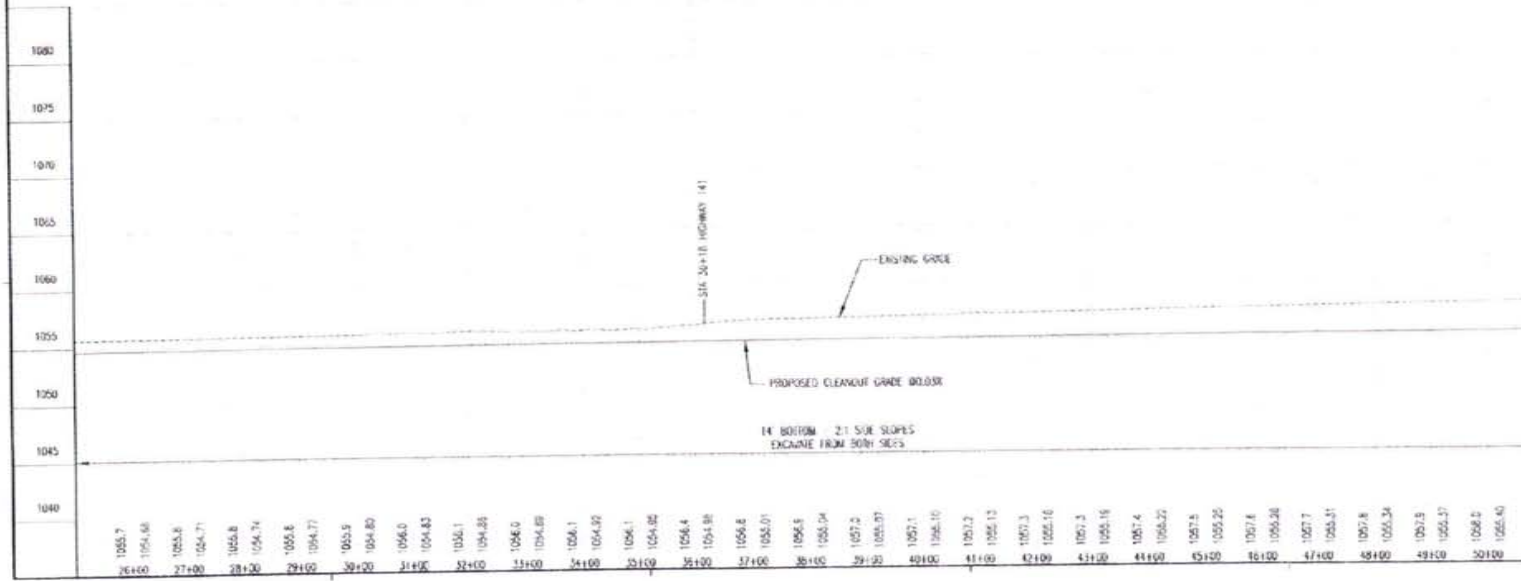
**OPEN DITCH PLAN & PROFILE**

SHEET **D.01**



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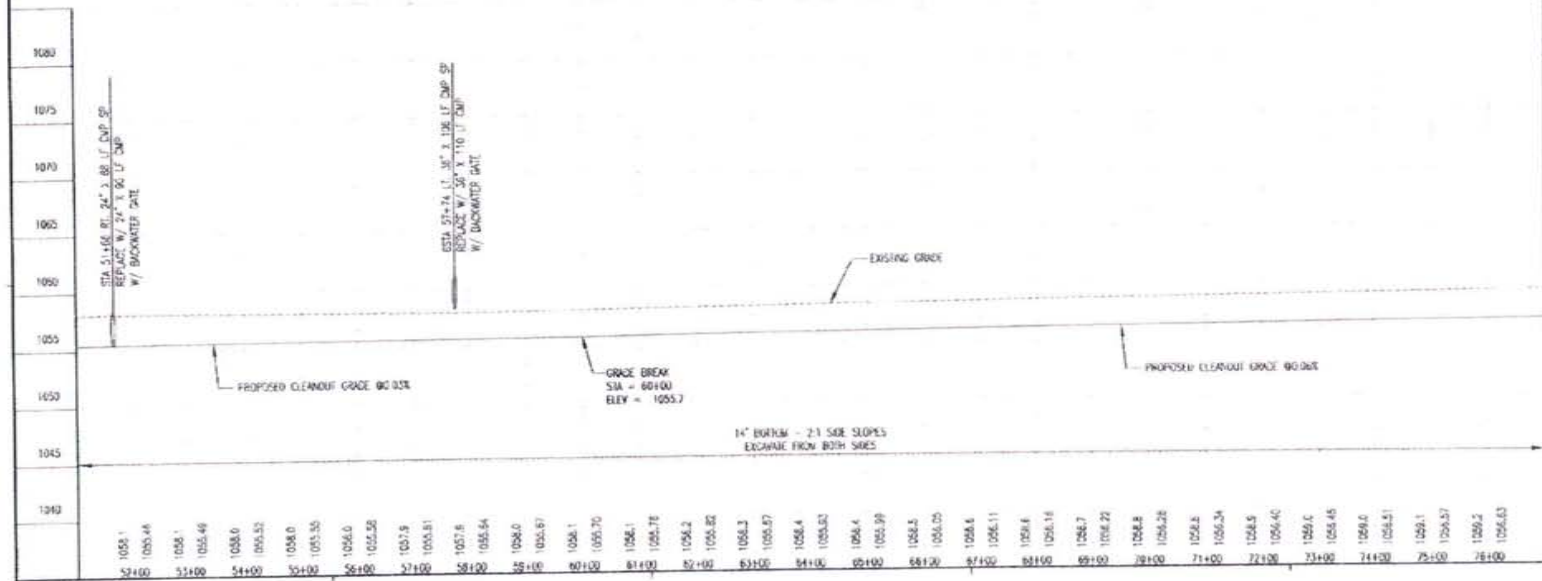
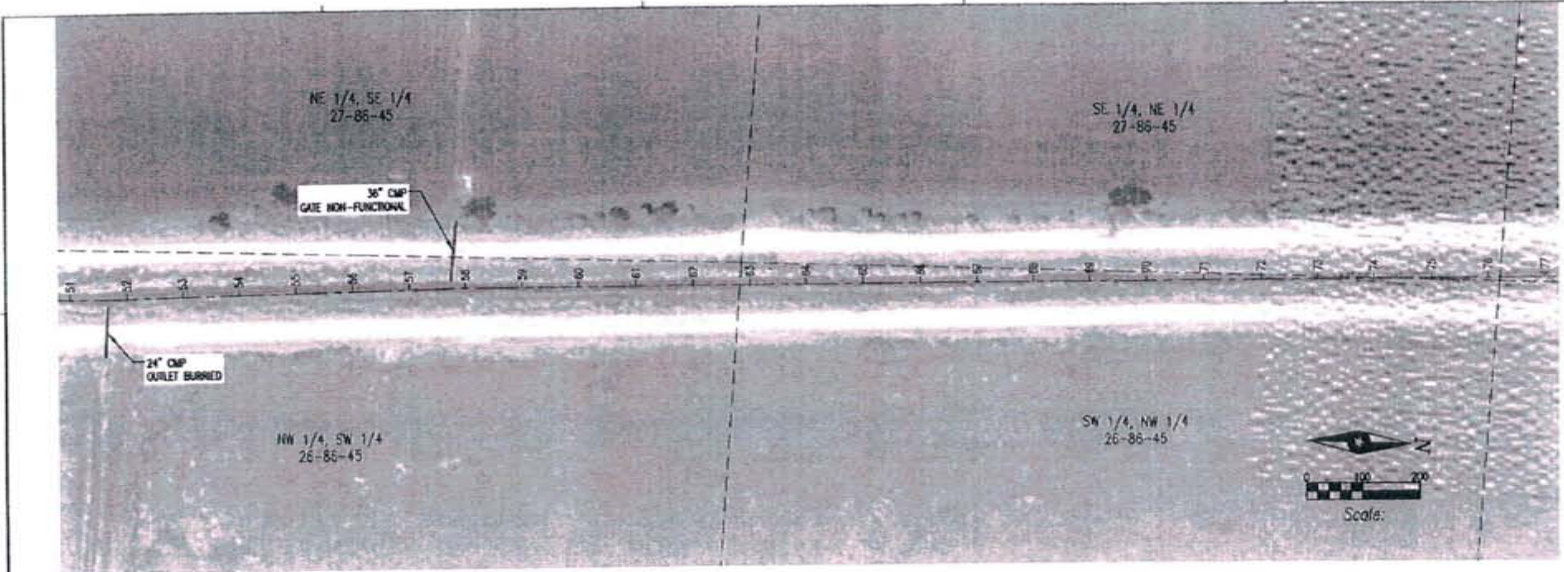
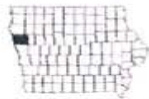
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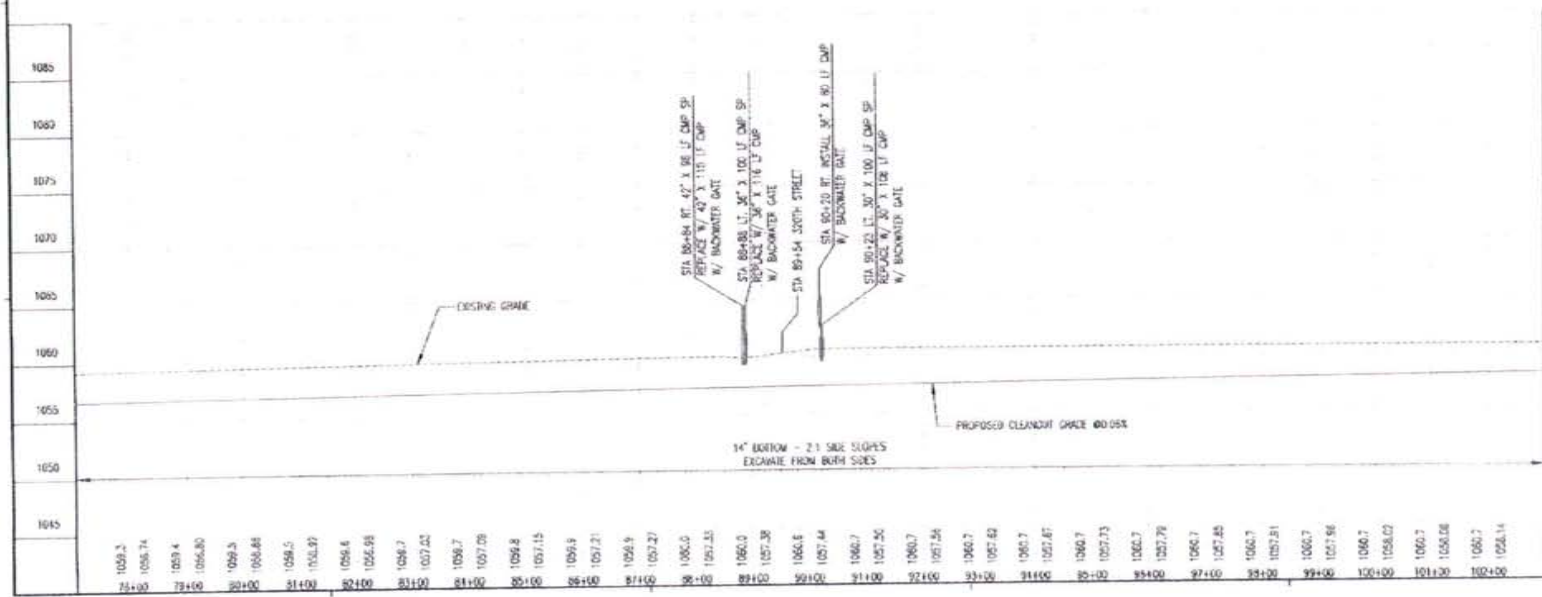
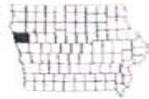
**OPEN DITCH PLAN & PROFILE**

**D.02**





1080	<p><b>PROPOSED OPEN DITCH REPAIR WOLF CREEK</b></p> <p>WOLF CREEK COUNTY MO</p> <p>REVISIONS:</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>PROJECT NO: 100896</p> <p>FILE NAME: 100896.PLOT</p> <p>DATE: 10/20/2010</p> <p>DESIGNED BY: R. M. DAVIS</p> <p>DRAWN BY: J. GARDNER</p> <p>DATE: 10/20/2010</p> <p>PROJECT NO: 100896</p>	NO.	DATE	DESCRIPTION																											
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14" EXISTING - 2:1 SLOPES EXCAVE FROM BURN SIDES

PROPOSED CLEANUP GRADE @ 0.5%

DESIGN GRADE

STATIONING AND ELEVATION DATA:

75+00	1059.2
76+00	1056.74
77+00	1059.4
78+00	1056.80
79+00	1059.5
80+00	1056.86
81+00	1059.5
82+00	1056.97
83+00	1056.6
84+00	1056.98
85+00	1059.7
86+00	1057.03
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117+00	1060.7
118+00	1057.96
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120+00	1058.02
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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

WOODBURY COUNTY

DESIGN SCHEDULE

DATE: \_\_\_\_\_ DESCRIPTION: \_\_\_\_\_

PROJECT NO: 15-1281G

DATE: 10/20/15

DESIGNED BY: B. SHARP

CHECKED BY: J. CRONIN

ORIGINAL DATE: 08/11/15

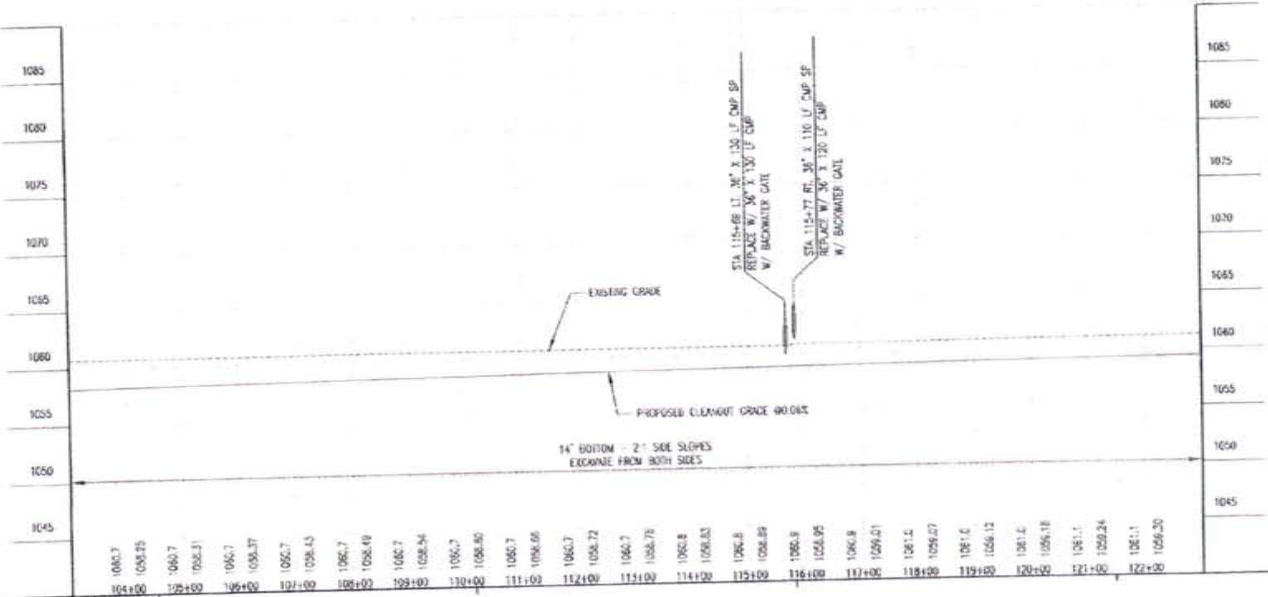
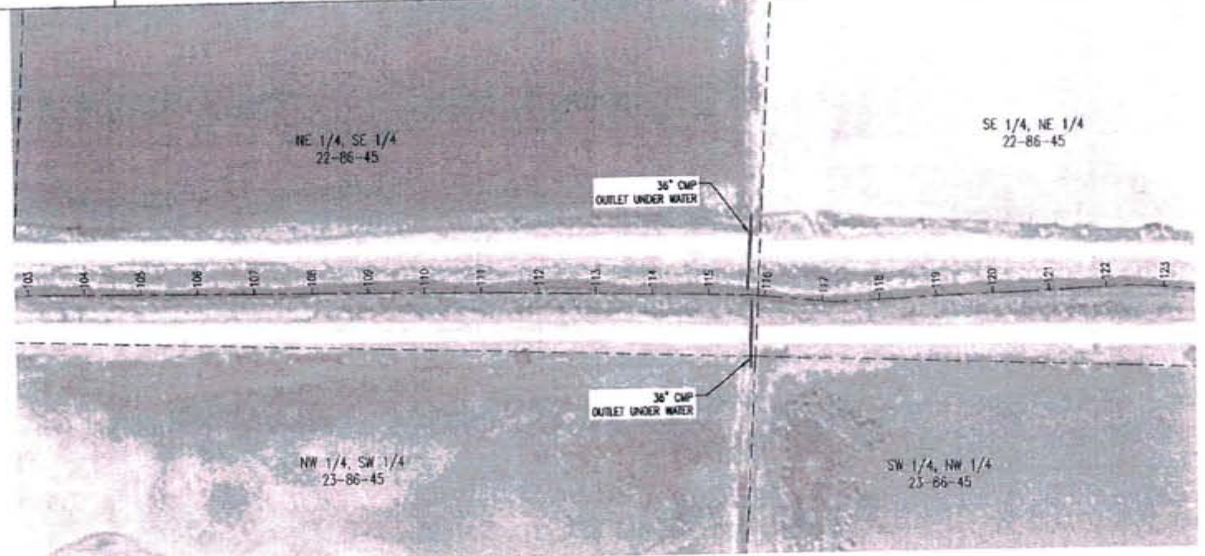
CLINE PROJECT: NO

**OPEN DITCH PLAN & PROFILE**

**D.04**

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### PROPOSED OPEN DITCH REPAIR WOLF CREEK

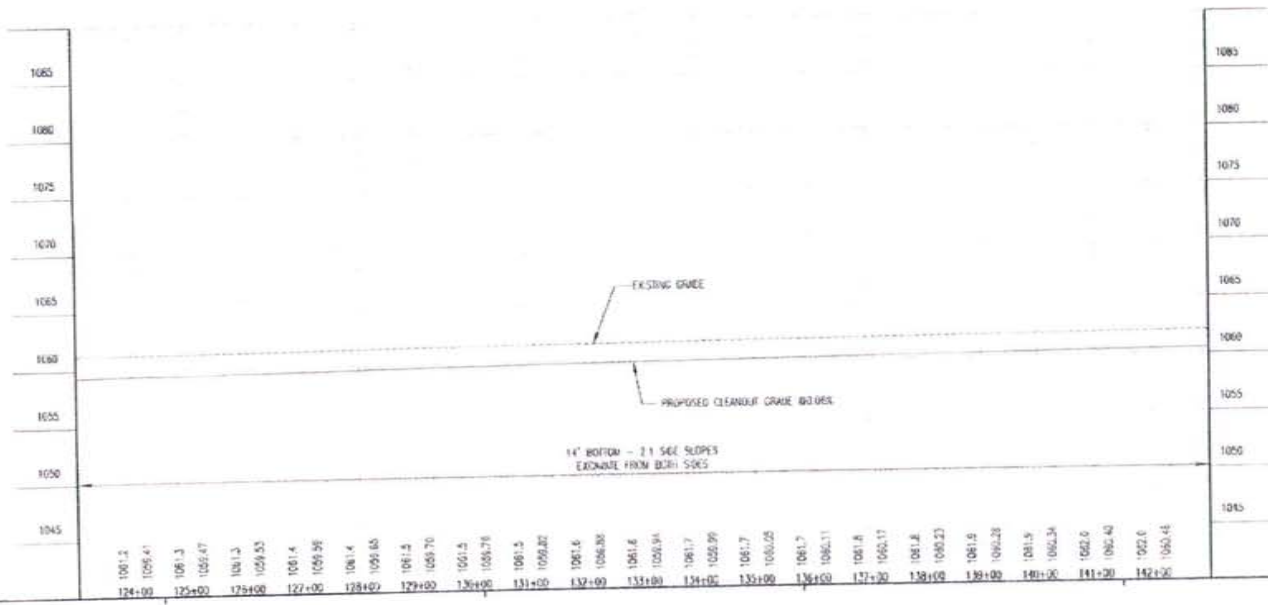
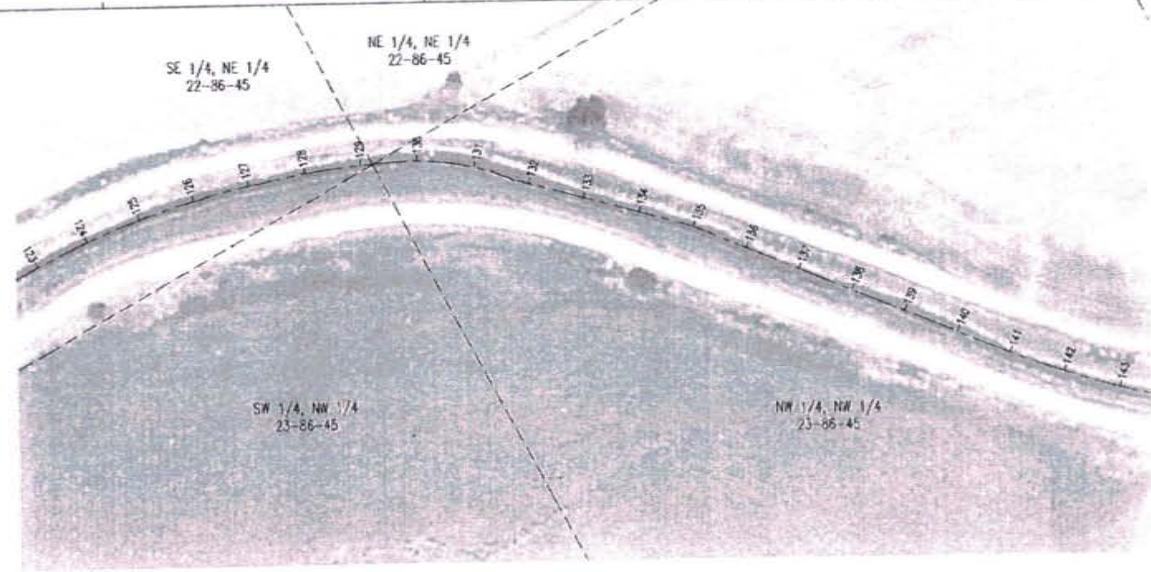
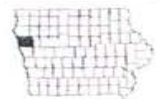
WOODSBURY COUNTY IOWA

NO.	DATE	DESCRIPTION

PROJECT NO: 16-18890  
 FILE NAME: 16890.DWG  
 DRAWN BY: W. H. HARRIS  
 DESIGNED BY: B. B. FROST  
 REVIEWED BY: J. G. HARRIS, JR.  
 CONTRACT NO.: SA 16-20-04  
 CLIENT PROJECT NO.:

### OPEN DITCH PLAN & PROFILE

SHEET **D.05**



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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

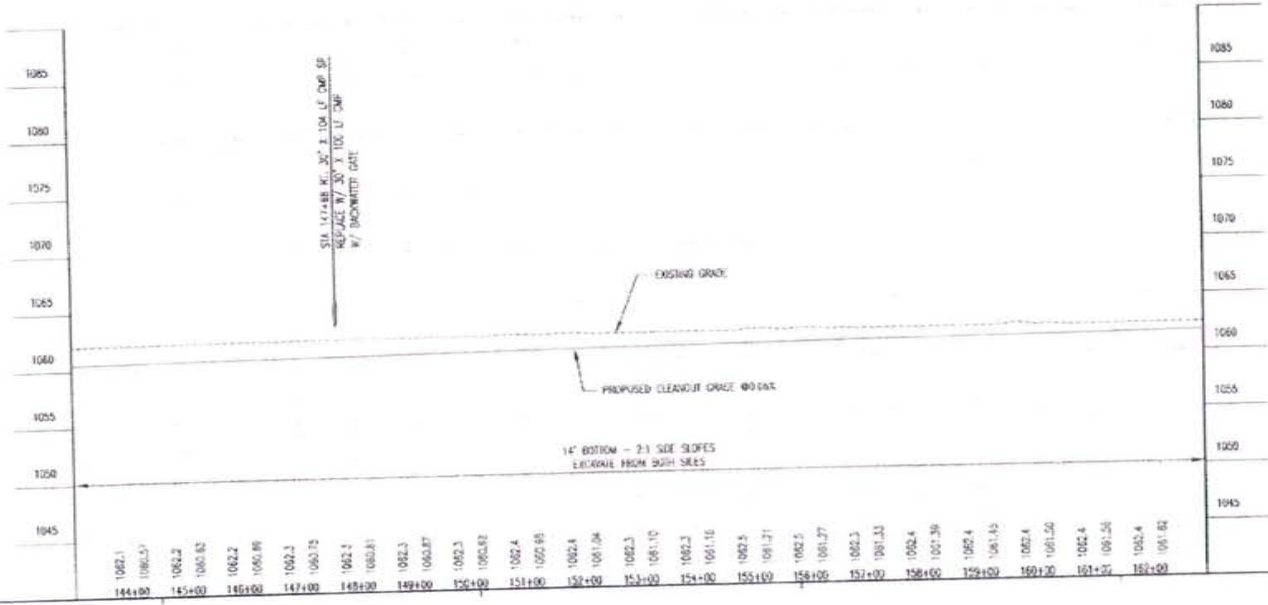
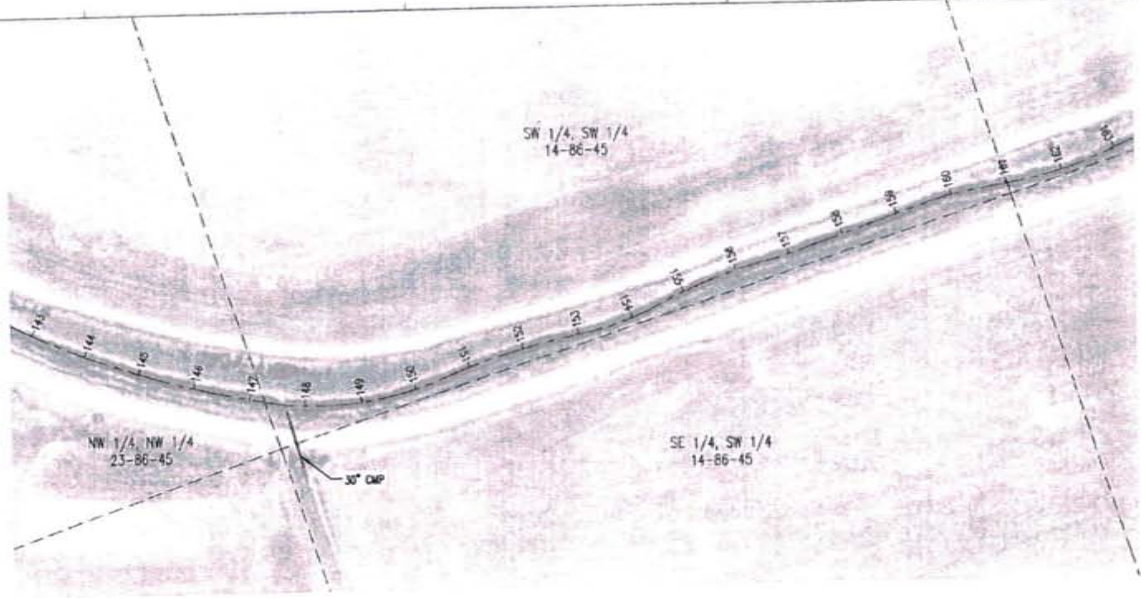
WOODBURY COUNTY IOWA

NO.	DATE	DESCRIPTION

PROJECT NO: 16-18808  
 FILE NAME: 0000.PROFILES  
 DRAWN BY: K. AUSTIN  
 CHECKED BY: B. SLOAN  
 REVISIONS BY: J. THORSEN, JR.  
 ORIGINAL ISSUE DATE: 08/01/2014  
 TO NEXT PROJECT NO:

**OPEN DITCH PLAN & PROFILE**

Sheet No. **D.06**



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PROJECT

**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

WOODSURY COUNTY IOWA

NO.	DATE	DESCRIPTION

PROJECT NO: 16-18856  
 FILE NAME: 160810P163.DWG  
 DRAWN BY: S. KRZYSIAK  
 DESIGNED BY: S. B. FRANK  
 REVIEWED BY: T. SPANGLER  
 ORIGINAL DATE: 04/21/2014  
 CLIENT PROJECT NO:

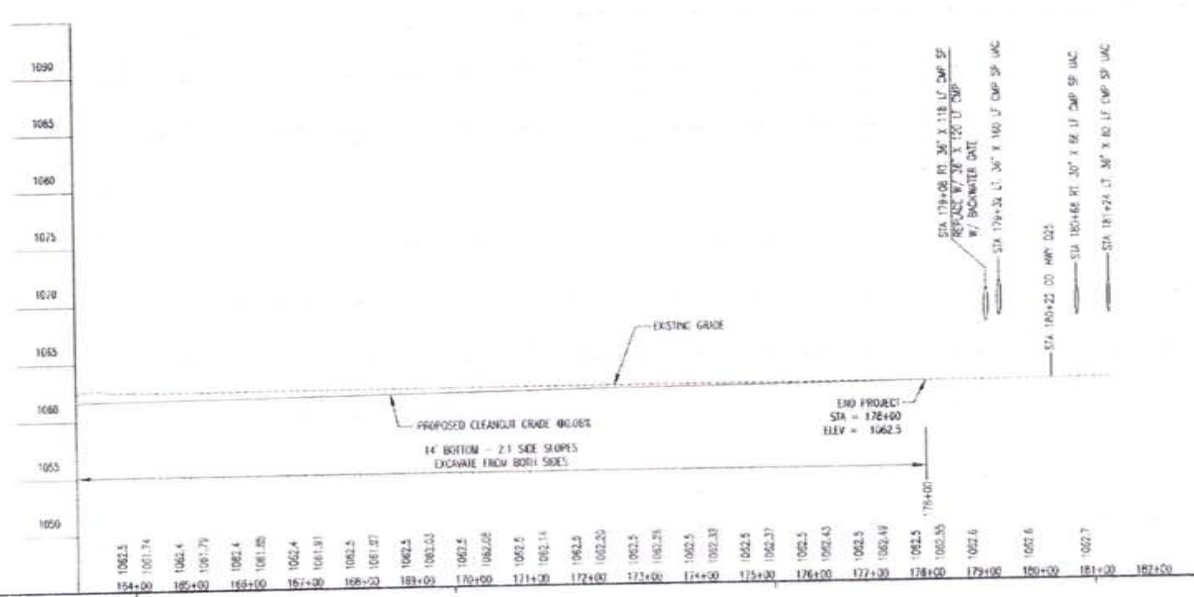
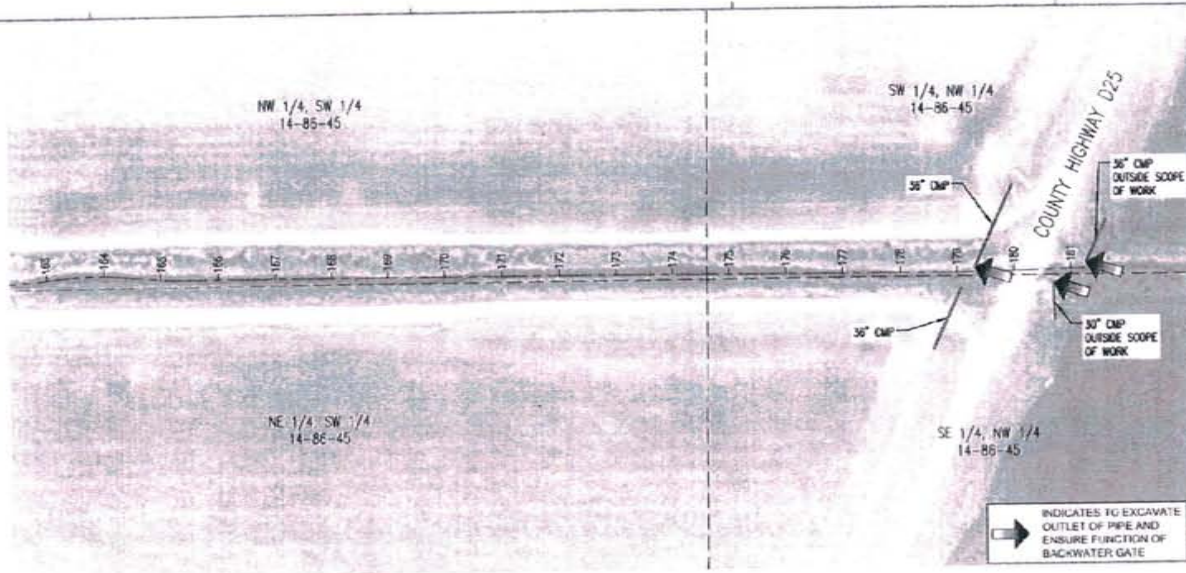
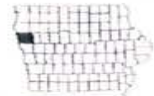
TITLE

**OPEN DITCH PLAN & PROFILE**

SHEET

**D.07**





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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

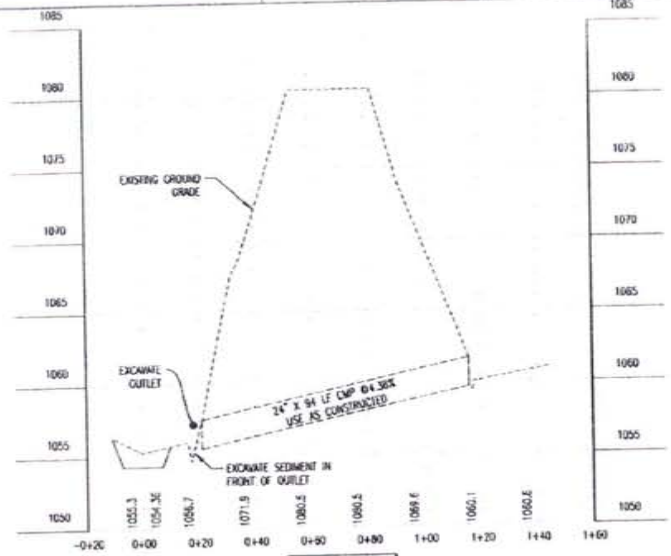
WOODCOUNTY COUNTY (CWA)

NO.	DATE	DESCRIPTION

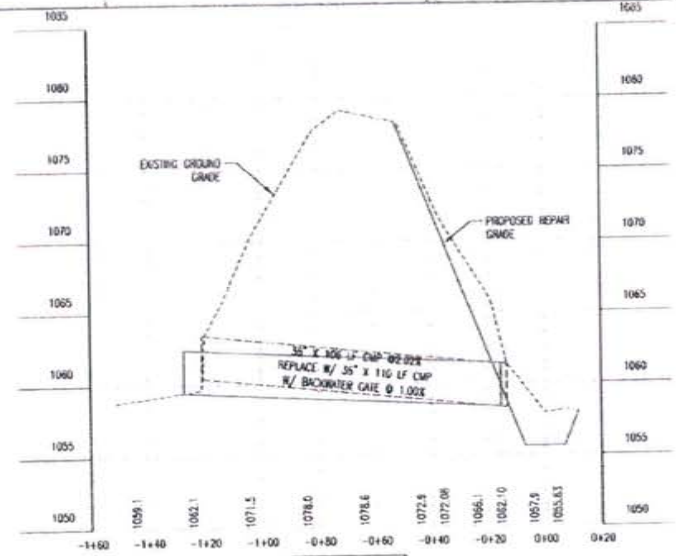
PROJECT NO. 19-0899  
 FILE NAME: 1908-PROFILES  
 DRAWN BY: M. K. CHASE  
 CHECKED BY: J. H. LINDSEY  
 PROJECT MANAGER: J. H. LINDSEY  
 CONTRACTOR: WOLF CREEK DITCH DISTRICT  
 ALL DIMENSIONS IN FEET

**OPEN DITCH PLAN & PROFILE**

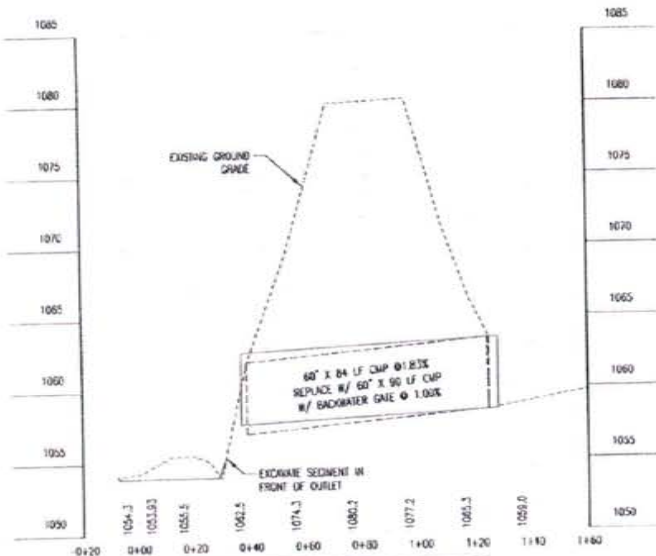
SHEET **D.08**



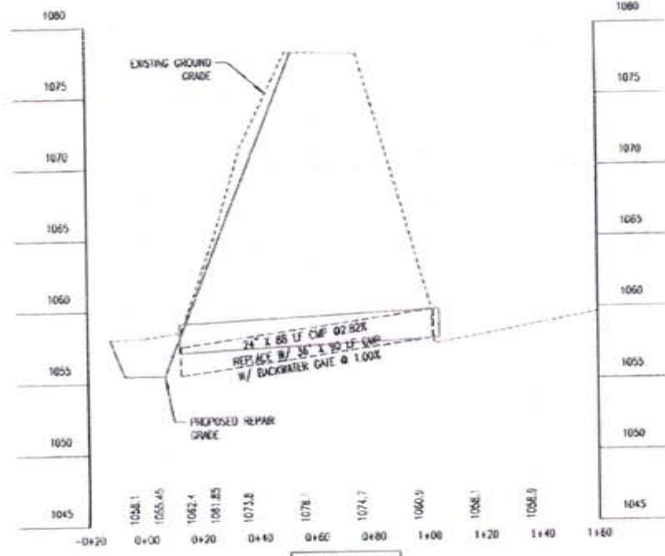
STA 15+39



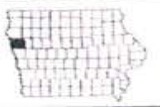
STA 57+74



STA 1+08 = WEBER DD OUTLET



STA 51+66



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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

WOODBUARY COUNTY IOWA

DATE	DESCRIPTION

PROJECT NO: 18-18818E  
 FILE NAME: 1808.PIPES.A.MXD  
 DRAWN BY: N. H. J. GARDNER  
 CHECKED BY: J. P. HARRIS  
 REVISIONS BY: J. P. HARRIS  
 ORIGINAL DATE: 08/14/18  
 CLIENT PROJECT NO:

**EXISTING PIPE CROSS SECTIONS**



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### PROPOSED OPEN DITCH REPAIR WOLF CREEK

DIXON COUNTY IOWA

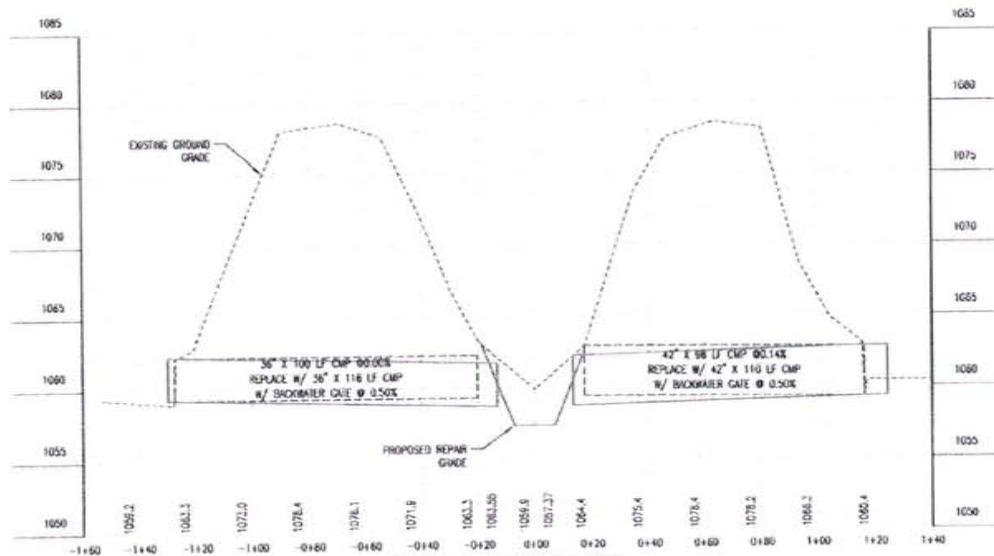
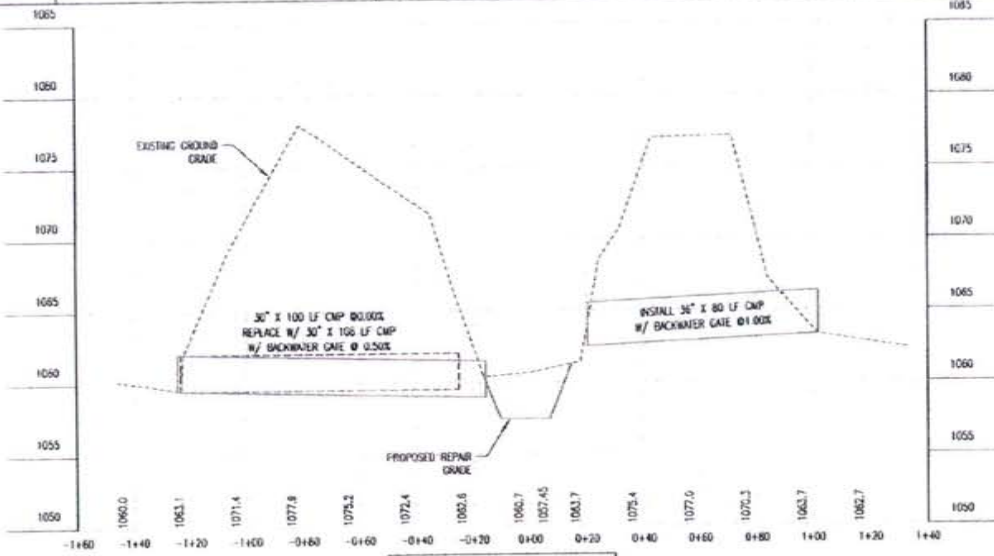
PROJECT NO. 18-18006

NO.	DATE	DESCRIPTION

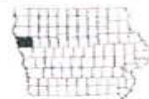
CONTRACT NO. 18-18006  
 EXPIRE DATE: 12/31/2020  
 DESIGNED BY: B. BLOOM  
 CHECKED BY: J. ANDERSON  
 ORIGINAL SCALE DATE: 04/24/2018  
 CURRENT PROJECT NO.:

### EXISTING PIPE CROSS SECTIONS

SHEET **P.02**







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PROJECT:

### PROPOSED OPEN DITCH REPAIR WOLF CREEK

WOODRURY COUNTY 1079A

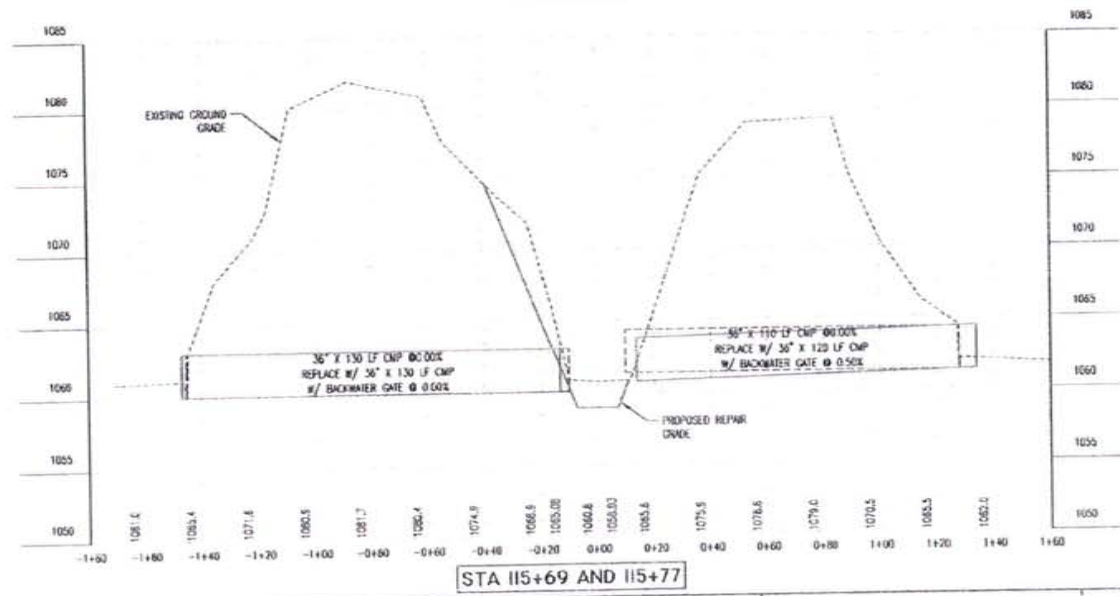
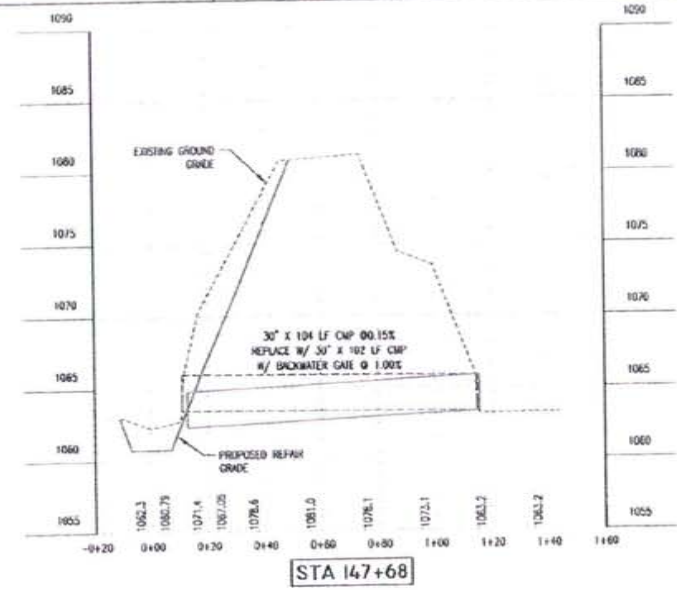
NO.	DATE	DESCRIPTION

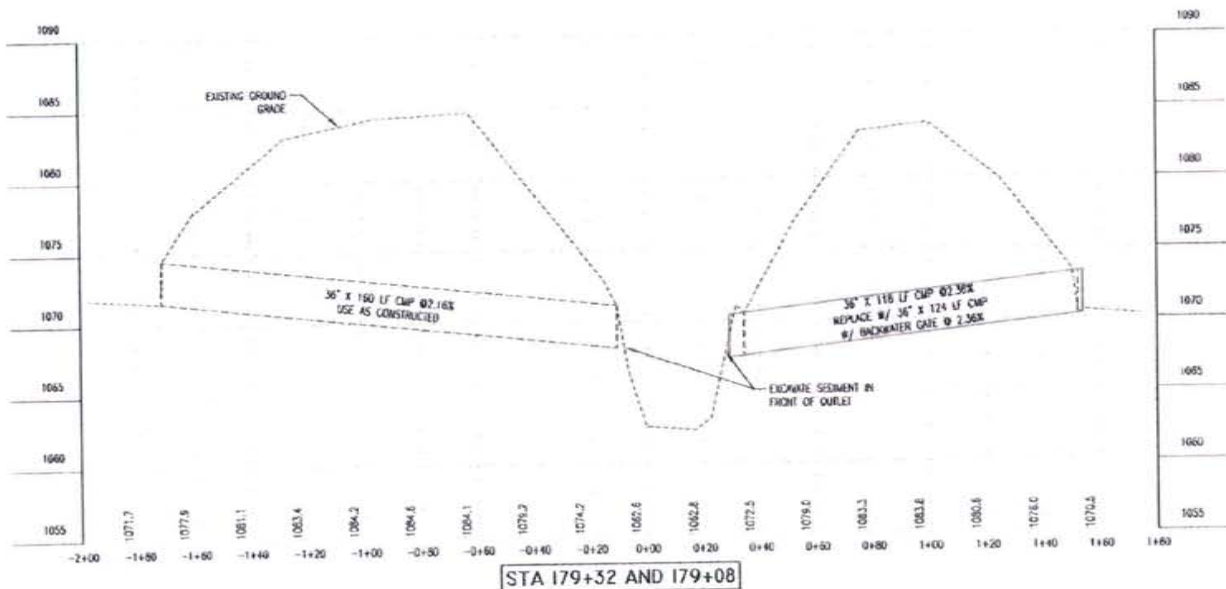
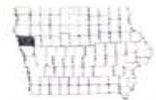
PROJECT NO.	16-00000
FILE NUMBER	ADD-PW-1-011
DRAWN BY	B. J. DUNK
DESIGNED BY	B. J. DUNK
CHECKED BY	B. J. DUNK
DATE	10/1/09
SCALE	AS SHOWN
PLANNING/DESIGN	

DATE:

### EXISTING PIPE CROSS SECTIONS

SHEET **P.03**





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PROJECT  
**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

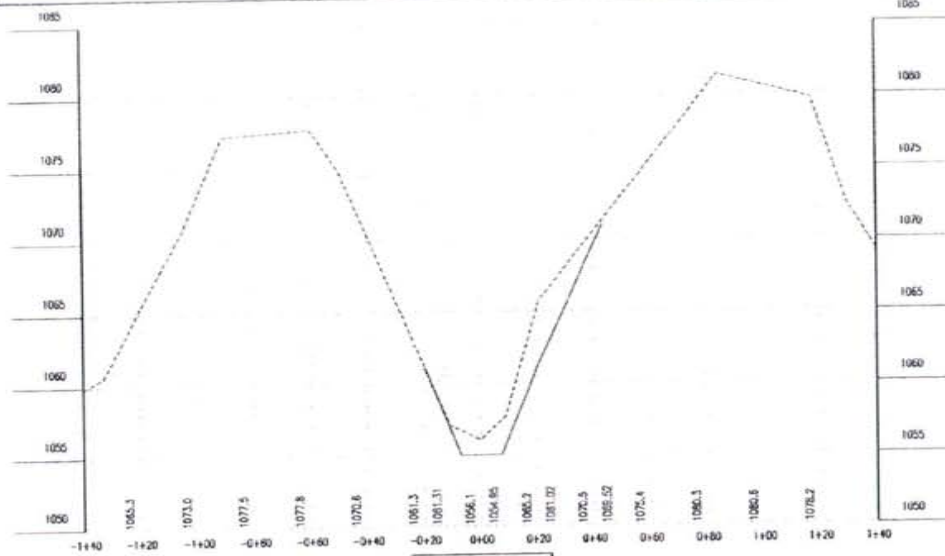
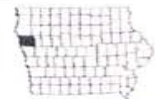
WILKINSBURG COUNTY K-20-4

NO.	DATE	DESCRIPTION

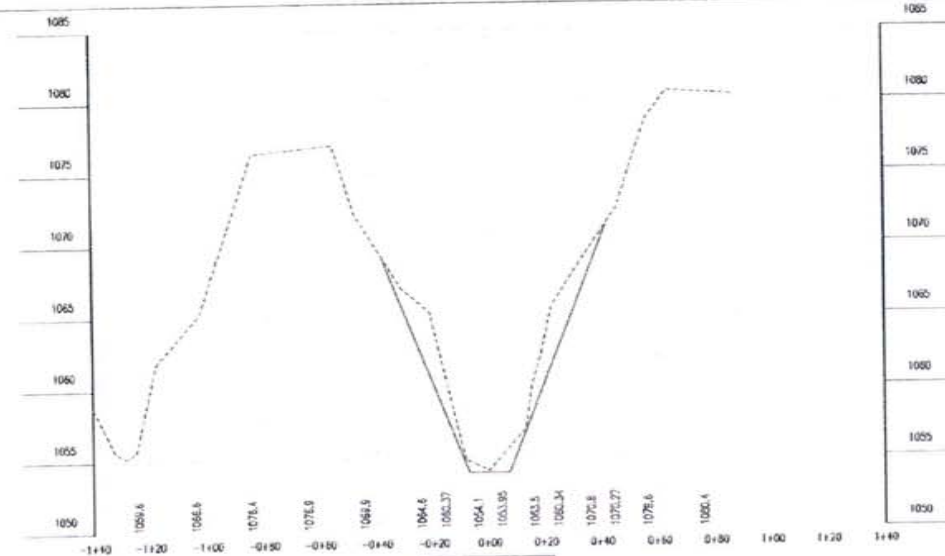
PROJECT NO.	16-10800
DRAWN BY	BRUNNEN
CHECKED BY	B. KRAMER
DESIGNED BY	B. KRAMER
DATE	12/20/16
DATE	12/20/16
DATE	12/20/16
DATE	12/20/16

EXISTING PIPE CROSS SECTIONS

DATE: P.04



SECTION 35+15



SECTION 1+63

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PROJECT:

### PROPOSED OPEN DITCH REPAIR WOLF CREEK

WOODBURY COUNTY IOWA

SECTION SURVEY

NO.	DATE	DESCRIPTION

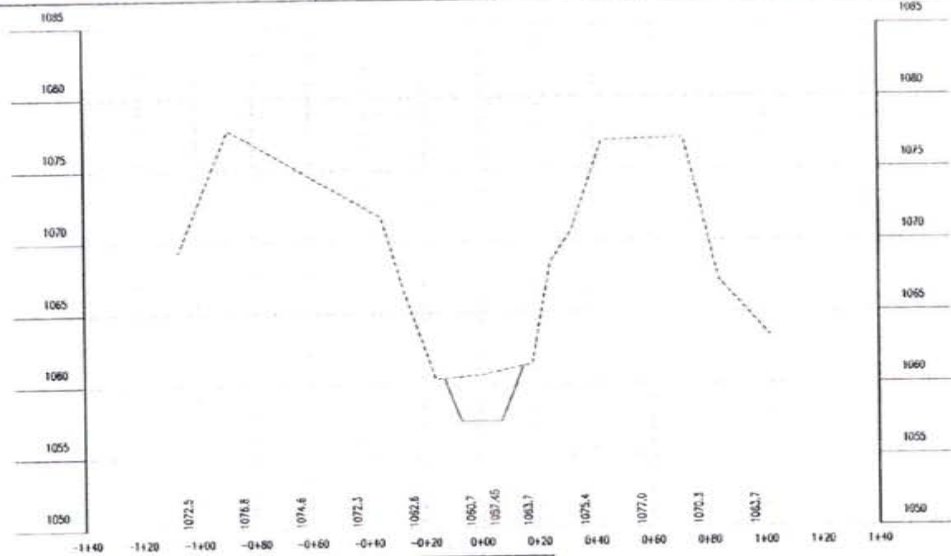
PROJECT NO: 16-18880  
 FILE NAME: 1688 CROSS SECTION  
 DRAWN BY: S. W. DORR  
 DESIGNED BY: S. W. DORR  
 REVIEWED BY: J. QUARLES  
 DRAINAGE ISSUE DATE: 09-21-2014  
 COUNTY PROJECT NO:

DATE:

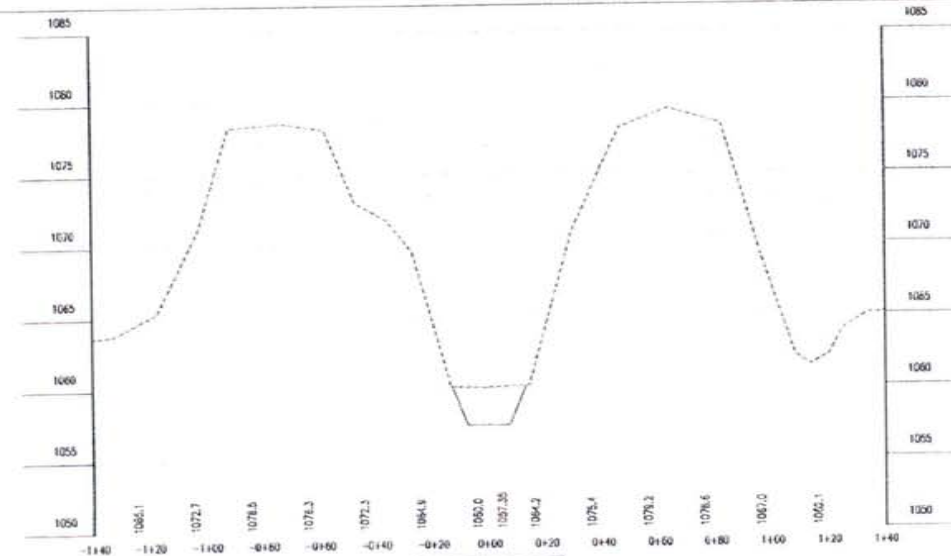
### CROSS SECTIONS

SHEET **X.01**





SECTION 90+18



SECTION 88+48

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**PROPOSED OPEN DITCH REPAIR WOLF CREEK**

WOODBURY COUNTY IOWA

NO.	DATE	DESCRIPTION

PROJECT NO. 16-14862  
 FILE NAME: 2008 CROSS SECTIONS  
 DRAWN BY: M. H. HENNING  
 CHECKED BY: M. H. HENNING  
 REVIEWED BY: J. BRONKHORST  
 ORIGINAL DATE: 08/20/08  
 CLIENT PROJECT NO.

**CROSS SECTIONS**

DATE: **X.02**



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**PROPOSED OPEN  
DITCH REPAIR  
WOLF CREEK**

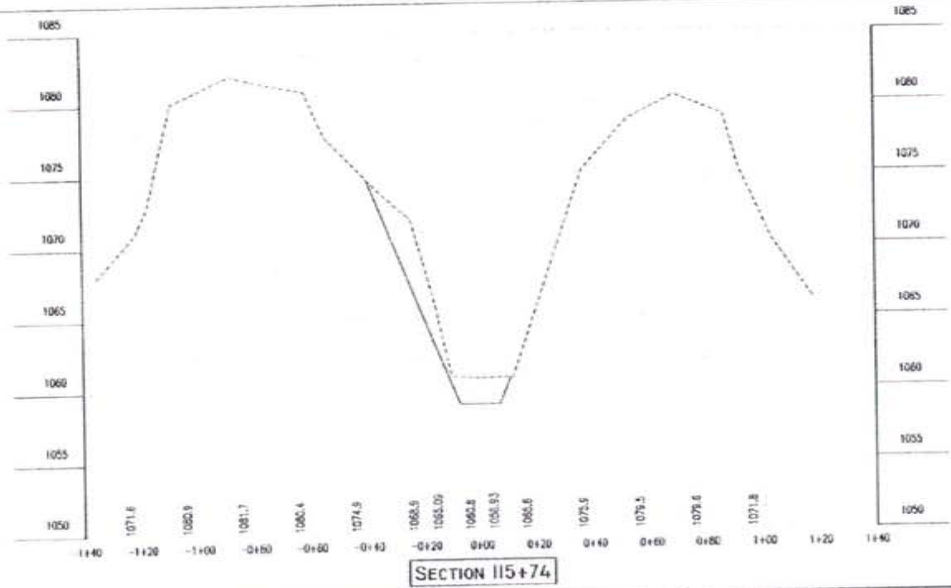
WOODBURY COUNTY IOWA

REVISIONS		
NO.	DATE	DESCRIPTION

PROJECT NO: 16-1858  
 FILE NAME: 1606 CROSS SECTION  
 DRAWN BY: N. KRIGER  
 DESIGNED BY: B. STANG  
 REVIEWED BY: J. GOSSELINK  
 SPECIAL INSTRUCTIONS:  
 CURRENT PROJECT NO:

**CROSS  
SECTIONS**

SHEET **X.03**



SECTION 115+74



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consideration of contract for Watchman Services for Drainage Districts under Board of Supervisor trusteeship.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** With the approval of the new policy for drainage district work by the Woodbury County Board of Supervisors, proactive inspection of drainage district facilities after severe storm events is now a part of drainage district maintenance. When FEMA eligible events occur, damage to drainage districts may be eligible for federal aid for repair and restoration of damaged facilities. Early identification of that damage after a flood can produce the documentation necessary to be eligible for repair assistance.

During these events, secondary road staff is usually busy dealing with damage to county roads and bridges and does not have time or staff to check drainage districts. With the new board policy that allows hiring of a drainage engineer to provide drainage district damage inspection in affected districts, an advanced contract for consultant services should be in place to allow quick and contemporaneous response to storm events.

In addition to approval of the contract, the board should make a decision on how the consultant should be notified of need. The board has three options for notification to the contractor to inspect drainage district facilities:

- 1) Contact the Board of Supervisors Office to request drainage district inspection – Board office staff to contact consultant to inspect drainage district damage.
- 2) Contact the County Engineer's Office to request drainage district inspection – County engineer to contact consultant to inspect drainage district damage.
- 3) Allow drainage district landowners to contact the consultant directly to request inspection.

Additional services are offered as well under the contract that the Board may, or may not choose to take advantage of at their option.

**BACKGROUND:** The Board is allowed to retain a watchperson to inspect drainage district damages by Iowa Code:

Section 468.169: Watchpersons:When a levee has been established and constructed in any county, the board shall be empowered to employ one or more watchpersons, and fix their compensation, whose duty it shall be to watch such levee and make repairs thereon in case of emergency. Such employee shall file with the auditor an itemized, verified account for services rendered, and cost and expense incurred in watching or repairing such levee, and the same shall be audited and allowed by the board as other claims and paid by the county from funds belonging to such district."



**FINANCIAL IMPACT:** No direct impact to county budget. Costs are passed to drainage district for which the services are accrued.

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

Yes  No

**RECOMMENDATION:** Recommend approval of the contract for watchman services with ISG.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve the agreement with ISG for watchman services for 2016 and 2017.

*Approved by Board of Supervisors April 5, 2016.*



April 28, 2016

Woodbury Board of Supervisors  
Woodbury County Courthouse  
620 Douglas Street  
Sioux City, IA 51101

RE: Professional Services Proposal for District Watchman Services  
Woodbury County, Iowa

Woodbury Board of Supervisors,

ISG has a long history of providing drainage District Watchman services in Iowa and has the expertise to assist the Board of Supervisors in keeping the district facilities in Woodbury County in a good state of repair. By engaging an experienced firm to provide District Watchman services, the Board, acting as Trustees for the Districts, will benefit the drainage district by avoiding unnecessary repairs through proper maintenance thereby providing more efficient ongoing use of drainage funds. With a talented and responsive team assigned to your system, Woodbury County will have a proactive, on-call Watchman ready to respond to your drainage system needs. Typical District Watchman duties as outlined herein are for repairs under \$10,000 and will be coordinated with the County Engineer prior to performance by ISG.

### Drainage District Watchman Duties

#### Reporting and Field Investigation

When concerns are raised by landowners, the County Engineer will submit a report form describing the drainage problem to ISG. The ISG District Watchman will perform a field investigation of the reported problem, and based upon the information gathered during the site visit, the following tasks will be completed:

1. ISG will prepare a work order with a written description specifying the repairs to be made. A corresponding opinion of construction cost will be generated to provide an approximate level of magnitude for the repairs. The work order will be submitted to the Board of Supervisors for review and approval. If repairs are estimated over \$10,000, ISG will report this situation and consult with the County Engineer. These repairs will typically require more extensive engineering services.
2. If the work order is approved, ISG will arrange for a contractor to perform the work. Upon completion of the repairs, the Contractor will submit an invoice to ISG for review and approval by the Watchman. If requested, ISG will prepare the claim and invoice to be submitted to the County Auditor for payment.

#### Exceptional Events

In the unfortunate circumstance of severe weather damage resulting in State and Federal declaration of disaster, ISG will provide services to coordinate repairs. We will work with Iowa Homeland Security and/or FEMA to prepare project work sheets with opinion of costs necessary to ensure repair work follows funding eligibility requirements.



RESPONSIVE



CREATIVE



INGENIOUS



EAGER



ACCOUNTABLE





*Tree and Brush Management Program*

At the County's request, ISG will establish a tree and brush management program for all open ditches in the county. Once established, it is recommended that ditches are reviewed on a three-year cycle with re-treatment if necessary. As part of this program, ISG will:

1. Perform an inventory of all open ditch facilities in the County. The conditions of ditches will be prioritized with the top 33% identified for inclusion in the first year of tree and brush management control.
2. Solicit spraying quotes from licensed contractors for treatment of the woody vegetation.
3. When clearing is necessary, prepare plans and specifications for projects and assist the County with bidding and contracting in accordance with Chapter 26 of the Iowa Code.
4. Provide necessary observation for completion of work and prepare pay estimates or claims for processing payment.
5. Perform field checks to maintain the tree and brush management control program on an annual basis.

*Review of Petitions*

Upon referral of repair and improvement petitions by the Board, the ISG Watchman will perform a preliminary field review and discuss any concerns raised by petitioners. ISG will report preliminary findings and recommendations to the County Engineer for review with the Board of Supervisors in considering action on the petition.

*Compensation*

ISG proposes to provide the scope of services described within this proposal for compensation on an hourly basis at the rate of \$80 per hour. This rate will apply to any ISG staff member performing district watchman work as outlined above. If other engineering services are necessary for performance of these District Watchman services, approval will be coordinated with the County Engineer prior to proceeding.

Please contact us with any questions regarding our services or this proposal. To indicate acceptance and provide authorization to proceed, please sign the acknowledgment below and return a copy to our office. ISG is eager to provide Woodbury County with responsive service, a collaborative approach, and timely delivery to meet your drainage needs.

Sincerely,

*Brian W. Blomme*

Brian Blomme, PE  
Agricultural Engineer

*Ivan O. Droessler*

Ivan Droessler, PE  
Principal + Senior Civil Engineer

<b>ACKNOWLEDGEMENT OF ACCEPTANCE</b>	
Accepted this _____ day of _____, 2016	
For:	_____
Signature:	_____
Printed Name:	_____
Title:	_____
This proposal is valid for 30 days.	







### BRIAN BLOMME PE

Agricultural Engineer

With the skills and ability to handle a wide variety of responsibilities related to many aspects of agricultural drainage, Brian conducts drainage and flood control studies, repairs, annexations, right-of-way acquisition, and reclassifications. As an appointed District Watchman, Brian provides inspection and coordination of maintenance services for county drainage systems which helps to avoid unnecessary and preventable repairs.

Professional Engineer: Iowa Registration #21995

**ACADEMIC BACKGROUND:** Bachelor of Science in Agricultural Engineering, Iowa State University - Ames, IA



### ERIC YUNGINGER

Assistant Engineer

Eric is experienced in many facets of project development, including topographic surveying, design development and drafting, construction staking, and construction observation and administration. Eric also serves as the District Watchman in five counties in Northwest Iowa, and several Trustee-controlled Drainage Districts. As District Watchman, Eric is responsible for reviewing landowner-reported damages to Drainage District infrastructure and determining the appropriate repairs needed after conducting the appropriate field evaluations.

**ACADEMIC BACKGROUND:** Bachelor of Science in Agricultural Systems Technology, Iowa State University - Ames, IA



### IVAN DROESSLER PE

Professional Engineer

Ivan brings over 30 years of planning, design, and management experience to civil, agricultural, and environmental engineering projects at ISG. His diverse portfolio of work includes drainage, wetlands, and storm water control projects. Ivan's work as a drainage consultant is highly regarded, and he has provided services to numerous drainage districts throughout Iowa. Maintaining close relationships with organizations such as IDDA, NRCS, IDALS, FEMA, and IDNR keeps Ivan at the forefront of agricultural drainage science.

Professional Engineer: IA Registration #11837

**ACADEMIC BACKGROUND:** Bachelor of Science in Civil Engineering, Iowa State University - Ames, IA



### JOSH WERNER

Assistant Engineer

Josh's experience includes topographic surface modeling, site design work, earthwork quantity calculations, GIS mapping and analysis, drainage ditch and tile design, and storm water detention basins. Josh specializes in ArcGIS, AutoCAD Civil 3D, ArcView GIS, Eagle Point Civil Design Software, Digital Terrain Modeling, Total Station operations and Survey Pro data collection. Josh provides critical support for the District Watchman Services provided through ISG. His knowledge gained on past projects is critical to providing accurate and cost effective documents for procuring drainage ditch repairs.

**ACADEMIC BACKGROUND:** Bachelor of Science in Civil Engineering, Iowa State University - Ames, IA

200+ ADDITIONAL PROFESSIONAL + TECHNICAL RESOURCES

#7a

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC**

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consider of approval of final payment voucher for Bridge Project BRS-0867(601)—60-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** Work has been completed on the Bronson Bridge replacement project. Final audits of the project have been completed and a final payment voucher for the project has been prepared.

**BACKGROUND:** The project involved replacement of a corporate line bridge on county route D38 on the edge of the city of Bronson. The city qualified for city federal aid bridge funds and received \$1,000,000 in funding. The county provided the local match for the project and all engineering work on the project. The match was provided by the county farm to market fund. Project work was completed in early 2015. Project audits are now complete.

**FINANCIAL IMPACT:** This project is paid for by 80% federal aid bridge funds and 20% county farm to market road funds.

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

Yes  No

**RECOMMENDATION:** Approve the final payment voucher for project number BRS-0867(601)--60-97.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve the final payment voucher for Project BRS-0867(601)—60-97 for Dixon Construction.

*Approved by Board of Supervisors April 5, 2016.*



Contract 031759



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-0867(601)--60-97 **RECEIVED** PAGE 1  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03-28-16  
 MO. DAY YR.

THIS VOUCHER - - -  
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING
	87.0	75.0	3.000										
0010	2.000	2.000	Acre	410	CLEAR+GRUBB	410	2000	000	000	000	000	000	
0020	942.000	942.000	Cubic Yd	410	EXCAVATION, CL 10, RDWY+BORROW	410	942000	000	000	000	000	000	
0030	4283.000	4283.000	Cubic Yd	410	EXCAVATION, CL 10, CHANNEL	410	4283000	000	000	000	000	000	
0040	90.000	90.000	Ton	410	GRANULAR MAT'L	410	95000	000	000	000	000	000	
0050	500.000	500.000	Ton	410	GRANULAR SHLD, TYPE B	410	395690	000	000	000	000	000	
0060	15.500	15.500	Station	441	SHLD FINISH, EARTH	441	15500	000	000	000	000	000	
0070	106.500	124.444	Sq Yard	441	BRIDGE APPROACH, RK-18	441	124444	000	000	000	000	000	
0080	1598.900	1730.667	Sq Yard	441	STD/S-F PCC PAV'T, CL C CL 3, 9"	441	1730667	000	000	000	000	000	
0090	3000.000	3000.000	Lump Sum	441	PCC PAV'T SAMPLE	441	3000000	000	000	000	000	000	

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION

2. DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.

3. DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.  
 Project approved for payment.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

\_\_\_\_\_ the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)

CERTIFICATION FOR HOURS AND LABOR APPLIES ONLY TO FEDERAL PARTICIPATING PROJECT.



Contract 031759



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-0867(601)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03-28-16  
 MO. DAY YR.

THIS VOUCHER       
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA											
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	RURAL PARTICIPATING		RURAL NON-PARTICIPATING		URBAN PARTICIPATING		URBAN NON-PARTICIPATING	
ITEM NO.	ITEM DESCRIPTION														
	87.0	75.0	3.000												
0100	5400.000	5400.000	Each	441	Compl. Last Voucher		000				000				000
	PAY ADJ I/D-PCC PAV'T THICKNESS				TOTAL TO DATE		(-1211 47)								
0110	100000.000	100000.000	Lump Sum	430	Compl. Last Voucher		100000000			000					000
	RMVL OF EXISTING BRIDGE				TOTAL TO DATE										
0120	626.000	626.000	Cubic Yd	430	Compl. Last Voucher		626000			000					000
	EXCAVATION, CL 20				TOTAL TO DATE										
0130	540.000	416.500	Cubic Yd	430	Compl. Last Voucher		416500			000					000
	STRUCT CONC (BRIDGE)				TOTAL TO DATE										
0140	125.600	120.110	Cubic Yd	430	Compl. Last Voucher		120110			000					000
	STRUCT CONC (RCB CULV)				TOTAL TO DATE										
0150	18941.000	18941.000	Pound	430	Compl. Last Voucher		18941000			000					000
	REINFORC STEEL				TOTAL TO DATE										
0160	95363.000	95363.000	Pound	430	Compl. Last Voucher		95363000			000					000
	REINFORC STEEL, EPOXY COATED				TOTAL TO DATE										
0170	322.200	322.200	Linn Ft	430	Compl. Last Voucher		322200			000					000
	CONC OPEN RAIL, TL-4				TOTAL TO DATE										
0180	980.000	980.000	Linn Ft	430	Compl. Last Voucher		980000			000					000
	PILE, STEEL, HP 10X42				TOTAL TO DATE										

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION

2. DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.

3. DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.       Project records not reviewed. Recommend payment based on the project engineers certification.  
 Project approved for payment.      based on the project engineers certification.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

I, \_\_\_\_\_ the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)

CERTIFICATION FOR HOURS AND LABOR APPLIES ONLY TO FEDERAL PARTICIPATING PROJECT.

Contract 031759



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-0867(601)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03 28 16  
 MO. DAY YR.

THIS VOUCHER - - -  
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING		
	<u>87.0</u>	<u>75.0</u>	<u>3.000</u>										
ITEM NO.	ITEM DESCRIPTION												
0190	<u>1680.000</u>	<u>1680.000</u>	Linn Ft	<u>430</u>	Compl. Last Voucher	<u>1680000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	PILE, STEEL, HP 12X53				TOTAL TO DATE								
0200	<u>390.300</u>	<u>390.300</u>	Linn Ft	<u>430</u>	Compl. Last Voucher	<u>630360</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	CONC ENCASE STEEL H PILE, HP 12X53(P10 L)				TOTAL TO DATE								
0210	<u>140.000</u>	<u>140.000</u>	Linn Ft	<u>430</u>	Compl. Last Voucher	<u>140000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	PREBORED HOLE				TOTAL TO DATE								
0230	<u>2340.000</u>	<u>2340.000</u>	Sq Yard	<u>410</u>	Compl. Last Voucher	<u>2340000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	ENGINEER FABRIC				TOTAL TO DATE								
0240	<u>2500.000</u>	<u>2500.000</u>	Ton	<u>410</u>	Compl. Last Voucher	<u>2546940</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	REVTMENT, CLASS E				TOTAL TO DATE								
0250	<u>1598.900</u>	<u>1777.111</u>	Sq Yard	<u>410</u>	Compl. Last Voucher	<u>1598900</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	RMVL+CRUSH OF PAV'T				TOTAL TO DATE	<u>1777</u>	<u>111</u>						
0260	<u>2.000</u>	<u>2.000</u>	Each	<u>410</u>	Compl. Last Voucher	<u>2000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	SAFETY CLOSURE				TOTAL TO DATE								
0270	<u>620.000</u>	<u>0.000</u>	Linn Ft	<u>491</u>	Compl. Last Voucher	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	RMVL/REINSTALL FENCE, BARBED WIRE				TOTAL TO DATE								
0280	<u>23.880</u>	<u>23.880</u>	Station	<u>442</u>	Compl. Last Voucher	<u>38330</u>	<u>4600</u>	<u>000</u>	<u>000</u>	<u>000</u>			
	PAINTED PAV'T MARK, WATERBORNE/SOLVENT				TOTAL TO DATE								

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION

2. DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.

3. DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.

\_\_\_\_\_ the \_\_\_\_\_

for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)



Contract 031759



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-0867(601)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03-28-16  
 MO. DAY YR.

THIS VOUCHER - - -  
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.		RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	87.0	75.0	3.000										
ITEM NO.	ITEM DESCRIPTION												
0290	7000.000	7000.000	Lump Sum	401	Compl. Last Voucher	7000000		000		000		000	
	TRAFFIC CONTROL				TOTAL TO DATE								
0300	175000.000	175000.000	Lump Sum	401	Compl. Last Voucher	175000000		000		000		000	
	MOBILIZATION				TOTAL TO DATE								
0310	4.000	0.000	Each	401	Compl. Last Voucher	000		000		000		000	
	PERMANENT CRASH CUSHION				TOTAL TO DATE								
0320	4.000	4.000	Each	401	Compl. Last Voucher	000		000		000		000	
	PERMANENT CRASH CUSHION SPARE PARTS KIT				TOTAL TO DATE								
0330	2.000	2.000	Acre	448	Compl. Last Voucher	1500		000		000		000	
	MULCH				TOTAL TO DATE								
0340	2.000	2.000	Acre	448	Compl. Last Voucher	1500		000		000		000	
	SEED+FERTILIZE (RURAL)				TOTAL TO DATE								
0350	425.000	425.000	Linr Ft	448	Compl. Last Voucher	000		000		000		000	
	SILT FENCE				TOTAL TO DATE								
7001	17.944	17.944	Sq Yard	441	Compl. Last Voucher	000		000		000		000	
	APPLIES TO ITEM 0070 BRIDGE APPROACH, RK-18				TOTAL TO DATE								
7002	131.767	131.767	Sq Yard	441	Compl. Last Voucher	000		000		000		000	
	APPLIES TO ITEM 0080 STD/S-F PCC PAV'T, CL C CL 3, 9"				TOTAL TO DATE								

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION

2. DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.

3. DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.  
 Project approved for payment. based on the project engineers certification.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

I, \_\_\_\_\_ the \_\_\_\_\_  
 for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR)

CERTIFICATION FOR HOURS AND LABOR APPLIES ONLY TO FEDERAL PARTICIPATING PROJECT.



Contract 031759



**Iowa Department of Transportation**  
**CONTRACT CONSTRUCTION PROGRESS VOUCHER**

BRS-0867(601)--60-97  
 Bridge - New / Replacement  
 WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03-28-16  
 MO. DAY YR.

THIS VOUCHER - - -  
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA										
TO DATE	LAST VOUCH.	AUTH.		ITEM NO.	QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING
	87.0	75.0	3.000											
7003	-123.500	-123.500	Cubic Yd	430	APPLIES TO ITEM 0130 STRUCT CONC (BRIDGE)			000	000	000	000	000	000	
7004	-5.560	-5.560	Cubic Yd	430	APPLIES TO ITEM 0140 STRUCT CONC (RCB CULV)			000	000	000	000	000	000	
7005	-4.000	-4.000	Each	401	APPLIES TO ITEM 0310 PERMANENT CRASH CUSHION			000	000	000	000	000	000	
7006	0.070	0.070	Cubic Yd	430	APPLIES TO ITEM 0140 STRUCT CONC (RCB CULV)			000	000	000	000	000	000	
7007	-620.000	-620.000	Linr Ft	491	APPLIES TO ITEM 0270 RMVL/REINSTALL FENCE, BARBED WIRE			000	000	000	000	000	000	
7008	178.211	178.211	Sq Yard	410	APPLIES TO ITEM 0250 RMVL+CRUSH OF PAV'T			000	000	000	000	000	000	
8001	550.000	550.000		448	REMOVAL OF STEEL BEAM GUARDRAIL			550000	000	000	000	000	000	
8002	280.000	280.000		448	GRANULAR SURFACING ON ROAD, CLASS D GRAVEL			355530	000	000	000	000	000	
8003	143.333	143.333		448	SQUARE YARDS ITEM			143333	000	000	000	000	000	

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

**CLAIMANT'S CERTIFICATION (Required for Final Payment Only)**

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. DATE \_\_\_\_\_ PROJECT ENGINEER CERTIFICATION \_\_\_\_\_

2. DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL \_\_\_\_\_  
 IDOT is not involved in this Farm to Market project.

3. DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL \_\_\_\_\_  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.

\_\_\_\_\_ the \_\_\_\_\_

for \_\_\_\_\_ (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

DATE \_\_\_\_\_ SIGNED CLAIMANT (CONTRACTOR) \_\_\_\_\_

CERTIFICATION FOR HOURS AND LABOR APPLIES ONLY TO FEDERAL PARTICIPATING PROJECT.

Contract 031759



Iowa Department of Transportation  
CONTRACT CONSTRUCTION PROGRESS VOUCHER

BRS-0867(601)--60-97  
Bridge - New / Replacement  
WOODBURY COUNTY ENGINEER

Voucher No. 15

DATE LAST VOUCHER 03-28-16  
MO. DAY YR.

THIS VOUCHER - - -  
MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 12005 DIXON CONSTRUCTION CO CORRECTIONVILLE, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE	RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING
	87.0	75.0	3.000										
8004	150.000	150.000		448			150000	000	000	000	000		
	CULVERT CMP ENTRANCE 48"												
8005	1.000	1.000		448			1000	000	000	000	000		
	APRON SAFETY SLOPE 48"												
8006	4.000	4.000		448			4000	000	000	000	000		
	PERMANENT CRSH CUSHION												
8007	467.670	467.670		448			467670	000	000	000	000		
	EXCAVTION CLASS 20												
8008	420.900	420.900		448			420900	000	000	000	000		
	HEATING OF STRUCTURAL CONCRETE												
8009	420.900	420.900		448			420900	000	000	000	000		
	PROTECTION OF STRUCTURAL CONCRETE												
8998	12.000	12.000		448			12000	000	000	000	000		
	LIQUIDATED DAMAGES												
8999	1.000	1.000	Lump Sum	401			000	000	000	000	000		
	STOCKPILED MATERIALS												

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

- DATE 5/4/2016 PROJECT ENGINEER CERTIFICATION [Signature]
- DATE \_\_\_\_\_ CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL  
 IDOT is not involved in this Farm to Market project.
- DATE \_\_\_\_\_ DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL  
 Project records reviewed.  Project records not reviewed. Recommend payment based on the project engineers certification.

CLAIMANT'S CERTIFICATION (Required for Final Payment Only)

David R. Ditor the President  
for Dixon Construction Co (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.  
4/22/16 David R. Ditor  
DATE SIGNED CLAIMANT (CONTRACTOR)





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

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

<b>ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:</b> <u>Mark J. Nahra, Woodbury County Engineer</u>		
<b>WORDING FOR AGENDA ITEM:</b> <u>Consider of award of bid for Bridge Project FEMA 35,36,37,39,40-73-97</u>		
<b>ACTION REQUIRED:</b>		
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"/>

**EXECUTIVE SUMMARY:** The Board of Supervisors received bids for a repair project designated FEMA 35,36,37,39,40—73-97 on May 3, 2016. The project involves repair to five Hungry Canyons stream protection weirs that were damaged during the June 2014 flood event.

**BACKGROUND:** The weirs were damaged during the flood event. In addition to repairing the weirs, some Hungry Canyons funding will allow the county to update selected weirs to meet current best design practices. FEMA funding is used to repair the weir to pre-flood condition. The Hungry Canyons funding will allow the county to enhance the resiliency of the weir to resist future floods.

**FINANCIAL IMPACT:** This project is paid for by a combination of FEMA, Hungry Canyon, and local secondary road funds.

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

Yes  No

**RECOMMENDATION:** Award the repair project to the low bidder, L. A. Carlson Construction.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to award Project FEMA Site 35,36,37,39,40--73-97 to L.A. Carlson Construction for \$89,685.00.

*Approved by Board of Supervisors April 5, 2016.*







**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consider of award of bid for Bridge Project ER-CO97(125)—58-97

**ACTION REQUIRED:**

Approve Ordinance                       Approve Resolution                       Approve Motion

Give Direction                                       Other: Informational                       Attachments

**EXECUTIVE SUMMARY:** The Board of Supervisors received bids through the Iowa DOT letting in Ames for road repair project ER-CO97(125)—58-97 on April 19, 2016. Iowa DOT has returned an award recommendation for the Board's consideration.

**BACKGROUND:** The project involves road embankment repairs on federal aid highways damaged during the June 2014 flood. Seven sites on county road D38 and two sites on county road D50 are to be repaired as part of this project. This is the last of three projects on federal aid routes and will complete repairs to affected roads. The county engineering department has completed design work and received required permits to allow construction. Temporary construction easements and permanent easements have been secured from the neighboring landowners.

**FINANCIAL IMPACT:** This project is paid for by 80% federal highway administration emergency relief funds and 20% county farm to market road funds.

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

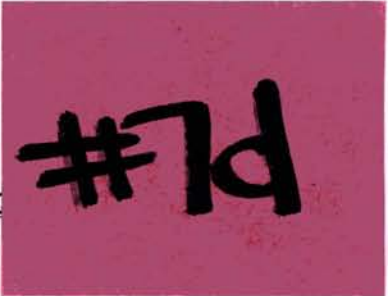
Yes                       No

**RECOMMENDATION:** Award the bridge project to the low bidder, K and L Construction.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to award Project ER-CO97(125)—58-97 to K and L Construction for \$199,613.00.

*Approved by Board of Supervisors April 5, 2016.*

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RECORD**



Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consider of award of bid for Bridge Project STP-S-CO97(127)--5E-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The Board of Supervisors received bids through the Iowa DOT letting in Ames for county bridge replacement project STP-S-CO97(127)--5E-97 on April 19, 2016. Iowa DOT has returned an award recommendation for the Board's consideration.

**BACKGROUND:** This project is done in cooperation with the city of Salix. The project replaces the existing concrete pavement on county route K45, also known as Poplar Street, from the Salix interchange with I-29 to the intersection with Old Highway 75. The Board approved a project agreement with Salix that set for the cost shares for the project in 2015.

**FINANCIAL IMPACT:** This project is paid for by a combination of federal aid highway (STP) funds awarded through the Siouxland Regional Transportation Planning Agency, city funds, and county farm to market funds.

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

Yes  No

**RECOMMENDATION:** Award the bridge project to the low bidder, Sioux City Engineering.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to award Project STP-S-CO97(127)--5E-97 to Sioux City Engineering for \$979,679.88.

*Approved by Board of Supervisors April 5, 2016.*



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**



Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consider of award of bid for Bridge Project BROS-CO97(128)—60-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The Board of Supervisors received bids through the Iowa DOT letting in Ames for county bridge replacement project BROS-CO97(128)—60-97 on April 19, 2016. Iowa DOT has returned an award recommendation for the Board's consideration.

**BACKGROUND:** The bridge is on Emmett Avenue north of Lawton, designated as county route K49. This bridge was scheduled for replacement in FY 2016 and has a restriction of one truck on the bridge at a time, which restricts farm travel in the area. This bridge has been in the five year construction program for replacement in FY 2016. The county engineering department has completed design work and received required permits to allow construction. Temporary construction easements and permanent easements have been secured from the neighboring landowner.

**FINANCIAL IMPACT:** This project is paid for by 80% federal aid bridge funds and 20% county farm to market road funds.

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

Yes  No

**RECOMMENDATION:** Award the bridge project to the low bidder, Godbersen-Smith Construction Company.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to award Project BROS-CO97(128)—60-97 to Godbersen-Smith Construction Company for \$693,386.45.

*Approved by Board of Supervisors April 5, 2016.*

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**



Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

<b>ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:</b> <u>Mark J. Nahra, Woodbury County Engineer</u>		
<b>WORDING FOR AGENDA ITEM:</b> Consider of approval of contract for Bridge Project L-B(X14)—73-97		
<b>ACTION REQUIRED:</b>		
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"/>

**EXECUTIVE SUMMARY:** The Board of Supervisors received bids for county bridge replacement project L-B(X14)—73-97 on April 5, 2016. The Board awarded the quote to the low bid on April 17, 2016.

**BACKGROUND:** Bridge X14 is on 280<sup>th</sup> Street north of Danbury, about 0.20 miles west of the Danbury Blacktop. This bridge was scheduled for replacement in FY 2016, but had to be closed in early 2015 due to failure of one of the wing walls on the existing bridge. The existing bridge, prior to the structural failure, had a 10 ton load posting, which restricted farm travel in the area. Area agricultural operators have been confined by restrictions on this structure and a load restricted greenwood structure on Pocahontas Avenue. This bridge has been in the five year construction program for replacement in FY 2016. The county engineering department has completed design work and received required permits to allow construction. Temporary construction easements have been secured from the neighboring landowner.

**FINANCIAL IMPACT:** This project is paid for by local secondary road funds.

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

Yes  No

**RECOMMENDATION:** Approve the contract with Graves Construction.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve the contract and bond for Project L-B(X14)—73-97 with Graves Construction for \$490,806.48.

*Approved by Board of Supervisors April 5, 2016.*





WOODBURY COUNTY, IOWA
CONTRACT

Kind of Work Bridge Replacement
Project No. L-B(X14)--73-97 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Jeremy Taylor, Mark Monson, Larry D. Clausen, Jaclyn Smith and Matthew Ung, Contracting Authority, and Graves Construction Spencer, IA, Contractor.

WITNESSETH: That the Contractor, for and in consideration of Four Hundred Ninety Thousand Eight Hundred Six and 48/100 (\$490,806.48) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Table with 5 columns: Item No., Item, Quantity, Unit Price, Amount. Lists 24 items including clearing, excavation, bridge removal, and materials. Total bid amount is \$490,806.48.

Said specifications and plans are hereby made part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Engineer under the date of March 8, 2016

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

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-B(X14)--73-97 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

Table with 4 columns: Approximate Starting Date, Specified Starting Date, Late Start Date, Number of Working Days. Values: Specified Starting Date: September 05, 2015; Number of Working Days: 65.

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto. It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the 26th day of April, 2016

Approved: Contractor: Graves Construction; Date: 4/26/16. By: Contracting Authority: Woodbury County Board Jeremy Taylor; Date: \_\_\_\_\_



#79

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

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consider of approval of contract for PCC Paving Project RC-CO97(130)-9A-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The Secondary Road Department received bids for a Portland Cement Concrete (PCC) Paving project numbered RC-CO97(130)—9A-97 on April 12, 2016. The project involves replacement of the existing pavement on Port Neal Circle with a new 10" thick, 26' wide PCC Pavement with an 11' right turn lane at the south end of the project. The board awarded the project on to Godberson-Smith Construction on April 26, 2016.

**BACKGROUND:** AGP Inc. is constructing a new soy oil refinery at their plant off Port Neal Circle near the Mid American Energy plant in rural Sergeant Bluff. The new plant construction will lead to 20 full time jobs at the plant plus numerous spin off trucking and other jobs associated with the plant expansion. The \$100 million dollar project made the county eligible for a RISE grant at a 50-50 cost share level to improve the road for AGP and the other businesses in the area. The county received a grant total of up to \$783,000 for the project from the RISE program. The balance will be provided by a bond to be sold by the county.

**FINANCIAL IMPACT:** This project is paid for by a combination of RISE and local capital improvement bonds.

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

Yes  No

**RECOMMENDATION:** Approve the contract and bond for the PCC Paving project with the low bidder, Godberson Smith Construction of Ida Grove, IA.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve the contract and bond for Project RC-CO97(130)—9A-97 with Godberson-Smith Construction for \$1,443,548.72.



# CONTRACT

Kind of Work P.C.C. Pavement – New

Project No. RC-CO97(130)-9A-97 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Jeremy Taylor, Mark Monson, Larry Clausen, Jaclyn Smith, and Matthew Ung, Contracting Authority, and Godbersen-Smith Construction of Ida Grove, Iowa, Contractor.

WITNESSETH: That the Contractor, for and in consideration of \_\_\_\_\_  
One Million Four Hundred Forty-Three Thousand Five Hundred Forty-Eight and 84/100 (\$1,443,548.84)  
payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Unit Price	Amount
P.C.C. Paving Project. RC-CO97(130)-9A-97				
Group 1				
1.	Excavation Class 10, Roadway and Borrow	6,697 CY	\$ 6.50	\$ 43,530.00
2.	Modified Subbase, Place only	4,555 CY	\$ 4.50	\$ 20,497.50
3.	Granular Shoulders, Type B	3,342 Ton	\$ 31.00	\$ 103,602.00
4.	Standard or Slip-Form P.C.C. Pavement, Class C, 10"	28,063.00 SY	\$ 35.95	\$ 1,008,864.85
5.	Rumble Strip Panel (PCC Surface)	2 Each	\$ 400.00	\$ 800.00
6.	Pay Adjustment Incentive/Disincentive for Smoothness	12,000 Each	\$ 1.00	\$ 12,000.00
7.	Removal and Crushing of Pavement	22,305.00 SY	\$ 4.50	\$ 100,372.50
8.	Railroad Approach Sections	1,095 SY	\$ 48.00	\$ 52,560.00
9.	Safety Closures	2 Each	\$ 100.00	\$ 200.00
10.	Painted Pavement Markings Waterborne or Solvent	260.37 STA	\$ 14.85	\$ 3,866.49
11.	Painted Symbols and Legends, Durable	6 Each	\$ 1,075.00	\$ 6,450.00
12.	Traffic Control	1 L.S.	\$ 4,000.00	\$ 4,000.00
13.	Flaggers	3 Each	\$ 435.00	\$ 1,305.00
14.	Mobilization	1 L.S.	\$ 80,000.00	\$ 80,000.00
15.	Railroad Protective Liability Union Pacific Railroad	1 L.S.	\$ 5,500.00	\$ 5,500.00
<b>TOTAL BID</b>				<b>\$ 1,443,548.84</b>

Said specifications and plans are hereby made part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Engineer under date of March 21, 2016

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

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. RC-CO97(130)-9A-97 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

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

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
		June 06, 2016	45

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

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

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Contractor: Godbersen-Smith Construction

Contracting Authority: Woodbury County, Iowa

By \_\_\_\_\_

By \_\_\_\_\_  
Woodbury County Board Chair

Date \_\_\_\_\_

Date \_\_\_\_\_

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

#7h

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consideration of award of quotations for a new Motor Grader

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The county annually purchases new equipment to replace existing equipment to maintain the reliability of its operating fleet. This purchase replaces an existing 2001 motor grader with a new grader. The board received quotations for new motor graders on April 26, 2016.

**BACKGROUND:** The purchase is budgeted in FY 2017. Orders are placed in April and May to assure delivery of new machines prior to the winter of 2016-2017.

**FINANCIAL IMPACT:** Motor grader is budgeted as a FY 2017 purchase.

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

Yes  No

**RECOMMENDATION:** Recommend award of the quotation to Murphy Tractor for the all wheel drive John Deere 772G motor grader

**ACTION REQUIRED / PROPOSED MOTION:** Motion to award of the quotation to Murphy Tractor for the all wheel drive John Deere 772G motor grader for \$257,600.00.

*Approved by Board of Supervisors April 5, 2016.*



**2016 Motor Grader bid tabulations**

April 26, 2016

	Murphy Tractor 4900 Harbor Drive Sioux City, IA 51102  Merville	Murphy Tractor 4900 Harbor Drive Sioux City, IA 51102  Merville	Ziegler Equipmnet 5300 Harbor Drive Sioux City, IA 51111  Merville	Ziegler Equipmnet 5300 Harbor Drive Sioux City, IA 51111  Merville
Trade In Machine	2001 John Deere 770CH	2001 John Deere 770CH	2001 John Deere 770CH	2001 John Deere 770CH
Brand Name & Model	John Deere 770G	John Deere 772G w/All Wheel Drive	CAT 12M3	CAT 12M w/All Wheel Drive
Purchase Price of Machine	\$ 277,800.00	\$ 308,600.00	\$ 284,913.00	\$ 316,108.00
Less Trade	\$ 51,000.00	\$ 51,000.00	\$ 25,000.00	\$ 25,000.00
Net Price of Machine	\$ 226,800.00	\$ 257,600.00	\$ 259,913.00	\$ 291,108.00
Final Quotation Recommended				
	Merville			
Purchase Price of Machine				
Less Trade				
Final Quotation recommended:	\$ -			

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

#7i

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Consideration of approval of a contract amendment for production of gravel for FY 2016

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The secondary road department has a contract with Hallett Materials for production of gravel for FY 2016. Prior to completion of this fiscal year's contract, the Gothier Pit near Anthon was depleted of its gravel and the county contract for this fiscal year was not completed. Hallett is starting production at a new gravel pit off of Mason Avenue adjacent to an inactive county gravel pit. They have started the permitting process to allow production at this new gravel pit, but it will take some time to get into production at the new site.

The county has an inactive mining permit on property adjacent to the new Hallett gravel pit. Hallett has offered to complete the county contract for FY 2016 gravel by mining it from the existing county pit, which is already under permit with IDNR. Hallett has offered the county a \$0.70 price reduction for the gravel produced on the county property.

**BACKGROUND:** The road department annually takes quotes gravel for stockpiles for use on county roads.

**FINANCIAL IMPACT:** Gravel is paid for as an annual budget item from secondary road funds. The savings to the secondary road budget from this contract amendment will be over \$11,000 based on remaining contract quantities.

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

Yes  No

**RECOMMENDATION:** Recommend approval of the material supply contract amendment for gravel supply for 2016.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve the contract amendment for gravel production for FY 2016 with Hallett Materials and authorize and direct the county engineer to sign the contract amendment on behalf of the county.

*Approved by Board of Supervisors April 5, 2016.*



# HALLETT MATERIALS

220 West 1st Street  
P.O. Box 487  
Wall Lake, Iowa 51466  
(712) 664-2732 • FAX: (712) 664-2793  
(800) 838-2615

May 4<sup>th</sup>, 2016

RE: Stripping and Material Processing Agreement.

Mark Nahra  
Woodbury County Engineer  
759 East Frontage Road  
Merville, Iowa 51039  
(712) 279-6484

Dear Mark,

After meeting with Jaimie Addy (Hallett Materials Geologist and Land Manager) pertaining to our Woodbury County Conditional Use Permit (CUP) and Floodplain Permit for the Wright Property, it is obvious we are not going to be able to mine the property until at the earliest June 6<sup>th</sup> after the public hearing for the CUP. There is also a chance that the Floodplain Permit, in a worst case scenario, could take three months from the application date to be approved.

Hallett Materials understands that Woodbury County is in need of the gravel remaining on contract with us ASAP and that the above permit approval dates will not work for an acceptable production timeline.

In light of the above, we have come up with a proposal that will allow us to provide material to Woodbury County in a more agreeable timeframe if it is acceptable to Woodbury County.

Hallett Materials would like to grub, strip, and mine Woodbury County's property that is between our leased property and the depleted Woodbury County Pit. This area is detailed in Exhibit A and notated as (Mining Zone A and Mining Zone B). We would setup our processing plant on Woodbury County's property at the designated area in Exhibit A. We are estimating there to be 217,270 tons of minable reserves in this area.

This material would be produced for Woodbury County at a rate of \$5.65/Ton. This is a \$0.70/ton reduction off of our 2015 contract with Woodbury County (\$6.35).

In addition to the above proposal Hallett Materials would like to borrow 30,000 tons of reserves from Woodbury County's Property to fulfill a contract with another Customer. Hallett Materials would replace the borrowed reserves with reserves from the Wright property in the form of processed gravel at the above rate of \$5.65/ton. The gravel quantity produced for the repayment of the borrowed reserves will be based on the total of all materials produced (Road Gravel and Bleed Sand). Total tons borrowed will



Producers of Quality Sand & Gravel

*An Equal Opportunity Employer*



be based on tons of gravel scaled plus bleed sand produced. Bleed sand piles will be GPS surveyed by Hallett Materials to determine the quantity.

Hallett Materials will hold Woodbury County harmless to any activity on Woodbury County property.

If you feel this proposal is acceptable we can act on this proposal by signing the attached agreement.

If you have any questions please feel free to call at any time.

Thank You.

Chad A. Ripley

Hallett Materials

(515) 419-2588

## **Stripping and Material Processing Agreement**

Woodbury County agrees to allow Hallett Materials to Grub, Strip, and Mine Woodbury County's property (Parcel ID 884328200006 - KEDRON TOWNSHIP 28-88-43 6.04 A S 1/2 SE & 15.46 A IN S 1/2 NE 1/4 & 11.77 A N 1/2 N 1/2 SE ¼) in the locations notated as (Mining Zone A and Mining Zone B) in Exhibit A that is attached to this agreement.

Woodbury County agrees to allow Hallett Materials to setup their processing plant on Woodbury County property at the location identified as (Plant Site) in Exhibit A.

Hallett Materials will produce the remaining 40,000 +/- tons of gravel owed to them on contracts (G-2016 Stockpile, GH-2016-1 Road Haul, and GH-2016-2 Road Haul) out of the mined reserves. This gravel will be hauled to Woodbury County's stockpiles, hauled to the roadways, and stockpiled at the pit as previously agreed to in the above mentioned contracts with the exception of the changes notated in the email dated February 17<sup>th</sup>, 2016 from Mark Nahra (Woodbury County Engineer) to Chad Ripley (Hallett Materials Representative) that is attached to this agreement.

Hallett Materials will price the gravel to Woodbury County at \$5.65/ton for stockpiled material. The material that will be hauled to the Woodbury County stockpiles and roadways will be priced at \$5.65/ton for the material plus the applicable haul rates associated with the above contracts.

Woodbury County agrees to allow Hallett Materials to borrow 30,000 +/- tons of its reserves to fulfill a pending contract with another customer. These reserves will be processed after Woodbury's contracts are completed. We will process this material from the same plant site as noted above and identified in Exhibit A. In return, Hallett Materials will replace the borrowed reserves with reserves from the Wright property in the form of processed gravel at the above rate of \$5.65/ton. The gravel quantity produced for the repayment of the borrowed reserves will be based on the total of all materials produced (Road Gravel and Bleed Sand). Total tons borrowed will be based on tons of gravel scaled plus bleed sand produced. Bleed sand piles will be GPS surveyed by Hallett Materials to determine the quantity.

Woodbury County will acquire all the necessary permits for the stripping, dewatering, and mining activities associated with this agreement.

Hallett Materials agrees to indemnify and hold harmless Woodbury County against any claims, liabilities, damages, fines, penalties, costs, and expenses, including without limitation the costs of litigation and administrative proceedings or investigations and reasonable attorneys' fees associated with the stripping, mining, processing, loading, scaling, and hauling as spelled out in this agreement.

Woodbury County agrees to hold Hallett Materials harmless to any claims, liabilities, damages, fines, penalties, costs, and expenses, including without limitation the costs of litigation and administrative

proceedings or investigations and reasonable attorneys' fees associated with the permitting portion of this agreement.

IN WITNESS THEREOF, the parties have executed this Agreement, by their duly authorized representatives, effective this 5<sup>th</sup> day of May, 2016.

**Hallett Materials**

Chad A. Ripley

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**Woodbury County**

Mark Nahra

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**Witness**

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**Witness**

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**HUMAN RESOURCES DEPARTMENT**  
**MEMORANDUM OF PERSONNEL TRANSACTION**

#8a

**DATE:** May 10, 2016

**\* PERSONNEL ACTION CODE:**

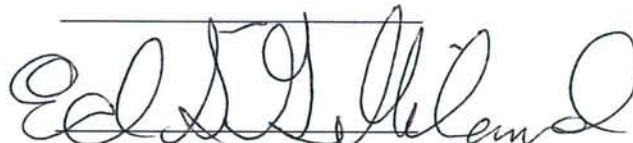
- |                 |                      |
|-----------------|----------------------|
| A - Appointment | R - Reclassification |
| T - Transfer    | E - End of Probation |
| P - Promotion   | S - Separation       |
| D - Demotion    | O - Other            |

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Harry, Levi	County Sheriff	5-02-16	Civilian Jailer			S	Resignation.
Rogers, Nickolas	County Sheriff	5-17-16	Civilian Jailer			S	Resignation.
Fergen, Karla	Human Resources	5-17-16	Clerk II	\$15.26/hour		A	Job Vacancy Posted 2-24-16. Entry Level Salary: \$15.26/hour.
Fox, Jacklyn	County Attorney	5-23-16	Asst. County Attorney	\$65,428/year	4.5%=\$2,865/year	R	Per AFSCME Asst. County Attorney Contract agreement, from Step 4 to Step 5.
Clark, Todd	County Sheriff	5-30-16	Civilian Jailer	\$18.19/hour	4%=\$.71/hour	R	Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2.
Griffith, Rose	County Sheriff	6-30-16	Admin. Assistant			S	Retirement.

**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:** May 10, 2016

For the May 10, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff (2) Civilian Jailers, Resignations.
- 2) Human Resources Clerk II, Appointment.
- 3) Asst. County Attorney, from Step 4 to Step 5.
- 4) County Sheriff Civilian Jailer, from Class 3 to Class 2.
- 5) County Sheriff Admin. Assistant, Retirement.

A handwritten signature in black ink, appearing to read "Ed Gilliland", is written to the right of the list of transactions.

Thank you

#8b

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: 5-05-16

Weekly Agenda Date: 5-10-16

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Ed Gilliland

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

**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"/>

**EXECUTIVE SUMMARY:** Due to two resignations, two Civilian Jailer openings have been created.

**BACKGROUND:**

**FINANCIAL IMPACT:** These positions have already been budgeted.

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

Yes  No

**RECOMMENDATION:**

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

*Approved by Board of Supervisors April 5, 2016.*



HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: May 10, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	(2) Civilian Jailers	CWA: \$17.48/hour		
	*Please see attached memos.			

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



# Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@sioux-city.org](mailto:ddrew@sioux-city.org)  
FAX: 712.279.6522

May 2<sup>nd</sup>, 2016

David A. Drew-Sheriff  
Ed Gilliland-HR Director

Good day,

Correctional Officer Levi Harry has resigned his position as a Correctional Officer. Officer Harry's last day is May 2<sup>nd</sup>, 2016. Sheriff Dave Drew is requesting HR Director Gilliland begin the Board approved process for filling the opening, created by Officer Harry's resignation, with a qualified candidate.

We wish Officer Harry the best in his future endeavors.

Greg Stallman, Major



# Woodbury County Sheriff's Office

---

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@sioux-city.org](mailto:ddrew@sioux-city.org)  
FAX: 712.279.6522

May 4<sup>th</sup>, 2016

David A. Drew-Sheriff  
Ed Gilliland-HR Director

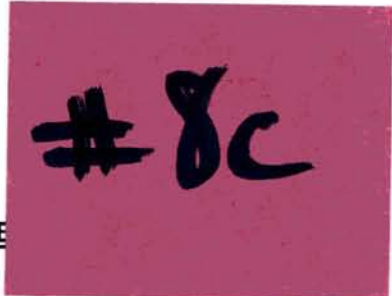
Good day,

Correctional Officer Nick Rogers has accepted a position with the Douglas County Sheriff's Office in Minnesota. Officer Rogers' last day is May 17, 2016. Sheriff Dave Drew is requesting HR Director Gilliland begin the Board approved process for filling the opening created by Officer Rogers' resignation, with a qualified candidate.

Officer Rogers is a good officer and we wish him the best in his new position.

Greg Stallman, Major





**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: 05-05-16

Weekly Agenda Date: 05-10-16

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Ed Gilliland

**WORDING FOR AGENDA ITEM:** Approval of Retiree Request to Remain on County Health & Dental Insurance Plans

**ACTION REQUIRED:**

Approve Ordinance                       Approve Resolution                       Approve Motion

Give Direction                       Other: Informational                       Attachments

**EXECUTIVE SUMMARY:** Attached please find a letter from Mark Peterson with the Conservation Department. Mr. Peterson will be retiring effective 6-30-16. He is requesting Board Approval to have the Under 65 Retiree Health & Dental Insurance Plans for himself, at his own expense.

**BACKGROUND:**

**FINANCIAL IMPACT:** Retiree pays premiums.

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

Yes                       No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:** Motion to Approve Retiree Request to Remain on County Health & Dental Insurance Plans.

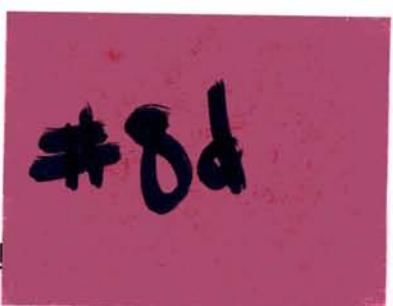
*Approved by Board of Supervisors April 5, 2016.*

April 29, 2016

Woodbury County Board Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

I will be retiring from the Woodbury County Conservation Department on June 30, 2016 and wish to remain on the Woodbury County Health Insurance Plan and Dental plan following retirement. I would like to remain on single insurance for both the County Health and Dental plans. I understand that this will be at my own expense. Thank you.

  
Mark L. Peterson



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**

Date: 05-05-16

Weekly Agenda Date: 05-10-16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ed Gilliland

WORDING FOR AGENDA ITEM: Employee Notification Procedure, Information Only

**ACTION REQUIRED:**

Approve Ordinance                       Approve Resolution                       Approve Motion

Give Direction                       Other: Informational                       Attachments

**EXECUTIVE SUMMARY:** This is informational only, we are looking for recognition of our process. Attached are samples of the templates we would use to notify the employees of changes to the Employee Handbook and the required Acknowledgment of receipt of the change, signature required.

**BACKGROUND:** The Human Resource Dept. has been asked to establish a procedure for notification of employees as to policy changes which have occurred since the creation of the policy review committee. We would also notify employees of changes to the Employee Handbook in a similar manner.

Many of the legal recommendations we read seem to suggest that we should NOT lay out the every process as a formal codified process and that Policy and Procedure should be separate from process. However, we will attempt to follow the process one would follow if they were amending an ERISA document, i. e., a Health or Pension Plan.

**FINANCIAL IMPACT:** Minimal. Some extra printing each cost each time we make changes.

**There is no contract.**

**RECOMMENDATION:**

Please acknowledge our process and allow us to proceed.

**ACTION REQUIRED / PROPOSED MOTION:**



SAMPLE

## WOODBURY COUNTY ACKNOWLEDGMENT FORM

I acknowledge that I have received a Notice of Change for \_\_\_\_\_ dated \_\_\_\_\_ to Woodbury County Employee Handbook or Woodbury County Policy and Procedure.

I agree to read it thoroughly and if there is any information in the change to Woodbury County Employee Handbook or Woodbury County Policy and Procedure that I do not understand, I will seek clarification from the Woodbury County Human Resources Department.

This is to acknowledge that I have received a Notice of Change to the Woodbury County Employee Handbook or Woodbury County Policy and Procedure.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Employee's Name Printed

\_\_\_\_\_  
Department Name

\_\_\_\_\_  
Date

SAMPLE

**SAMPLE**

**Summary of Material Changes to Employee Handbook or Policy and Procedure**

This modification is made as of the 1<sup>st</sup> day of April, 2009 by Woodbury County to the Woodbury County Employee Handbook or to Woodbury County Policy and Procedure.

The Woodbury County Employee Handbook or Woodbury County Policy and Procedure is hereby modified and the attached text may be printed on a replacement page for insertion into the Woodbury County Employee Handbook if applicable.

Please check the following that apply:

\_\_\_\_\_ Woodbury County will print the attached amendment for distribution if an electronic means of communication is not available for a particular employee.

\_\_\_\_\_ The Plan Administrator will notify Participants of the changes in some other manner.

\_\_\_\_\_ Other: \_\_\_\_\_

This modification is made as of the 1<sup>st</sup> day of April, 2009 by Woodbury County to the Woodbury County Employee Handbook or to Woodbury County Policy and Procedure. All other terms and provisions of the Handbook or Policy and Procedure remain unaltered and in effect.

The following text is added to  
XX  
XX

The following text applies etc. etc. etc.

\*\*\*\*\*  
\*\*\*\*\*

Woodbury County

**SAMPLE**

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**



Date: 05/06/16

Weekly Agenda Date: 05/10/16

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** David Gleiser – Rural Economic Director

**WORDING FOR AGENDA ITEM:** Request for budget for County Government Day food items

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** Budget for County Government Day food items, May 24, 2016.

**BACKGROUND:** Per Chairman request, R.E.D. Director has put together a budget request for County Government food items.

**FINANCIAL IMPACT:** Approve a budget of \$750.00 for food during County Government Day. To include, hot dogs \$240, buns \$75, chips \$145, cookies \$160, condiments \$20, bottled water \$80, plates/napkins \$30.

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

Yes  No

**RECOMMENDATION:** Approve budget as presented for County Government Day food items

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve County Government Day food budget as presented.

*Approved by Board of Supervisors April 5, 2016.*



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RESOLUTION**



Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

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

**WORDING FOR AGENDA ITEM:** Approval of resolution for a tax suspension for D. B.

**ACTION REQUIRED:**

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

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

**BACKGROUND:**

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:** Motion to approve resolution for a tax suspension for D. B.

*Approved by Board of Supervisors April 5, 2016.*

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

# 11a

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Gary Brown, Director

**WORDING FOR AGENDA ITEM:** Approval to Purchase (2) Physio Control Lifepak 15 Defibrillators/Monitors  
a. Approval to Purchase

**ACTION REQUIRED:**

Approve Ordinance   
Give Direction

Approve Resolution   
Other: Informational

Approve Motion   
Attachments

**EXECUTIVE SUMMARY:** Woodbury County Emergency Services is requesting the approval from the Woodbury County Board of Supervisors to purchase two Physio Control Lifepak 15 Cardiac Monitor/Defibrillators.

**BACKGROUND:** In February 2015 the Woodbury County Board of Supervisors approved the FY16 Budget for Woodbury County Emergency Services to spend \$77,125.00 for purchasing two 12 Lead Cardiac Monitor/Defibrillators.

Woodbury County Emergency Services did pursue supplemental funding by applying for the Iowa; Mission Lifeline Grant. The Iowa; Woodbury County Emergency Services was not a recipient in the first two rounds.

**FINANCIAL IMPACT:** The financial impact to the Woodbury County would be practical as the funds are already been identified for a specific purpose of purchasing two Physio Control Lifepak 15 Cardiac Monitor/Defibrillators.

Physio Control is an approved government vendor and the quote for a Lifepak 15 Cardiac Monitor/Defibrillator is \$25,532.40 EACH. The purchase price for two is \$51,064.80. The quote includes; the total package with batteries, modem, carrying case and additional items. (See attached for specific details.)

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

Yes  No

**RECOMMENDATION:** Woodbury County Emergency Services would like to recommend the Woodbury County Board of Supervisors make the motion to approve the purchase two Physio Control Lifepak 15 Cardiac Monitor/Defibrillators for the total cost of \$51,064.80 from the FY16 Budget.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to have the Woodbury County Board of Supervisors approve the purchase of two Physio Control Lifepak 15 Cardiac Monitor/Defibrillators for the total cost of \$51,064.80. From Physio Control an approved government vendor. Utilizing the funding set aside for this purpose during the FY16 Budget. The remaining funds to be utilized on further cost saving modernization to the Climbing Hill facility with Woodbury County Board of Supervisor approval.

*Approved by Board of Supervisors April 5, 2016.*



**Physio-Control, Inc**  
 11811 Willows Road NE  
 P.O. Box 97006  
 Redmond, WA 98073-9706 U.S.A.  
 www.physio-control.com  
 tel 800.442.1142  
 fax 800.732.0956

To Squad Captain Gary Brown  
 WOODBURY CTY EMS  
 121 DEER RUN TRAIL  
 CLIMBING HILL,IA 51015  
 7122796550

Quote Number 00034976  
 Revision # 1  
 Created Date 4/6/2016  
 Sales Consultant Ryan From  
 FOB Redmond, WA  
 Terms All quotes subject to credit approval and the following terms and conditions  
 NET Terms NET 30

IA AHA ML Initiative

Promotion (RP-NDAHA) - Helmsley Charitable Trust Expiration Date 7/6/2016

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
99577-001955	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and ShipKit- (RC Cable) 41577-000284. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	1.00	31,495.00	-10,498.50	20,996.50	20,996.50
21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	2.00	453.60	-151.20	302.40	604.80
11140-000015	AC power cord	1.00	77.70	-25.90	51.80	51.80
11140-000072	LP15 AC Power Adapter (power cord not included)	1.00	1,630.70	-543.60	1,087.10	1,087.10
11140-000080	Extension Cable (5ft 3 in)	1.00	293.00	-97.70	195.30	195.30
11160-000013	NIBP CUFF BAYONET-REUSEABLE,CHILD	1.00	24.00	-7.20	16.80	16.80
11160-000017	NIBP CUFF BAYONET-REUSEABLE,LARGE ADULT	1.00	33.00	-9.90	23.10	23.10
11171-000042	M-LNCS Neo, Neonatal/Adult Adhesive Sensor, 18-inch, 20/box	1.00	441.00	-132.30	308.70	308.70
11171-000046	M-LNCS DCI, Adult Reusable Sensor, 1/box	1.00	301.00	-90.30	210.70	210.70
11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	1.00	54.60	-18.90	35.70	35.70
11260-000039	LIFEPAK 15 Carry case back pouch	1.00	79.20	-27.40	51.80	51.80
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches. INCLUDED AT NO CHARGE: 11577-000001 Shoulder Strap	1.00	309.20	-106.90	202.30	202.30
11996-000081	FilterLine Set Adult/Pediatric (box of 25)	1.00	285.60	-89.60	196.00	196.00
11996-000162	SmartCapnoLine Plus - Adult/Intermediate patients >44lbs (box of 25)	1.00	321.30	-100.80	220.50	220.50
21996-000086	3G Modem (Verizon, customer needs data plan)	1.00	1,101.00	-366.70	734.30	734.30
99428-000305-3	Data plan for 3G Modem (Verizon) - 3 year	1.00	597.00	0.00	597.00	597.00



Subtotal	USD 25,532.40
Estimated Tax	USD 0.00
Estimated Shipping & Handling	USD 0.00
<hr/>	
Grand Total	USD 25,532.40

**Pricing Summary Totals**

List Price Total	USD 37,950.50
Total Contract Discounts Amount	USD 0.00
Total Discount	USD -12,418.10
Trade In Discounts	USD 0.00
Tax + S&H	USD 0.00

**GRAND TOTAL FOR THIS QUOTE**

USD 25,532.40

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$5,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

\_\_\_\_\_  
CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

Reference Number JY/03932601/95569

**General Terms for all Products, Services and Subscriptions.**

Physio-Control, Inc. ("Physio") accepts Buyer's order expressly conditioned on Buyer's assent to the terms set forth in this document. Buyer's order and acceptance of any portion of the goods, services or subscriptions shall confirm Buyer's acceptance of these terms. Unless specified otherwise herein, these terms constitute the complete agreement between the parties. Amendments to this document shall be in writing and no prior or subsequent acceptance by Seller of any purchase order, acknowledgment, or other document from Buyer specifying different and/or additional terms shall be effective unless signed by both parties.

**Pricing.** Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services unless Physio receives a copy of a valid exemption certificate prior to delivery. Discounts may not be combined with other special terms, discounts, and/or promotions.

**Payment.** Payment for goods and services shall be subject to approval of credit by Physio. Unless otherwise specified by Physio in writing, the entire payment of an invoice is due thirty (30) days after the invoice date for deliveries in the USA, and sight draft or acceptable (confirmed) irrevocable letter of credit is required for sales outside the USA.

**Minimum Order Quantity.** Physio reserves the right to charge a service fee for any order less than \$200.00.

**Patent Indemnity.** Physio shall indemnify Buyer and hold it harmless from and against all demands, claims, damages, losses, and expenses, arising out of or resulting, from any action by a third party against Buyer that is based on any claim that the services infringe a United States patent, copyright, or trademark, or violate a trade secret or any other proprietary right of any person or entity. Physio's indemnification obligations hereunder will be subject to (i) receiving prompt written notice of the existence of any claim; (ii) being able to, at its option, control the defense and settlement of such claim (provided that, without obtaining the prior written consent of Buyer, Physio will enter into no settlement involving the admission of wrongdoing); and (iii) receiving full cooperation of Buyer in the defense of any claim.

**Limitation of Interest.** Through the purchase of Physio products, services, or subscriptions, Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products or services, and Buyer expressly agrees not to reverse engineer or decompile such products or related software and information.

**Delays.** Physio will not be liable for any loss or damage of any kind due to its failure to perform or delays in its performance resulting from an event beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio inability to obtain goods from its usual sources.

**Limited Warranty.** Physio warrants its products and services in accordance with the terms of the limited warranties located at <http://www.physio-control.com/Documents/>. The remedies provided under such warranties shall be Buyer's sole and exclusive remedies. Physio makes no other warranties, express or implied, including, without limitation, **NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.**

**Compliance with Confidentiality Laws.** Both parties acknowledge their respective obligations to maintain the security and confidentiality of individually identifiable health information and agree to comply with applicable federal and state health information confidentiality laws.

**Compliance with Law.** The parties agree to comply with any and all laws, rules, regulations, licensing requirements or standards that are now or hereafter promulgated by any local, state, and federal governmental authority/agency or accrediting/administrative body that governs or applies to their respective duties and obligations hereunder.

**Regulatory Requirement for Access to Information.** In the event 42 USC § 1395x(v)(1)(I) is applicable, Physio shall make available to the Secretary of the United States Department of Health and Human Services, the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of these terms, such books, documents and records as are necessary to certify the nature and extent of the costs of the products and services provided by Physio.

**No Debarment.** Physio represents and warrants that it and its directors, officers, and employees (i) are not excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 USC § 1320a-7b(f); (ii) have not been convicted of a criminal offense related to the provision of healthcare items or services; and (iii) are not under investigation which may result in Physio being excluded from participation in such programs.

**Choice of Law.** The rights and obligations of Physio and Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the state where Buyer is located. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorney's fees, shall be reimbursed by the other party.

**Additional Terms for Purchase and Sale of Products.**

In addition to the General Terms above, the following terms apply to all purchases of products from Physio:

**Delivery.** Unless otherwise specified by Physio in writing, delivery shall be FOB Physio point of shipment and title and risk of loss shall pass to Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from Buyer, Physio will obtain transportation on Buyer's behalf and for Buyer's account. Delivery dates are approximate. Freight is pre-paid and added to Buyer's invoice. Products are subject to availability.

**Inspections and Returns.** Within 30 days of receipt of a shipment, Buyer shall notify Physio of any claim for product damage or nonconformity. Physio, at its sole option and discretion, may repair or replace a product to bring it into conformity. Return of any product shall be governed by the Returned Product Policy located at <http://www.physio-control.com/Documents/>. Payment of Physio's invoice is not contingent on immediate correction of nonconformities.

**No Resale.** Buyer agrees that products purchased hereunder will not be resold to third parties and will not be reshipped to any persons or places prohibited by the laws of the United States of America.



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC**

#11b

Date: May 5, 2016

Weekly Agenda Date: May 10, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Gary Brown, Director

**WORDING FOR AGENDA ITEM:** Recommendation and Approval to Purchase a 4x4 Medium Duty  
a. Approval to Purchase

**ACTION REQUIRED:**

Approve Ordinance       Approve Resolution       Approve Motion   
Give Direction       Other: Informational       Attachments

**EXECUTIVE SUMMARY:** Woodbury County Emergency Services is recommending the bid award and requesting Woodbury County Board of Supervisors approval to purchase a new 4x4 Medium Duty Rescue Truck.

**BACKGROUND:** Woodbury County Emergency Services had begun the process of purchasing a new 4x4 Medium Duty Rescue Truck. The advertisement for bids was published in the Sioux City Journal on April 16, 2016. The bids were opened at the May 3, 2016 Woodbury County Board of Supervisors Board Meeting.

The results of bids received:

Vendor	Bid
Jensen #1 (Ford)	\$49,399.00
Knoepfler Chevrolet	\$45,690.00
Mac's Chevrolet	\$45,185.00
Jensen #2 (Dodge)	\$44,398.00

**FINANCIAL IMPACT:** The purchase of the new rescue truck has been approved in the budget and this purchase will help to offset costly ongoing maintenance.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**  
Yes       No

**RECOMMENDATION:** Woodbury County Emergency Services recommends that the new 4x4 Medium Duty Truck be purchased from Jensen Lemars Chrysler Dodge Jeep of Lemars, IA. The bid met the minimum specifications and was the lowest bid received at \$44,398.00.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to have the Woodbury County Board of Supervisors approve the purchase of a 4x4 Medium Duty Truck from Jensen Lemars Chrysler Dodge Jeep of Lemars, IA. The truck for a 3500 Crew Tradesman 4x4 with an 8' box met all of the minimum specifications required and was the lowest bid received at \$44,398.00.

*Approved by Board of Supervisors April 5, 2016.*



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC**



Date: 5/5/16

Weekly Agenda Date: 5/10/16

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: County Auditor Pat Gill

**SUBJECT: A RESOLUTION TO AUTHORIZE AND IMPLEMENT SECURITY AWARENESS TRAINING FOR WOODBURY COUNTY EMPLOYEES USING THE WCICC-IT NETWORK**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Consideration of **A RESOLUTION TO AUTHORIZE AND IMPLEMENT SECURITY AWARENESS TRAINING FOR WOODBURY COUNTY EMPLOYEES USING THE WCICC-IT NETWORK**

**EXECUTIVE SUMMARY:** WCICC-IT presented a proposal to the county policy committee and asked that the Board of Supervisors approve security awareness training to enhance their efforts to protect the county's network from random cyber-attacks.

**BACKGROUND:** WCICC-IT has recently engaged in phishing campaigns to help ascertain the need for enhanced educational and protective measures in regard to the county's computer network. The results confirmed that a more aggressive effort was needed to protect the county's resources.

**FINANCIAL IMPACT:** None; the software has already been purchased.

**RECOMMENDATION:** Approve the training program.

**ACTION REQUIRED / PROPOSED MOTION: MOVE TO APPROVE A RESOLUTION TO AUTHORIZE AND IMPLEMENT SECURITY AWARENESS TRAINING FOR WOODBURY COUNTY EMPLOYEES USING THE WCICC-IT NETWORK**

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

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

**A RESOLUTION TO AUTHORIZE AND IMPLEMENT SECURITY AWARENESS TRAINING FOR WOODBURY COUNTY EMPLOYEES USING THE WCICC-IT NETWORK**

**WHEREAS**, cyber-attacks and ransom-ware threats can lead to a compromised workstation or spread malware through the County's internal network which could potentially cripple or shutdown our entire network and

**WHEREAS**, WCICC-IT is responsible for the network which serves the County and desires to educate its users on tools and methods used in Cyber threats and test them for social engineering vulnerabilities related to cyber-attacks and

**WHEREAS**, WCICC-IT desires to employ additional training and restrictions for repeatedly failing simulated cyber-attacks,

**BE IT THEREFORE RESOLVED** by the Board of Supervisors, Woodbury County, Iowa, hereby declare that users will only be granted to appropriate network resources based on need and successful training and

**BE IT FURTHER RESOLVED** that the Woodbury County Supervisors declare that all new county employees needing access to the County's network must complete basic computer security awareness training administered by WCICC-IT before they are granted network access and

**BE IT FURTHER RESOLVED** that the Woodbury County Supervisors declare that all currently employed county employees are to complete basic computer security awareness training administered by WCICC-IT within a timeframe agreed to by WCICC-IT and the Woodbury County Human Resources Department and

**BE IT FURTHER RESOLVED** that the Woodbury County Supervisors declare that WCICC-IT is authorized to measure employee's security awareness through the use such tools as phishing campaigns and

**BE IT FURTHER RESOLVED** that the Woodbury County Supervisors declare that WCICC-IT is authorized to require additional training and restrict access to network resources for county employees that repeatedly expose the county network to cyber-attacks.

**SO RESOLVED** this 10<sup>th</sup> day of May, 2016

Board Chair: \_\_\_\_\_

Attestation: \_\_\_\_\_

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

#13

Date: May 5<sup>th</sup>, 2016

Weekly Agenda Date: May 10<sup>th</sup>, 2016

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

**WORDING FOR AGENDA ITEM:** Woodbury County Courthouse Historical Light Fixture Globes

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** Woodbury County seeks to replace the light fixtures glass globes in the Courthouse 1<sup>st</sup> & 2<sup>nd</sup> floor rotunda, & the 2<sup>nd</sup> floor Courtroom areas.

**BACKGROUND:** A vast majority of the original Courthouse Rotunda & Courtroom light fixtures glass globes are to brittle to handle, have fissure cracks, are broken, or are missing. In earlier years the 2<sup>nd</sup> floor rotunda fixtures were re-globed but unfortunately those were not replaced with historically accurate replications.

Vendors were sought that could exactly replicate the original historic fixtures. Building Services is pleasantly surprised to report that we have found one such vendor whose work is nationally recognized, & that they are very close to us in the State of Iowa. Bogenrief Studios of Sutherland Iowa. Mark Bogenrief has met with Building Services on several occasions. Bogenrief has been allowed to take an original globe back to their place of business to create a replication for Woodbury County's, & National Park Services approval. The Courthouse 100<sup>th</sup> Anniversary is approaching & restoring the fixtures to the original grandeur would be a welcome improvement.

**FINANCIAL IMPACT:** \$27,563.01 (2016 Capital Improvement Project)

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

Yes  No



**RECOMMENDATION:** Building Services requests consideration to approve glass globe expenditures & contract with Bogenrief Studios of Sutherland, Iowa.

**ACTION REQUIRED / PROPOSED MOTION:**

*Approved by Board of Supervisors April 5, 2016.*

Bogenrief Studios Inc.  
 Mark & Jeanne Bogenrief  
 PO Box 9  
 220 W. Southern Street  
 Sutherland, IA 51058

# Proposal & Acceptance Agreement

Date
4/22/2016

Proposal Submitted to:
Kenny Schmitz Woodbury County Courthouse 620 Douglas Street Sioux City, Iowa 51101

Job Name 35 Large Globes 68 Small Globes
--

Submitted Specifications & Bid Quote for:	Total
Replicate 35 large globes 19 3/4" with 9 3/8" drop @ \$468.75 size,color, shape and painted detail to fit existing light fixtures	16,406.25
Replicate 68 small globes 7 7/8" with 4" drop @ \$164.07 size,color and shape to fit existing light fixtures	11,156.76

We Propose, Hereby, to furnish material and labor--Complete in accordance with the above specifications.  
 For the sum of:  
 \$ 27,563.01

Payment to be made as follows: 1/3 Down \$9187.67 upon signing of contract 1/3 45 Days \$9187.67 1/3 Upon Completion \$9187.67	<b>Subtotal</b>	\$27,563.01
	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$27,563.01

## Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. Bogenrief Studios, Inc. is authorized to do the work as specified. Payment will be made as outlined above.

However, I also understand and further agree that:

1. Unless specifically stipulated and detailed as a part of this proposal, no alterations, changes or modifications to new or existing structure(s) will be accommodated, for the purposes of final installation, as a function, expense or expectation of this proposal as bid.

2. If changes or alterations to the Project as bid and specified in size and materials and design are requested or required due to changes to, or errors or incorrect or later altered specifications from the original specifications provided to, or acquired through direct measurement by, Bogenrief Studios, Inc., once work on this project has commenced, I agree to pay the additional charges that will be added to the Bogenrief Studios' final invoice, commensurate with the significance, timing and extent of the requested changes, impacting other work in-house, additional hours, overtime, travel and materials, and for each subsequent requested or required change occurrence. Changes also nullify any contractual deadlines stipulated for final installation or delivery.

Client Signature & Date

*Mark Bogenrief*  
 Bogenrief Studios Signature and Date

Bogenrief Studios Inc.  
 Mark & Jeanne Bogenrief  
 PO Box 9  
 220 W. Southern Street  
 Sutherland, IA 51058

# Proposal & Acceptance Agreement

Date
4/22/2016

Proposal Submitted to:
Kenny Schmitz Woodbury County Courthouse 620 Douglas Street Sioux City, Iowa 51101

Job Name 35 Large Globes 68 Small Globes
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Submitted Specifications & Bid Quote for:	Total
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<b>Total</b>	\$27,563.01						

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Client Signature & Date

  
 Bogenrief Studios Signature and Date





April 26<sup>th</sup>, 2016

Mr. Steve King  
Deputy State Historical Preservation Officer

Mr. Mark Chavez  
National Park Service, Midwest Region

Kenny Schmitz, Building Services Director  
Woodbury County  
620 Douglas Street  
Sioux City, IA. 51101  
[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)  
712-253-3745

Gentleman,

As we toured the Courthouse it was apparent the glass globes used on the hanging fixtures on 1<sup>st</sup> & 2<sup>nd</sup> floor in the atrium were in need of replacement. The globes on the 2<sup>nd</sup> floor were all replacements and appeared quite different from the historically accurate globes on the first floor. While original, many of the globes on the first floor were cracked, broken, and/or stained by smoke. We discussed that it would be more historically accurate to replace all the globes on the first and second floor with globes that were as close in color and design as possible to the original.

We found a provider by the name of "Bogenrief Studios" in Sutherland, Iowa. They have reviewed the globes on several occasions, and Mark Bogenrief firmly believes their business can exactly replicate the original historic globe shapes, design paintings, and glass color. The new globes would be historically accurate yet they would be sturdy and cleanable. We are asking your permission to replace all of the globes as quickly as possible since we are rapidly nearing the Courthouse 100<sup>th</sup> Anniversary, and we need to stake our placement on Bogenrief Studio's schedule so we can replace the globes yet this year.

If you should approve this restoration project, I will address the Woodbury County Board of Supervisors on May 3<sup>rd</sup>, 2016 and request funding to complete the project as soon as possible.

Please let me know what you need from us and what we may do to help. We want to comply with every request you might have with this project. Keeping or improving the Courthouse's historic accuracy while improving functionality and appearance (closer to original) is our only goal.

Thank You,

Kenny Schmitz  
Building Services Director  
Woodbury County, Iowa

#14

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

Date: 05.05.2016

Weekly Agenda Date: \_05.10.2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: SHERIFF DAVE DREW

SUBJECT: WOODBURY COUNTY PROCLAMATION RECOGNIZING NATIONAL LAW ENFORCEMENT MEMORIAL WEEK

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** WOODBURY COUNTY PROCLAMATION RECOGNIZING NATIONAL LAW ENFORCEMENT MEMORIAL WEEK

**EXECUTIVE SUMMARY:** N/A

**BACKGROUND:** In 1962, President John F. Kennedy signed a proclamation which designated May 15th as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, D.C. to participate in a number of planned events which honor those that have paid the ultimate sacrifice.

The Memorial Service began in 1982 as a gathering in Senate Park of approximately 120 survivors and supporters of law enforcement. Decades later, the event, more commonly known as National Police Week, has grown to a series of events which attracts thousands of survivors and law enforcement officers to our Nation's Capital each year.

The National Peace Officers' Memorial Service is one in a series of events which includes the Candlelight Vigil, which is sponsored by the National Law Enforcement Officers Memorial Fund (NLEOMF) and seminars sponsored by Concerns of Police Survivors (C.O.P.S.).

**FINANCIAL IMPACT:** NONE

**RECOMMENDATION:** READING

**ACTION REQUIRED / PROPOSED MOTION:** APPROVAL

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



## WOODBURY COUNTY POLICE WEEK PROCLAMATION MAY 15-21, 2016

To recognize National Police Week 2016 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Woodbury County Sheriff's Office;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including eleven law enforcement members in Woodbury County, IA; to wit: Special Agent Kevin J. Kramer, 1996; Capt. Phillip A. Heimbecker, 1993; Cpl. Jon E. Hermann, 1993; Patrolman Warren T. Hodgins, 1973; Capt. Joseph P. Davidchik 1968; Matron Mary Eileen Heilman, 1959; County Attorney James R. Brodie, 1959; Chief Deputy Jimmie Biggs, 1959; Patrolman Sylvan E. Dykstra, 1953; Deputy Lewis R. Jones, 1921; Chief Detective James G. Britton, 1919;

WHEREAS, the names of these dedicated public servants are engraved on the Law Enforcement Officer's Memorial in Sioux City, IA.

WHEREAS, 124 new names of fallen heroes from 2015 are being added to the National Law Enforcement Officers Memorial this spring;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 28<sup>th</sup> Annual Candlelight Vigil, on the evening of May 13, 2016, in Washington D.C.;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 15-21;

WHEREAS, May 15 is designated as National Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED that the Woodbury County Board of Supervisors, formally designates May 15-21, 2016, as Police Week in Woodbury County, IA, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

#15

Date: May 4, 2016

Weekly Agenda Date: May 10, 2016

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor Matthew Ung

**WORDING FOR AGENDA ITEM:** Authorization to apply for ISAC Excellence in Action Award

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:** The Excellence in Action Award by the Iowa State Association of Counties ("ISAC") is a competitive awards program that seeks to identify and recognize innovative county government employees, programs, and ISAC affiliates. ISAC encourages county departments to apply. Judging is based on the attributes of creativity, innovation, cost savings, replication, leadership, increased efficiency, cooperation with others, and perseverance. I believe Woodbury County's initiative to become the first all-LED county would excel in each of these metrics. Looking at previous winning counties/programs, it becomes clear that our project is a perfect candidate.

**BACKGROUND:** Months ago, another department head suggested I recommend our Building Services Director apply for this annual award on behalf of the program once the application became available. I agreed that it would be a boost both to the department and the county as a whole, and recently reached out to Director Schmitz, who would be willing to submit the application by the July 1 deadline with the support of the board.

**FINANCIAL IMPACT:** N/A

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

Yes  No

**RECOMMENDATION:** See below.

**ACTION REQUIRED / PROPOSED MOTION:** Motion to authorize Building Services Director Schmitz to apply and nominate the "Woodbury County LED Lighting Project" program for the ISAC Excellence in Action Award on behalf of Woodbury County.

*Approved by Board of Supervisors April 5, 2016.*



The ISAC Excellence in Action Award program is a competitive awards program that seeks to identify and recognize innovative county government employees, programs, and ISAC affiliates. Please encourage all county departments to apply.

## CRITERIA

- Programs nominated must be **innovative** and do one or more of the following:
  - Offer a new service to county residents, fill gaps in the availability of existing services, or tap new revenue sources.
  - Improve the administration or enhance the cost effectiveness of an existing county government program.
  - Upgrade the working conditions or level of training for county employees.
  - Enhance the level of citizen participation in, or the understanding of, government programs.
  - Provide information that facilitates effective public policy making.
  - Promote intergovernmental cooperation and coordination in addressing shared problems.
  - Provide a model from which other counties or affiliates may learn.
- Nominated individual must demonstrate exemplary service to citizens, staff or stakeholders.

## JUDGING

CoSTAR will rate each application based on the following attributes: creativity, innovation, cost savings, replication, leadership, increased efficiency, cooperation with others, and perseverance.

## GUIDELINES

- Nominated programs must have become operational after January 1, 2015.
- Individual nominations should reflect the individual actions of the last 24 months.
- Nominations should be made using the application form below.
- A narrative of the county program or individual's actions must be included. Please limit to three pages.

## AWARD PRESENTATION

Awards will be presented at the 2016 ISAC Fall School of Instruction held on November 30 – December 2, in Des Moines. Winners will receive a special ribbon to be worn on their name badge. Winners will be recognized on the ISAC website and in a news release sent to statewide media. When appropriate, an ISAC staff member will also attend the board of supervisors meeting to present the award.

## QUESTIONS

Contact Robin Harlow, ISAC's Innovation and Research Manager at 515.369.7006 or [rharlow@iowacounties.org](mailto:rharlow@iowacounties.org).

## NOMINATION FORM

- Attach a narrative of the county improvement/project/program/individual (three-page limit).
- Return all nominations by **July 1, 2016 (postmarked date)** to:  
Iowa State Association of Counties  
Attn: Robin Harlow  
5500 Westown Parkway, Suite 190  
West Des Moines, IA 50266.
- OR email your application form (containing all the information on the form below) to Robin Harlow.

*Please fill out each field completely.*

Please indicate nomination type: Individual \_\_\_ Program \_\_\_

Name of individual/program: \_\_\_\_\_ County or affiliate: \_\_\_\_\_

Name of nominator: \_\_\_\_\_ Title: \_\_\_\_\_

Nominator's phone: \_\_\_\_\_ Nominator's email: \_\_\_\_\_





# POLICE and MILITARY



VS



# FIRE and EMS



Tailgate and Barbecue, Open Skate and  
Hockey Game

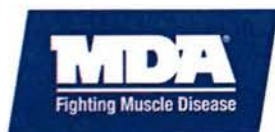
Please join the Siouxland Police, Fire Departments, EMS and Military personnel May 15<sup>th</sup> to help raise money for Muscular Dystrophy Association. The Police, Fire, EMS and Military departments will play each other in the 1<sup>st</sup> Annual "Battle of the Badges" charity hockey game at IBP Ice Center 3808 Stadium Drive, Sioux City, IA.

**Day of Events: 05/15/2016**

**1:00pm to 2:00pm:** Tailgate and Barbecue IBP parking lot. Burgers, Brats and Hot Dogs available for purchase. SCFR and SPI rig tours.

**2:00pm to 3:00pm:** Open Skate \$5 (children 4 and under free). Bring your own skates or rent skates for \$3

**3:00pm to 4:00pm:** Battle of the Badges Charity Hockey Game. Admission is FREE!!!!!!!!!!!!



100% of proceeds go to MDA

## 2016 LAW ENFORCEMENT MEMORIAL

**May 16, 2016**

We Remember...



<i>Special Agent Kevin J. Kramer</i>	<i>1996</i>
<i>Capt. Phillip A. Heimbecker</i>	<i>1993</i>
<i>Cpl. Jon E. Hermann</i>	<i>1993</i>
<i>Patrolman Warren T. Hodgins</i>	<i>1973</i>
<i>Capt. Joseph P. Davidchik</i>	<i>1968</i>
<i>Matron Mary Eileen Heilman</i>	<i>1959</i>
<i>County Attorney James R. Brodie</i>	<i>1959</i>
<i>Chief Deputy Jimmie Biggs</i>	<i>1959</i>
<i>Patrolman Sylvan E. Dykstra</i>	<i>1953</i>
<i>Deputy Lewis R. Jones</i>	<i>1921</i>
<i>Chief Detective James G. Britton</i>	<i>1919</i>

You are invited to attend the annual Law Enforcement Memorial ceremony to be held at the Public Safety Memorial, in the 600 block of Douglas Street, Monday, May 16, 2016.

Guests are encouraged to arrive by 11:50A. The officer's processional will begin promptly at high noon. The brief ceremony will include placement of the memorial wreaths, roll-call memorial address and guest speaker. Following the ceremony, guests are invited to join us at the Law Enforcement Center for awards and refreshments.

A handwritten signature in black ink that reads 'David Drew'.

Sheriff Dave Drew

# WOODBURY COUNTY E911 SERVICE BOARD

Chairman Gary Merkel  
Vice-Chairman Max Dunnington  
Executive Member Jeff Redmond  
Executive Member David Amick  
Treasurer Wendi Hess  
Secretary Glenn Sedivy

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## MEETING NOTICE

**DATE:** May 11th, 2016

**TIME:** 6:30 p.m.

**PLACE:** Climbing Hill Substation

- I. Meeting called to order
- II. Approve minutes of the March 9th, 2016 Regular Meeting
- III. New Business
  - a. Approve any outstanding claims
  - b. Treasurer's Report's
  - c. Climbinghill Tower Microwave link replacement
- V. Open Items
- IV. Adjourn  
(Next meeting)

**NEXT REGULAR MEETING WEDNESDAY  
July 13, 2016 @ 6:30 pm**



**WOODBURY COUNTY JUVENILE DETENTION CENTER**

Trosper-Hoyt Bldg.  
822 Douglas St. - 4th Floor  
Sioux City, Iowa 51101

Phone 712-279-6622  
Email: molsen@sioux-city.org  
Fax 712-234-2900

**6:00 a.m.**

**6:00 p.m.**

April, 2016

April 25, 2016		18
April 26, 2016	18	17
April 27, 2016	17	17
April 28, 2016	17	14
April 29, 2016	14	15
April 30, 2016	15	15

May, 2016

May 1, 2016	15	15
May 2, 2016	16	

The Center averaged 16 youth per day during the 6:00 am. head count and 15.9 during the 6:00 p.m. check for a weekly average of 16 youth per day during the above week.

Of the fifteen youth detained on May 2, 2016, six or thirty eight percent were identified as gang members. No one is currently identified as hard-core members.

We are currently detaining six juvenile from the BIA and one from Dakota County.

Mark Olsen

Director

WCJDC

May 2, 2016