



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(FEBRUARY 20, 2018) (WEEK 8 OF 2018)**

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Rocky L. De Witt 253-0421 rdewitt@woodburycountyiowa.gov	Marty J. Pottebaum 251-1799 mpottebaum@woodburycountyiowa.gov	Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov	Jeremy J. Taylor 259-7910 jtaylor@woodburycountyiowa.gov	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held February 20, 2018 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.

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

AGENDA

4:00 p.m. 1. Closed Session {Iowa Code Section 21.5 (1) (c)}
First Floor Boardroom

- 4:30 p.m.** 2. Board Administration – Dennis Butler
Update on Tax Rate Report
3. **Budget Review Discussion for FY 2019**
- a. Courthouse Security
 - b. County Services – Mental Health
 - c. Further budget reviews

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

- | | |
|---------------------------|-------------|
| 4. Citizen Concerns | Information |
| 5. Approval of the agenda | Action |

Consent Agenda

Items 6 through 12 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

6. Approval of the minutes of the February 13, 2018 meeting
7. Approval of claims
8. Board Administration/Public Bidder – Heather Satterwhite
Approval of Notice of Property Sale Resolution for Parcel #894729176014 (aka 419 Isabella Street) setting for Tuesday, March 6th at 4:35
9. Human Resources – Melissa Thomas
Approval of Memorandum of Personnel Transactions
10. County Auditor – Patrick Gill
Receive the appointment of Terry Johnson to the Lawton City Council
11. Board Administration – Karen James
Approval of resolution for a tax suspension for S.S.
12. Approval of appointment of Mark Monson and Shelly Sorensen to the Community Action Agency of Siouxland Board

End Consent Agenda

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|--------------------------------|---|-------------|
| 4:35 p.m.
(Set time) | 13. Board Administration – Heather Satterwhite
a. Public hearing and sale of property parcel #894735205001 (aka 317 S. Mulberry Street) | Action |
| 4:37 p.m.
(Set time) | b. Public hearing and sale of property parcel #894721355022 (aka 1615 Pierce Street) | Action |
| | 14. Board of Supervisors – Jeremy Taylor
a. Approval of rescinding of Opt-Out Provision Request to Judge Hoffmeyer concerning firearms in the Woodbury County Courthouse | Action |
| | b. Approve change and language to the employee handbook prohibiting employees from carrying firearms while court is in session or as long as security is provided by courthouse security. | Action |
| | 15. Secondary Roads – Mark Nabra
a. Consider approval of completion certificate for Port Neal Circle RISE Project | Action |
| | b. Consider approval of contract and bond for project number L-B(L77)—73-97 and L-B(L78)—73-97 | Action |
| | c. Approve final pay voucher for project number ER-CO97(125)—58-97, Emergency Relief, Repairs to county roads damaged in 2014 floods | Action |
| | d. Receive and consider bids for crushing PCC concrete from county stockpiles | Action |
| | e. Receive and consider bids for project number L-B(V842)—73-97 | Action |
| | 16. Community Economic Development – David Gleiser
a. Quarterly update on Rural Comprehensive Planning Project | Information |
| | b. Quarterly update on SIMPCO City/County Membership Dues Project | Information |
| | 17. Building Services – Kenny Schmitz
a. Approval of valve and actuator replacements as necessary in the amount not to exceed \$28,406.00 | Action |
| | b. Approval of Siouxland District Health HVAC repairs; Administrative Office and Classroom “A” Building HVAC System Study | Action |
| | 18. Board of Supervisors – Keith Radig
Scoring System for CIP projects | Information |
| | 19. Reports on Committee Meetings | Information |

20. Citizen Concerns

Information

21. Board Concerns

Information

ADJOURNMENT

Subject to Additions/Deletion

CALENDAR OF EVENTS

- WEDNESDAY, FEB. 21 10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook
- 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THURSDAY, FEB. 22 10:30 a.m.** Department Head Meeting, LEC Conference Room
- 11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- MONDAY, FEB. 26 6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUESDAY, FEB. 27 1:00 p.m.** Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
- THURSDAY, MARCH 1 4:30 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- MONDAY, MARCH 5 6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUESDAY, MARCH 6 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., MARCH 7 9:00 a.m.** Loess Hills Alliance Stewardship Committee Meeting, Pisgah, Iowa
- 10:30 a.m.** Loess Hills Alliance Executive Board Meeting
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.** Loess Hills Alliance Full Board Meeting
- THURSDAY, MARCH 8 4:30 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., MARCH 14 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 6:30 p.m.** 911 Service Board Meeting, Public Safety Center, Climbing Hill
- 8:00 p.m.** County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- THURSDAY, MARCH 15 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- WED., MARCH 21 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- MONDAY, MARCH 26 6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- THURS., MARCH 29 12:00 p.m.** SIMPCO Board of Directors Meeting, 1122 Pierce St.

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.

The Running Total: Current Tax Rates for FY 18

Certified budget March 15, 2017

Woodbury County: County-Wide
\$7.40 / \$1,000

-\$0.04

Woodbury County: Rural Unincorporated
\$10.37 / \$1,000

-\$0.13

The Running Total: Current Tax Rates for FY 19

After January 1, 2018 Adjustment*

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

+\$0.17

Woodbury County: Rural Unincorporated
\$10.18 / \$1,000

-\$0.18

**Total department budget requests including improvement items*

The Running Total: Current Tax Rates for FY 19

After January 2, 2018 Adjustment

Woodbury County: County-Wide
\$7.53 / \$1,000

+\$0.13

-\$0.04

Woodbury County: Rural Unincorporated
\$10.14 / \$1,000

-\$0.22

-\$0.04

Major actions: Reduced Conservation improvement request by 2 positions, totaling -\$155,568 and adjusting the Comm Center by +\$1,733.

The Running Total: Current Tax Rates for FY 19

After January 9, 2018 Adjustment

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

+\$0.12

-\$0.01

Woodbury County: Rural Unincorporated
\$10.04 / \$1,000

-\$0.32

-\$0.10

*Major actions: Reorganized and combined Human Resources, also de-authorized a position.
Also reduced Secondary Roads tax asking by \$100,000 due to L.O.S.T. increase.*

The Running Total: Current Tax Rates for FY 19

After January 16, 2018 Adjustment

Woodbury County: County-Wide
\$7.50 / \$1,000

+\$0.10

-\$0.02

Woodbury County: Rural Unincorporated
\$10.02 / \$1,000

-\$0.34

-\$0.02

Major actions: Reduced Building Services budget in the amount of \$65,178.

The Running Total: Current Tax Rates for FY 19

After January 23, 2018 Adjustment

Woodbury County: County-Wide
\$7.51 / \$1,000

+\$0.11

+\$0.01

Woodbury County: Rural Unincorporated
\$10.00 / \$1,000

-\$0.36

-\$0.02

Major actions: Approval of paramedic services funding, fund Soil Conservation \$36,000 using L.O.S.T., reduce Sheriff's Administration by \$2,500 and reduced Veteran Assistance \$5,000

The Running Total: Current Tax Rates for FY 19

After January 30, 2018 Adjustment

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

+\$0.09

-\$0.02

Woodbury County: Rural Unincorporated
\$9.74 / \$1,000

-\$0.62

-\$0.26

Major actions: Reduction of \$3,862 in County Attorney Admin., \$72,960 in Sheriff's LEC Facility and use of \$278,933 in L.O.S.T. funding for the Community/Economic Development Department.

The Running Total: Current Tax Rates for FY 19

After February 06, 2018 Adjustment

Woodbury County: County-Wide
\$7.40 / \$1,000

+\$0.00

-\$0.09

Woodbury County: Rural Unincorporated
\$9.64 / \$1,000

-\$0.72

-\$0.10

Major actions: Reduced health insurance premium increases from +5.0% to +0%. Reorganization of staff in Juvenile Detention by \$195,689. Increase of revenue involving Edward Bryne Grant of \$52,561.

The Running Total: Current Tax Rates for FY 19

After February 13, 2018 Adjustment

Woodbury County: County-Wide
\$7.30 / \$1,000

+\$0.00

-\$0.10

Woodbury County: Rural Unincorporated
\$9.54 / \$1,000

-\$0.82

-\$0.10

Major actions: Use of Gaming Revenues to reduce tax asking's in the General Basic Fund (\$300,00) use of L.O.S.T. revenues to fund part-time employee in Conservation Fund, \$15,000. Reduction of staff in Treasurer M.V. (\$58,268). Reduced allocation to District Health by \$36,674.

Running Tally Report for Tax Askings
Proposed FY 2019
Updated - February 14, 2018

	Tax Askings					Total Tax Asking Increase or (Decrease)
	General Basic	General Supplemental	County Services (MH)	Debt Service	Rural Basic	
December 19, 2017 - Starting Position	1,288,319	677,623	1,122,432	(698,508)	(194,479)	2,195,387
Total Starting Tax Asking	1,288,319	677,623	1,122,432	(698,508)	(194,479)	2,195,387
Changes:						
December 19, 2017	0	0	0	0	0	0
January 2, 2018						
Deleted conservation Improve. Request	(155,568)					(155,568)
Adjusted Comm Center	1,733					1,733
Subtotal	(153,835)	0	0	0	0	(153,835)
January 9, 2018						
Adjusted WCICC	(104,333)					(104,333)
Place all payroll & benefits in H.R. in the General Basic Fund & Reorganization of H.R.	83,277	(42,769)				40,508
Reduced Secondary Roads allocation					(100,000)	(100,000)
	(21,056)	(42,769)	0	0	(100,000)	(163,825)

Tax Askings

Changes:

January 16, 2018

Building Services:

	<u>General Basic</u>	<u>General Supplemental</u>	<u>County Services (MH)</u>	<u>Debt Service</u>	<u>Rural Basic</u>	<u>Total Tax Asking Increase or (Decrease)</u>
Courthouse	(42,178)					(42,178)
LEC	(21,000)					(21,000)
Trosper-Hoyt	(2,000)					(2,000)
	<u>(65,178)</u>	0	0	0	0	<u>(65,178)</u>

January 23, 2018

Veteran Affairs - Assistance	(5,000)					(5,000)
Sheriff - Administration	(2,500)					(2,500)
Soil Conservation - L.O.S.T. funding					(36,000)	(36,000)
Moving Paramedics to new fund		(85,858)				(85,858)
Paramedic Funding - Plan 5 (approved)	121,905				121,905	243,810
Paramedic Funding - Plan 1 (not approved)					(121,861)	(121,861)
	<u>114,405</u>	<u>(85,858)</u>	0	0	<u>(35,956)</u>	<u>(7,409)</u>

January 30, 2018

County Attorney - Administration	(3,862)					(3,862)
County Sheriff - LEC Facility	(72,960)					(72,960)
Funding of Community/Economic Development - L.O.S.T.					0	0
	<u>(76,822)</u>	0	0	0	<u>(278,993)</u>	<u>(278,993)</u>
					<u>(278,993)</u>	<u>(355,815)</u>

	Tax Askings					Total Tax
	<u>General Basic</u>	<u>General Supplemental</u>	<u>County Services (MH)</u>	<u>Debt Service</u>	<u>Rural Basic</u>	<u>Asking Increase or (Decrease)</u>
February 6, 2018						
Health Insurance to 0% increase	(147,579)	(8,228)			(8,957)	(164,764)
Reduction in staffing in Juvenile Detention		(195,689)				(195,689)
Addition in revenue, Edward Bryne Grant	(52,561)					(52,561)
	(200,140)	(203,917)	0	0	(8,957)	(413,014)
February 13, 2018						
Use of Gaming Revenues to reduce tax askings in the General Basic	(300,000)					(300,000)
Use L.O.S.T. to fund the part-time position in the Conservation department	(15,000)					(15,000)
Reduction of District Health allocation	(36,674)					(36,674)
Reduction of staff in Treasurers motor vehicle department	(58,268)					(58,268)
	(409,942)	0	0	0	0	(409,942)
February 20, 2018						
Subtotal - Increase or (Decrease)	(812,568)	(332,544)	0	0	(423,906)	(1,569,018)

All fund numbers regarding tax askings and budget will be increased by the tax rebate to CF that the County agreed to when the Development Agreement was signed and approved by the County Supervisors and CF. The rebate will be our share of the taxes generated by the excise tax assessment determined by the State Department of Revenue. The rebate will be determined when the County's final tax rates are certified. The rebate will be over \$950,000 per FY. This rebate is in effect for the next 20 FY's starting with FY 2019.

Proposed Tax Asking After Adjustments by Review Date

<u>County Tax Fund</u>	<u>Proposed Tax Asking by Fund</u>	<u>1/2/2018</u>	<u>1/9/2018</u>	<u>1/16/2018</u>	<u>1/23/2018</u>	<u>1/30/2018</u>	<u>2/6/2018</u>	<u>2/13/2018</u>	<u>2/20/2018</u>	<u>Proposed Final Total</u>	<u>Difference</u>
General Basic	16,290,832	(153,835)	(21,056)	(65,178)	114,405	(76,822)	(200,140)	(409,942)		15,478,264	(812,568)
General Supplemental	11,997,393	0	(42,769)		(85,858)		(203,917)			11,664,849	(332,544)
County Services	2,929,287									2,929,287	0
Debt Service	1,267,267									1,267,267	0
Rural Basic Services	2,987,573		(100,000)		(35,956)	(278,993)	(8,957)			2,563,667	(423,906)
Total	35,472,352	(153,835)	(163,825)	(65,178)	(7,409)	(355,815)	(413,014)	(409,942)	0	33,903,334	(1,569,018)

Fund	Tax Rates			Tax Askings		
	Current	Proposed	Proposed	Current	Proposed	Proposed
	Tax Rates	Starting Tax	Tax Rate as	Tax Askings	Tax Askings	Tax Askings
	FY 18	Rates FY 19	of 2-13-18	FY18	FY 19 1-1-18	as of 2-13-18
General Basic	3.70269	3.80920	3.61920	15,002,513	16,290,832	15,478,264
General Supplemental	2.80611	2.80530	2.72753	11,369,770	11,997,393	11,664,849
County Service (Region)	0.44594	0.68494	0.68494	1,806,855	2,929,287	2,929,287
Debt Service	0.45059	<u>0.27332</u>	<u>0.26808</u>	1,965,775	<u>1,267,267</u>	<u>1,267,267</u>
Subtotal County Wide	7.40533	7.57276	7.29975	30,144,913	32,484,779	31,339,667
Rural Basic	2.96224	<u>2.61441</u>	<u>2.24345</u>	3,182,052	<u>2,987,573</u>	<u>2,563,667</u>
Total Townships Only	10.36757	10.18717	9.54320	33,326,965	35,472,352	33,903,334

	<u>With the CF Rebate Added</u>				<u>CF Rebate</u>		
General Basic	3.70269	3.80920	3.69564	15,002,513	16,290,832	16,140,407	662,143
General Supplemental	2.80611	2.80530	2.67088	11,369,770	11,997,393	11,664,849	
County Service (Region)	0.44594	0.68494	0.67071	1,806,855	2,929,287	2,929,287	
Debt Service	0.45059	<u>0.27332</u>	<u>0.26303</u>	1,965,775	<u>1,267,267</u>	<u>1,267,267</u>	
Subtotal County Wide	7.40533	7.57276	7.30026	30,144,913	32,484,779	32,001,810	
Rural Basic	2.96224	<u>2.61441</u>	<u>2.24345</u>	3,182,052	<u>2,987,573</u>	<u>2,767,165</u>	<u>203,498</u>
Total Townships Only	10.36757	10.18717	9.54371	33,326,965	35,472,352	34,768,975	865,641

FEBRUARY 13, 2018, SEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, February 13, 2018 at 3:30 p.m. Board members present were Ung, De Witt, Radig and Taylor; Pottebaum was absent. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Joshua Widman, Assistant County Attorney, and Patrick Gill, Auditor/Clerk to the Board.

1. Dennis Butler provided an update on the proposed tax rate. Copy filed.
- 2a. Motion by Taylor second by Ung to not include the improvement request for Emergency Services in the proposed budget. Carried 4-0.
- 2b. Motion by Taylor second by Ung to receive the Siouxland District Health budget reduced by \$36,674.00. Carried 4-0.
- 2c. Motion by Taylor second by Ung to receive the 2019 CIP Program budget as submitted. Carried 4-0.
- 2d. Discussion on further budget reviews final.
- 2e. Motion by Taylor second by Ung to fund a request from the Woodbury County Conservation Board of \$15,000.00 for a part-time clerk and \$50,000.00 for the installation of fiber to Conservation facilities from local option sales tax proceeds. Carried 4-0.

Motion by Taylor second by De Witt to approve utilizing \$300,000 in gaming revenues for tax relief in order to lower the FY 19 levy. Carried 4-0.

Sheriff Dave Drew discussed a proposed budget for a security plan. Duane Hoffmeyer, Chief Judge of the Third Judicial District of Iowa, discussed his administrative order with the Board. William Burrows, Sioux City, and Kevin Keane, Sioux City discussed the proposed security plan with the Board.

- 2f. Motion by Taylor second by De Witt to postpone action until February 20th to provide appropriate security per Iowa District Court, Third Judicial District Administrative Order 2018-01310#1. Carried 4-0.

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

3. Supervisor Taylor read a statement from Jon Winkel, Mayor of Sergeant Bluff and discussed concerns raised by Bob Scott, Mayor of Sioux City and the Tax Research Council about proposed funding for paramedic coverage.

Motion by Taylor second by De Witt to receive the statement by Winkel. Carried 4-0. Brian Miller, Sioux City and Taylor Goodvin, Tax Research Council added comments. Brent Nelson, Sioux City, addressed the Board with concerns about courthouse security protocol.

Motion by Radig second by Ung to receive documents from Mr. Nelson regarding his concerns. Carried 4-0.

4. Motion by Taylor second by De Witt to approve the agenda for February 13, 2018. Carried 4-0. Copy filed.

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

5. To approve minutes of the February 6, 2018 meeting. Copy filed.
6. To approve the claims totaling \$433,565.79. Copy filed.
7. To approve and authorize the Chairperson to sign a Resolution setting the public hearing date and sale date of parcel #894729136007, 511 Center St.

NOTICE OF PROPERTY SALE

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

**Lot 4 in Block 10 Tredways Addition, City of Sioux City and Woodbury County, Iowa
(511 Center Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **27th Day of February, 2018 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **27th Day of February, 2018**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$193.00** plus recording fees.

Dated this 13th Day of February, 2018.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

8. To receive the County Recorder's Report of Fees Collected for the period of 10/1/17 through 12/31/17. Copy filed.
- 9a. To approve the appointment of Cory Brown, Equipment Operator, Secondary Roads Dept., effective 02-14-18, \$22.30/hour. Job Vacancy Posted 11-28-17. Entry Level Salary: \$22.30/hour.; the promotion of Frank Taylor, Senior Clerk, County Treasurer Dept., effective 2-14-18, \$22.20/hour, 8%=\$1.64/hr. Promotion from Clerk II to Senior Clerk.; and the transfer of Molly Burnside, Senior Clerk, County Sheriff Dept., effective 02-19-18, \$22.20/hour, -9%=-\$2.27/hr. Position Transfer from Youth Worker to Senior Clerk. Copy filed.
- 9b. To approve the de-authorization of Clerk II, County Treasurer Dept. Copy filed.
- 9c. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for F/T Youth Worker, Juvenile Detention Dept., AFSCME Juvenile Detention: \$18.42/hour. Copy filed.
10. To approve the permit to work in the right of way for Sioux City Velo. Copy filed.
- 11a. To authorize the Community & Economic Development Director to apply for the PDI Scholarship for \$500. Copy filed.
- 11b. To authorize the Community & Economic Development Director to apply for the MidAmerican Energy Local Partners Professional Development Scholarship for \$1,000. Copy filed.
- 11c. To authorize the Community & Economic Development Director to apply for the MidAmerican Energy Local Partners Strategic Planning & Implementation Grant for \$5,000. Copy filed.

Carried 4-0.

12. A public hearing was held for third reading for County ordinance allowing the Woodbury County Sheriff's office to waive residency requirements for Reserve Peace Officers.

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

Motion by Ung second by De Witt to approve the third reading for County ordinance allowing the Woodbury County Sheriff's office to waive residency requirements for Reserve Peace Officers and to approve the County Ordinance allowing the Woodbury County Sheriff's office to waive residency requirements for Reserve Peace Officers. Carried 4-0. Copy filed.

13. Motion by Taylor second by Ung to approve rotunda decorative plaster restoration in the amount of \$25,800.00. Carried 4-0. Copy filed.
14. Motion by Taylor second by Radig to approve and authorize the Chairperson to sign a Resolution committing funds and project maintenance for Port Neal Road improvements. Carried 4-0.

**COMMITMENT OF FUNDS AND PROJECT MAINTENANCE
RESOLUTION
RESOLUTION #12,690**

WHEREAS: The Board of Supervisors is submitting application to the SIMPCO MPO Surface Transportation Program for the following project in FY 2022, and

**County Hwy K25 – Port Neal Road
PCC Pavement Replacement and Shoulder Widening Project**

NOW, THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that County Engineer is directed to submit application for the above captioned project, that the Board of Supervisors will dedicate the local match funding for the project, and that Woodbury County will maintain the completed project for its intended public use for a minimum of 20 years following project completion.

Passed and approved this 13th day of February, 2018.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

15. Board members gave reports on their committee meetings.
16. Brent Nelson, Sioux City, continued his comments based on concerns he has with the courthouse security protocol. Pat Gill, County Auditor & Recorder, discussed with the Board a possible change of administrative software.
17. Board concerns were heard.

The Board adjourned the regular meeting until February 20, 2018.

Meeting sign in sheet. Copy filed.

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcels #894729176014

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

The South ten feet of Lot 5 and the North 20 feet of Lot 6, all in Block 13 of Tredway's Addition, City of Sioux City, Woodbury County, Iowa (419 Isabella Street)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **6th Day of March, 2018 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **6th Day of March, 2018**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$213.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 20th Day of February, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Rocky De Witt, Chairman

REQUEST FOR MINIMUM BID

Name: Ivan Espinoza Date: 8-15-17

Address: 310-12th Ave. NW, Le Mars, IA 51031 Phone: 251-4983

Address or approximate address/location of property interested in:

419 Isabella

894729176014

GIS PIN #

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

Legal Description:

South 10ft Lots + North 20ft Lot 6 Block 13

Tredways Addition

Tax Sale #/Date: 01306/2002 Parcel # 512265

Tax Deeded to Woodbury County on: 1104/18

Current Assessed Value: Land \$200 Building 0 Total \$200

Approximate Delinquent Real Estate Taxes: \$3,721.00

Approximate Delinquent Special Assessment Taxes: \$ 11,568.00

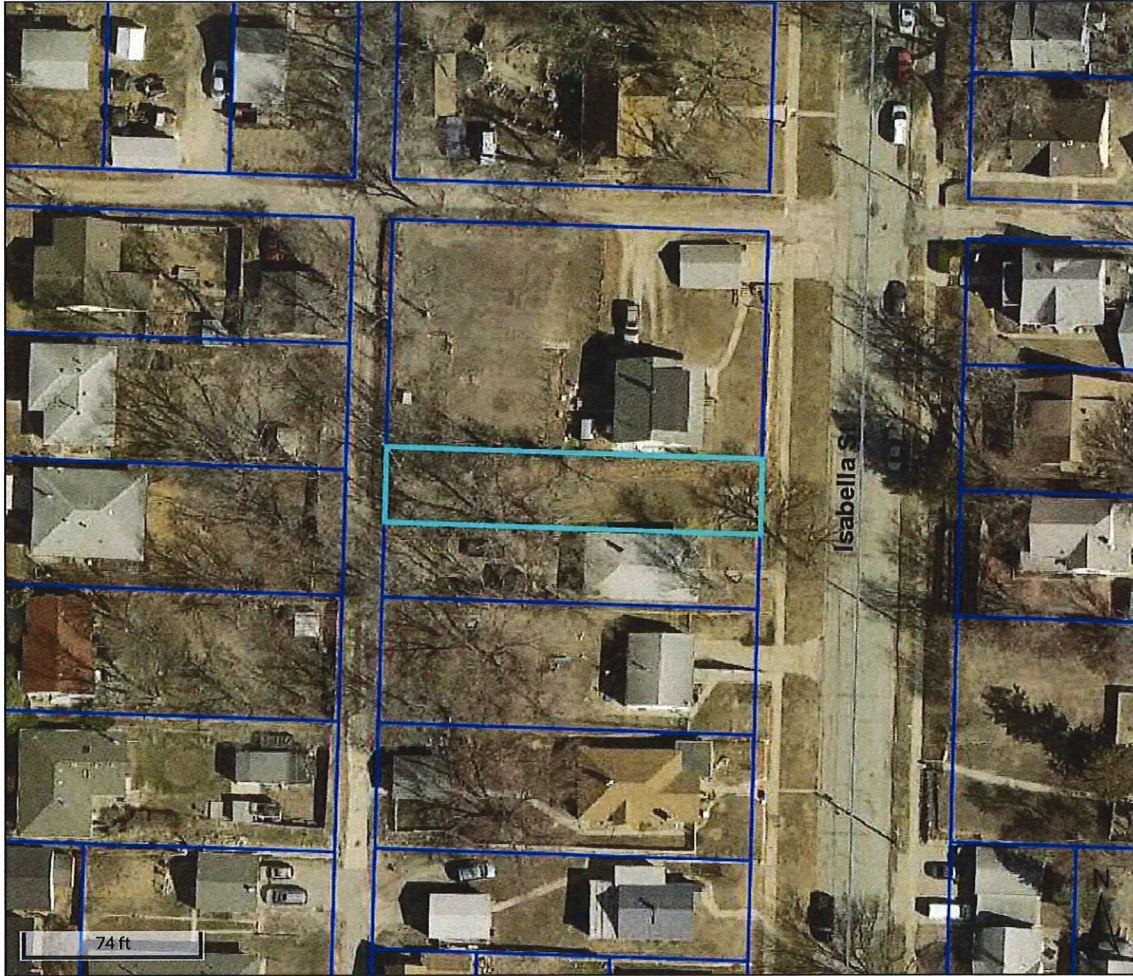
*Cost of Services: _____

Inspection to: Matthew Ung Date: _____

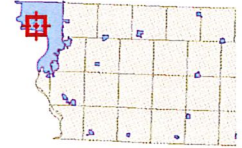
Minimum Bid Set by Supervisor: \$100 plus cost of services of \$113 for a total of \$213

Date and Time Set for Auction: Tuesday, March 6th @ 4:35

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



Overview



Legend

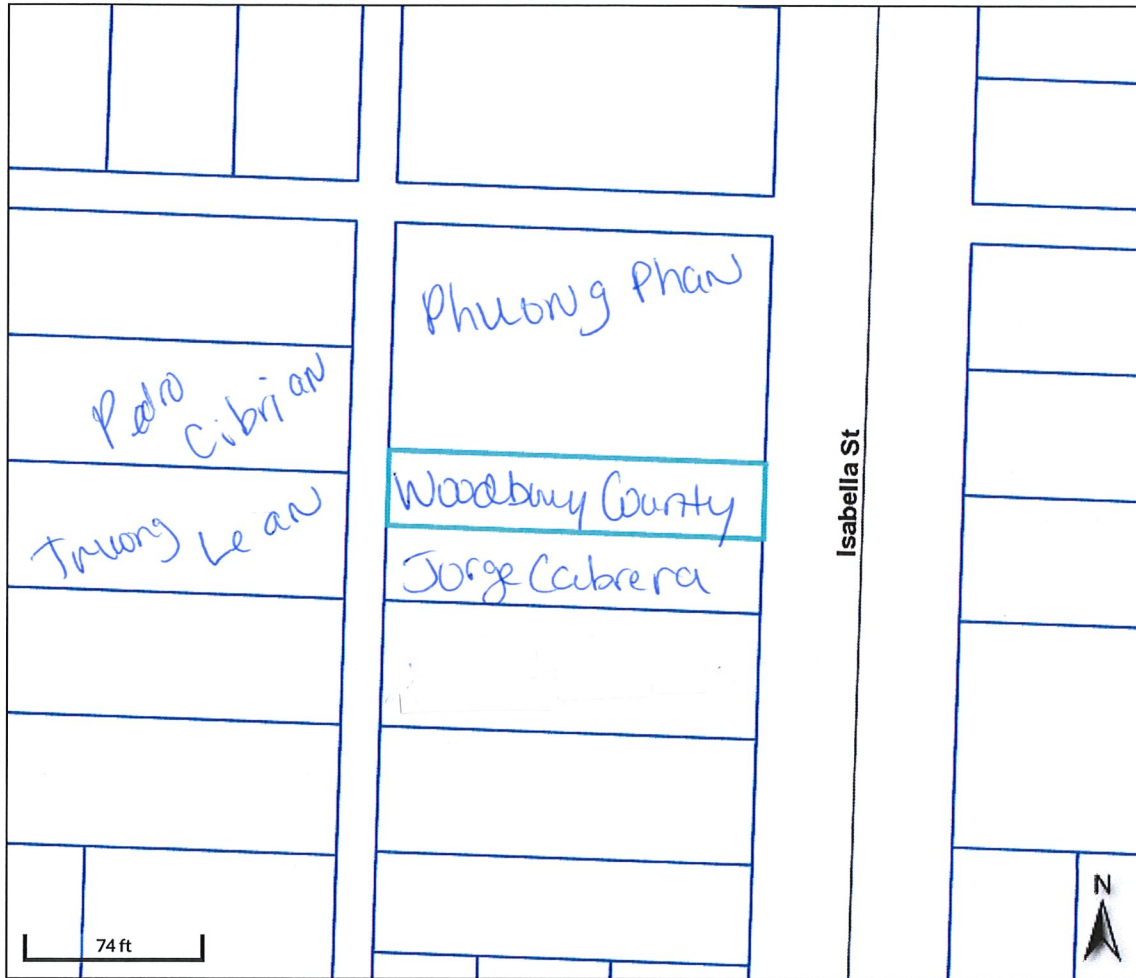
- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894729176014	Alternate ID	512265	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	419 ISABELLA ST	Acreage	n/a		SIOUX CITY IA 51101
	SIOUX CITY				
District	087				
Brief Tax Description	TREDWAYS S 10FT LOT 5 & N 20FT LOT 6 BLK 13				
	(Note: Not to be used on legal documents)				

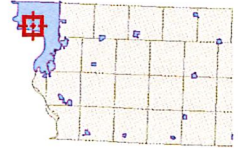
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Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels


Parcel ID 894729176014
 Sec/Twp/Rng n/a
 Property Address 419 ISABELLA ST
 SIOUX CITY

Alternate ID 512265
 Class R
 Acreage n/a

Owner Address WOODBURY COUNTY
 620 DOUGLAS ST
 SIOUX CITY IA 51101

District 087
 Brief Tax Description TREDWAYS S 10 FT LOT 5 & N 20 FT LOT 6 BLK 13
 (Note: Not to be used on legal documents)

Date created: 2/15/2018
 Last Data Uploaded: 2/14/2018 7:04:07 PM

 Developed by
 The Schneider Corporation

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: February 20, 2018

* PERSONNEL ACTION CODE:

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

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Kim, Christopher	County Sheriff	01-01-18	Sheriff Reserve Officer	\$1.00/year		A	Per Iowa Code 80D.11.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Melissa Thomas, Human Resources Director

SUBJECT: Memorandum of Personnel Transactions

DATE: February 20, 2018

For the February 20, 2018 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. County Sheriff Reserve Officer, Appointment.

Thank you

WOODBURY COUNTY
SIOUX CITY, IOWA 51101

#10

Office of Commissioner of Elections

620 DOUGLAS ST., ROOM 103

Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
pgill@woodburycountyiowa.gov

Steve Hofmeyer
Deputy Commissioner
Phone 712-279-6465
Fax 712-279-6629
shofmeyer@woodburycountyiowa.gov

To: Board of Supervisors ^{PH}

From: Patrick F. Gill, Auditor/Recorder & Commissioner of Elections

Date: February 13, 2018

Re: Lawton City Council Appointment

Please receive the appointment of Terry Johnson, 92 Cedar Street, Lawton, IA, to the Lawton City Council. The appointment was made on February 6, 2018, to fill the position previously held by Mike Frolkey, until the next regular election.

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: City of Lawton School/City/Township/
City Clerk Carla Eidenshink Extension/Soil & Water
Secretary/Clerk
February 6, 2018 Date

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular/general election:

For the office of City Council
Name Terry Johnson
Address 92 Cedar Street
City/Zip Lawton IA 51030

This appointment is to fill the office previously held by:

Mike Frolkey
(Name of previous official)

PATRICK F. GILL
WOODBURY COUNTY
AUDITOR RECORDER
COMM OF ELECTIONS
2018 FEB 12 PM 11 17

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

#11

Date: _____ Weekly Agenda Date: _____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: _____

WORDING FOR AGENDA ITEM:

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION:

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

Date: 2/7/18

Weekly Agenda Date: 2/20/18

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jean Logan, Executive Director of the Community Action Agency of Siouxland

SUBJECT: Community Action Board Appointments for Mark Monson & Shelly Sorensen

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Reappointment of Mark Monson and Shelly Sorensen to the Community Action Agency Board of Directors.

EXECUTIVE SUMMARY: One third (the equivalent of 7 seats) of the Community Action Agency Board of Directors is appointed by the Woodbury County Board of Supervisors, serving as their representatives. Traditionally one of the county board members has filled one of the seats and the remaining six positions have been filled representing specific areas. Listed below are the current county representatives and categories:

- Early Childhood – Sally Hartley
- Health – Kevin Grieme
- SW Rural – Mark Monson
- Financial – Shelly Sorensen
- NE Rural – Rocky De Witt
- Welfare – Jodi Sigler
- City of SC – Ron Engle

Two or three of the board terms expire each year. This year the SW Rural and Financial terms end on March, 2018. Both Mark and Shelly would like to be reappointed and serve another three year term.

BACKGROUND: . see Executive Summary

FINANCIAL IMPACT: None

RECOMMENDATION: reappointment

ACTION REQUIRED / PROPOSED MOTION:

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcels #894735205001

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

**Lot 15 Block 3 Hedges Table 3rd Addition to Sioux City, Woodbury County, Iowa
(317 S. Mulberry Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **20th Day of February, 2018 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **20th Day of February, 2018**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$169.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 6th Day of February, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Rocky De Witt, Chairman

REQUEST FOR MINIMUM BID

Name: Duane Clark Date: 6/30/14
Address: 415 S. Mulberry St. Phone: 712-251-8001

Address or approximate address/location of property interested in:
317 S. Mulberry St.

GIS PIN # 894735205001

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

Legal Description:
Lot 15 Block 3 Hedges Table 3rd Addition
to Sioux City, Woodbury County, Iowa

Tax Sale #/Date: #1334 6/18/2007 Parcel # 213151

Tax Deeded to Woodbury County on: 12/20/17

Current Assessed Value: Land \$1,800 Building 0 Total \$1,800

Approximate Delinquent Real Estate Taxes: \$765

Approximate Delinquent Special Assessment Taxes: \$267

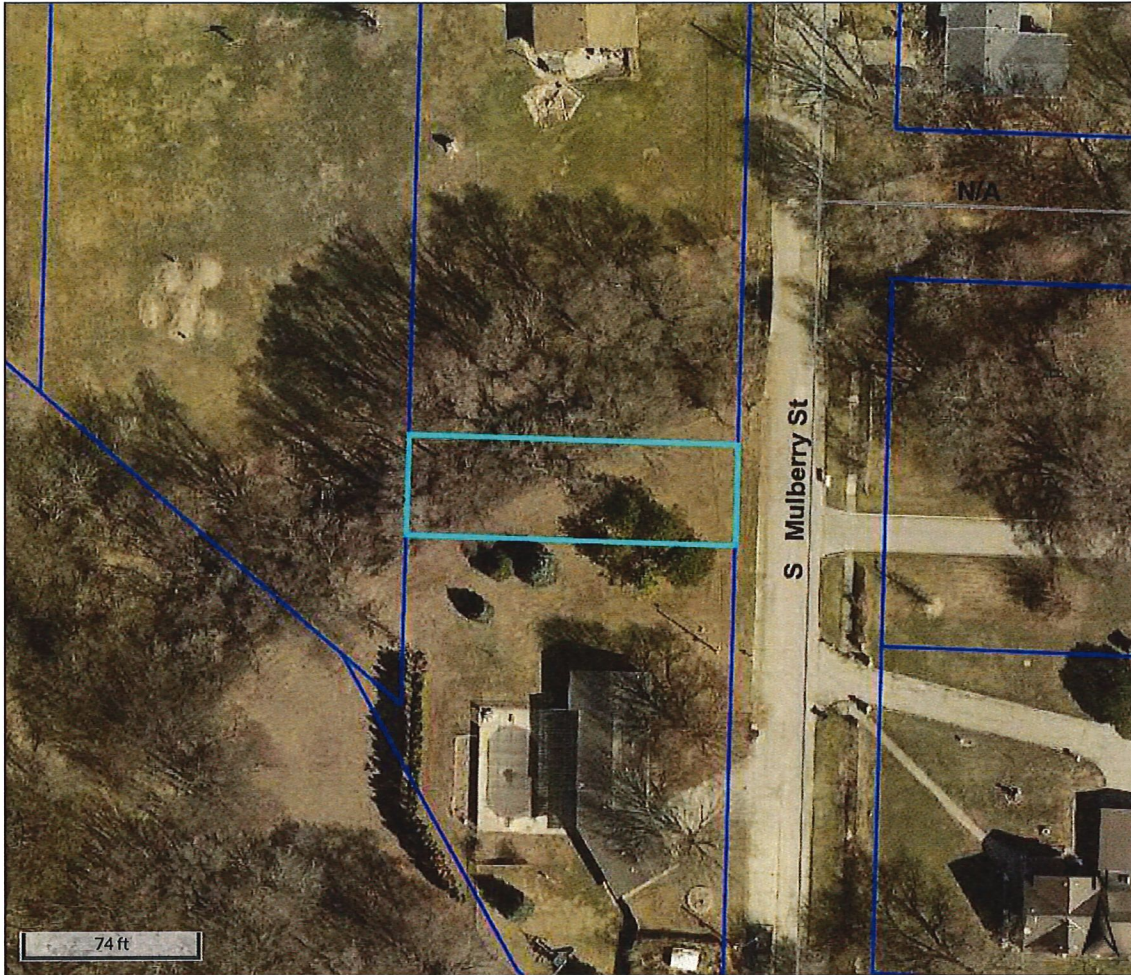
*Cost of Services: \$119

Inspection to: Jeremy Taylor Date: 6/30/14

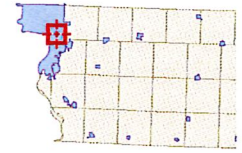
Minimum Bid Set by Supervisor: \$50 plus \$119 for cost of services Total: \$169

Date and Time Set for Auction: _____

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



Overview



Legend

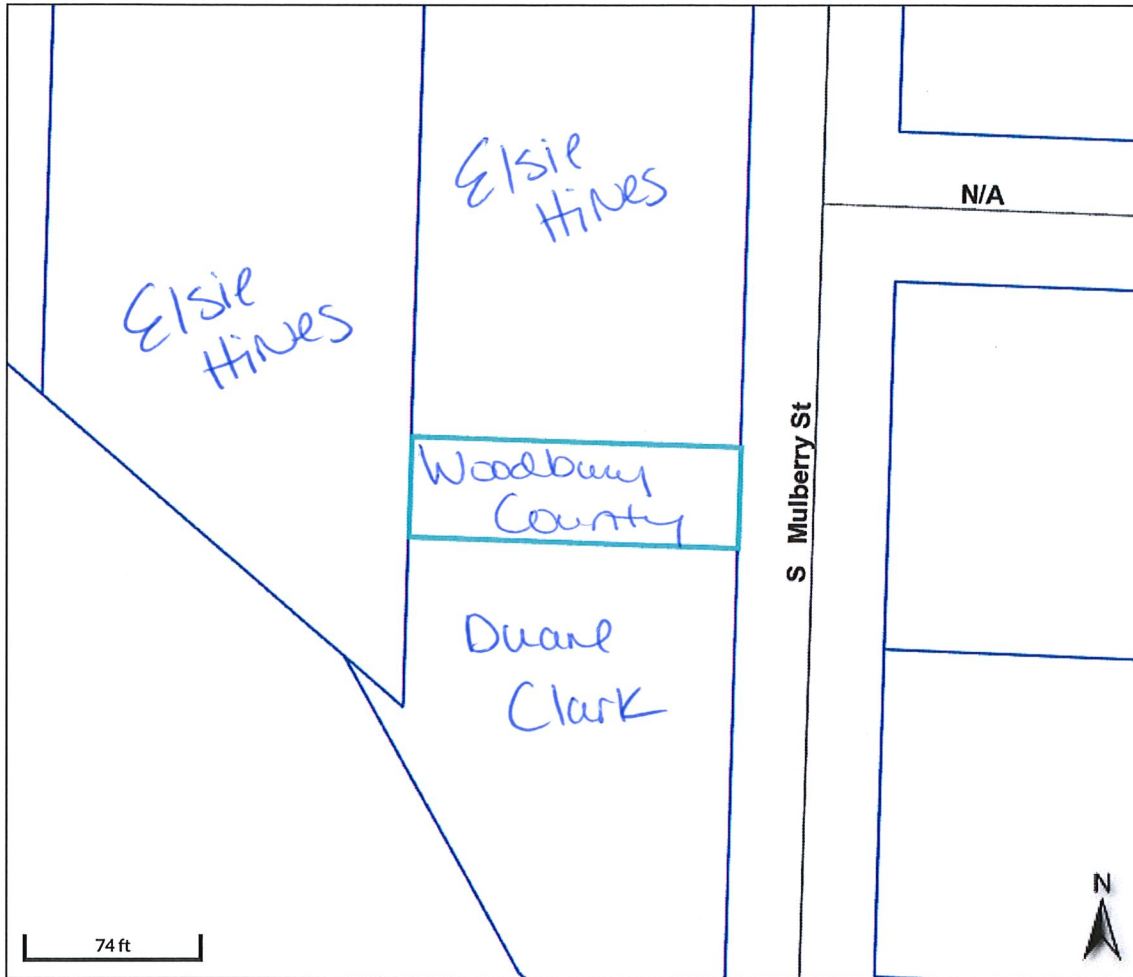
-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894735205001	Alternate ID	213151	Owner Address	TOTT JULIA M
Sec/Twp/Rng	n/a	Class	R		4218 46TH ST PL
Property Address	317 S MULBERRY ST	Acreage	n/a		SIOUX CITY IA 51108-0000
	SIOUX CITY				
District	087				
Brief Tax Description	HEDGES TABLE 3RD LOT 15 BLK 3				
	(Note: Not to be used on legal documents)				

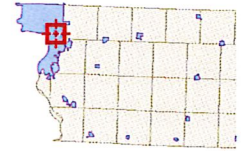
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Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894735205001	Alternate ID	213151	Owner Address	TOTT JULIA M
Sec/Twp/Rng	n/a	Class	R		4218 46TH ST PL
Property Address	317 S MULBERRY ST	Acreage	n/a		SIOUX CITY IA 51108-0000
	SIOUX CITY				
District	087				
Brief Tax Description	HEDGES TABLE 3RD LOT 15 BLK 3				
	(Note: Not to be used on legal documents)				

Date created: 1/30/2018
 Last Data Uploaded: 1/29/2018 7:08:12 PM

 Developed by
 The Schneider Corporation

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcels #894721355022

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

**The South 40 feet of Lot 1 in Block 9 Higmans Addition to Sioux City, in the County of Woodbury and State of Iowa
(1615 Pierce Street)**

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **20th Day of February, 2018 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **20th Day of February, 2018**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$311.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 6th Day of February, 2018.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Rocky De Witt, Chairman

REQUEST FOR MINIMUM BID

Name: Danny Robinson Date: 6/2/16
Address: 1515 Goldie Ave Phone: 281-8972

Address or approximate address/location of property interested in:

1615 ~~1615~~ Pierce St.

GIS# 894721355022

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

Legal Description:

The South 40 feet of Quarter Block 1, in Block 9 Higmans Addition to Sioux City, in the County of Woodbury, State of Iowa

Tax Sale #/Date: 945 6/18/2012 Parcel # 245670

Tax Deeded to Woodbury County on: 1/18/2018

Current Assessed Value: Land \$19,100 Building 0 Total \$19,100

Approximate Delinquent Real Estate Taxes: \$3,265

Approximate Delinquent Special Assessment Taxes: \$43,459

*Cost of Services: \$120

Inspection to: Jeremy Taylor Date: 6/2/16

Minimum Bid Set by Supervisor: \$191 plus \$120 for cost of services Total: \$311

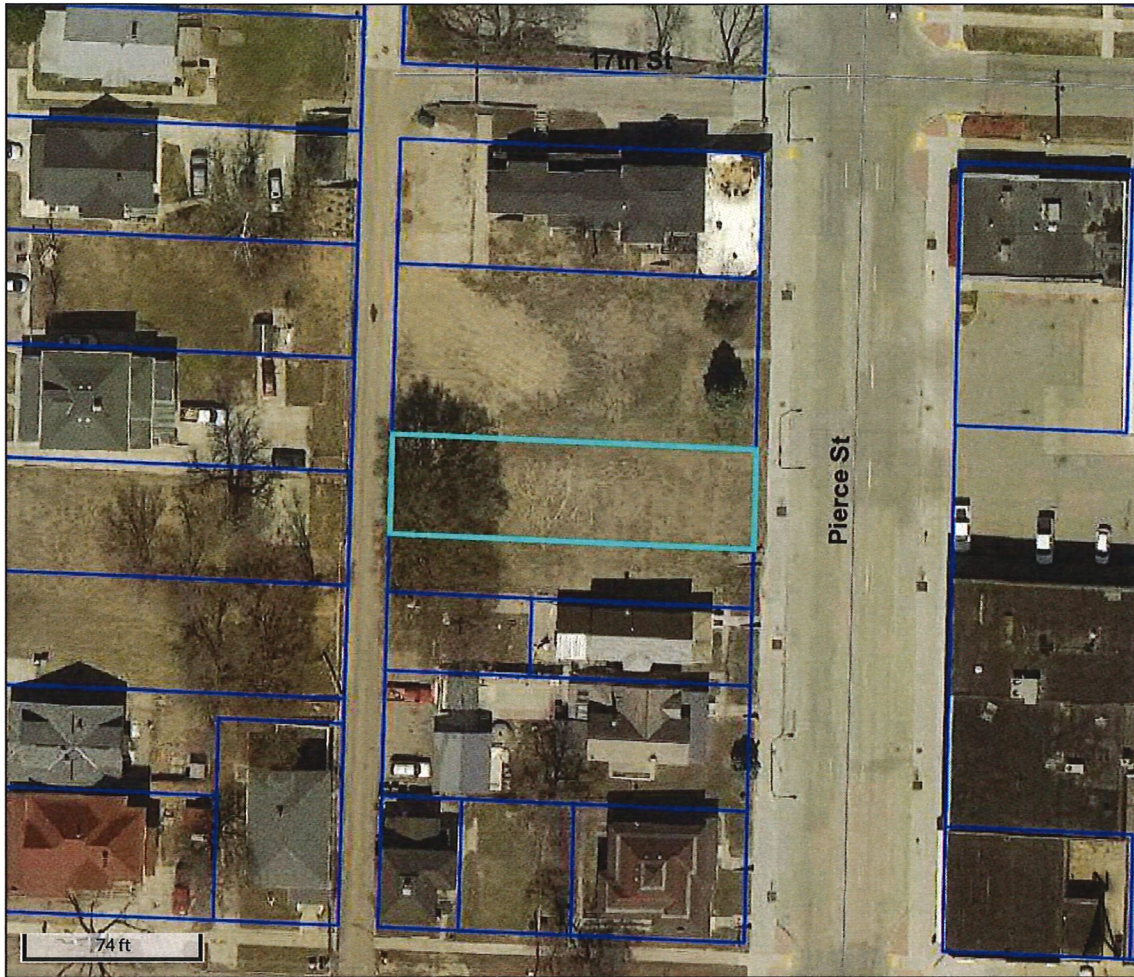
Date and Time Set for Auction: Tuesday, February 20th 2:37

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

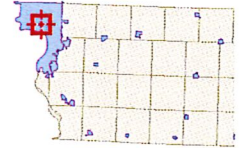


Beacon™

Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID 894721355022
 Sec/Twp/Rng n/a
 Property Address 1615 PIERCE ST
 SIOUX CITY

Alternate ID 245670
 Class C
 Acreage n/a

Owner Address PBM ASSET MANAGEMENT INC
 6333 APPLES WAY STE 115
 LINCOLN NE 68516

District 087
 Brief Tax Description HIGMANS S 40 FT LOT 1 BLK 9
 (Note: Not to be used on legal documents)

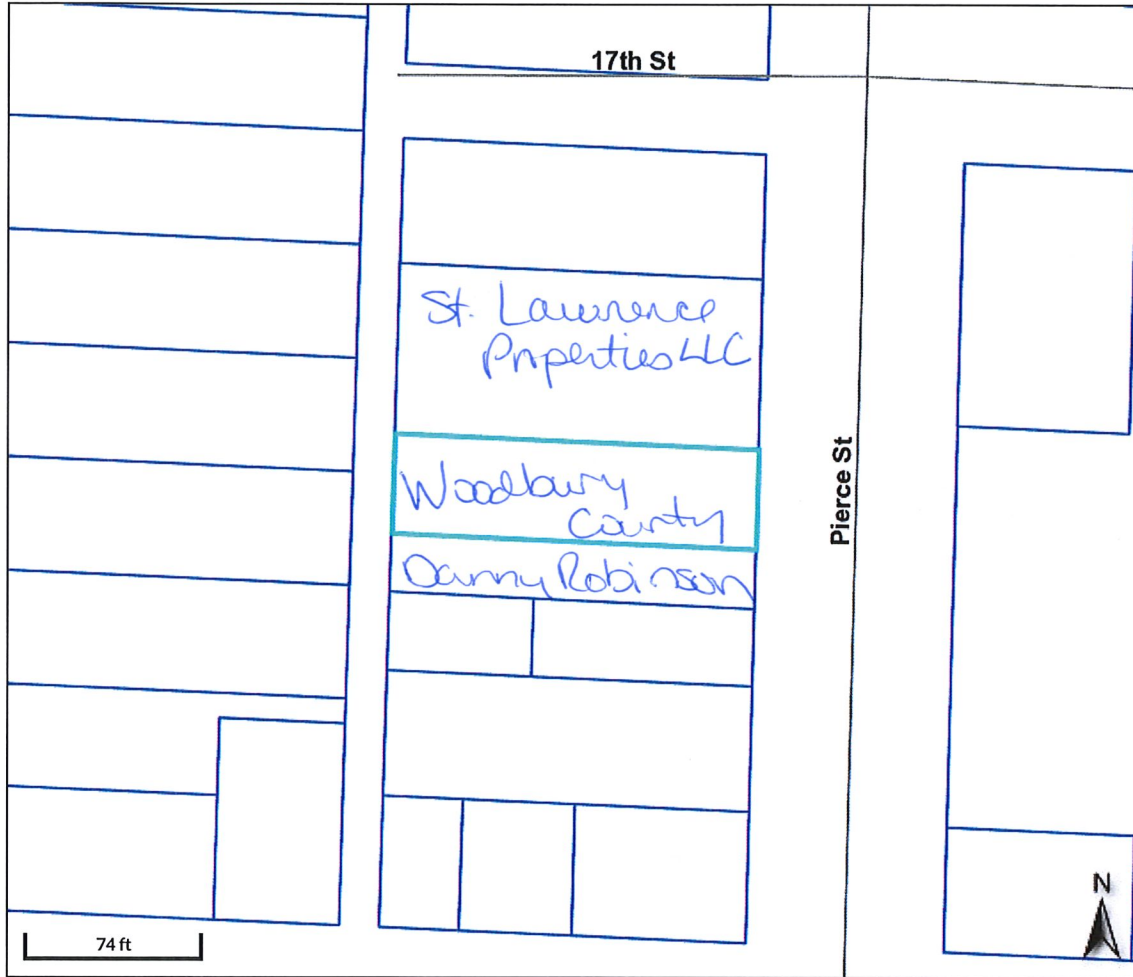
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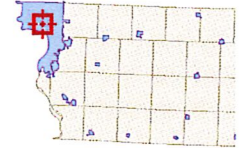
Developed by
 The Schneider Corporation



Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID 894721355022
 Sec/Twp/Rng n/a
 Property Address 1615 PIERCE ST
 SIOUX CITY

Alternate ID 245670
 Class C
 Acreage n/a

Owner Address PBM ASSET MANAGEMENT INC
 6333 APPLES WAY STE 115
 LINCOLN NE 68516

District 087
 Brief Tax Description HIGMANS S 40 FT LOT 1 BLK 9

(Note: Not to be used on legal documents)

Date created: 1/31/2018
 Last Data Uploaded: 1/30/2018 7:05:27 PM

 Developed by
 The Schneider Corporation

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

Date: February 14, 2018

Weekly Agenda Date: February 20, 2018

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

WORDING FOR AGENDA ITEM: Rescinding Opt-Out Provision Request to Judge Hoffmeyer Concerning Firearms in the Woodbury County Courthouse and changing the employee handbook concerning firearms in the Courthouse

ACTION REQUIRED:

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

EXECUTIVE SUMMARY: The intent of the Woodbury County Board of Supervisors has been to balance the intent of HF 517 and its legislative impact with safety and security. We have taken steps to lift the weapons ban in accordance with the legislation, which has been completed in all our county buildings. However, the practical implications of bringing in weapons into a courthouse with varying functions has become impractical, unfeasible, adds cost (even though not as much as may be purported), and is therefore untenable. None of this has been clean, neat, or easy. This Board has tried to navigate through passed legislation, subsequent interpretation on the “rule of law,” issued court orders at the Supreme Court and district level, and the practical implications for functional security. Generally, my hope is we continue to give one another grace and err on the side of understanding as we continue to settle on what needs to be achieved soon: a settled status to focus our efforts on our mission of providing high-quality services.

BACKGROUND: HF 517 is not a bastion of clarity and puts counties like us in the middle with legislation creating no further granularity this session. The first and second court orders are the same as regards the LEC/Trosper Hoyt but the Sheriff is interpreting that this adds an exorbitant cost due to mandating electronic screening. While I do not believe that this is the case for the other two buildings, I understand he interprets it as such. I also understand from a law enforcement perspective on the Woodbury County Courthouse that it is difficult to wait and be reactive to see if/how much added staff is necessary. Given that those who would otherwise carry weapons would essentially be escorted (the Sheriff’s prerogative given that the Board has generally believed this to be under the duties of the Sheriff), I fail to continue believing that having some areas where carrying is allowed is practical, nor do I believe it is the will of the public. I do not believe that we should be so intractable as once having staked out a position to not be amenable or open to public input. Listening helps inform us the will of the people and take that into our decision-making process based on what we also feel is right, fair, and principled.

I would ask that we rescind our January 16 request to Judge Hoffmeyer for an “opt-out provision” as it relates to this issue. Furthermore, I would respectfully ask that we would agree based on his comments and a plain reading of the order that while the LEC/Trosper Hoyt may have personnel and screening, there

is no mandate by the orders. We can then continue—as the Security Committee has and will do—to look at necessary ways to maintain and even increase safety within a reasonable budget.

FINANCIAL IMPACT: None

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

Yes No

RECOMMENDATION: Pass the proposed motion.

ACTION REQUIRED / PROPOSED MOTION: Rescind the previous January 16 request from the Board of Supervisors to Judge Hoffmeyer for an opt-out provision as it relates to allowing the carrying of weapons on certain floors of the Woodbury County Courthouse.

Approve change and language to the employee handbook prohibiting employees from carrying firearms while court is in session or as long as security is provided by courthouse security. (See attached language)

Addition to the Employee Handbook

Notwithstanding the foregoing, employees are prohibited from possessing firearms on county property in all courtrooms, **the Woodbury county courthouse while courts are in session or as long as security is being provided by courthouse security**, and in certain restricted areas or buildings for security reasons such as the jail and juvenile detention.

The lawful possession of firearms shall be done only in accordance with on-body carry, being kept in the personal possession of the employee choosing to carry and done in a manner with the utmost safety and responsibility in mind. Concealed carry is the only form of carrying of a lawful firearm allowed in any county building except where otherwise permitted.

Employees who choose to carry in permitted areas are expected to exercise their rights and responsibilities with integrity, value, and respect. It is a prohibited practice to leave a firearm unattended or use a firearm to intimidate and/or harass. Failure to follow this policy could result in disciplinary action up to and including termination.

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

#15a

Date: 02/15/2018 Weekly Agenda Date: 02/20/2018

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

WORDING FOR AGENDA ITEM:

Consider approval of completion certificate for Port Neal Circle RISE Project

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Work was completed on the PCC pavement replacement project on Port Neal Circle by Godberson Smith Construction Co. The project audit is complete and final approval is requested.

BACKGROUND:

Godberson Smith completed PCC pavement replacement on Port Neal Circle in November 2016. The project was partially funded by RISE funds from a grant earned due to the AGP expansion at their plant near Sergeant Bluff. All audits and final paperwork are now complete. The certificate of completion is needed to allow us to apply for full reimbursement for the project cost.

FINANCIAL IMPACT:

This project was funded with tax increment financing and a state RISE grant on a 50%-50%- basis up to the grant limit.

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:

I recommend the Board approve, accept and certify the completed project.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the certificate of completion for project RC-CO97(130)--9A-97, PCC pavement replacement on Port Neal Circle with Godberson Smith Construction Company.



**CERTIFICATE of COMPLETION and
FINAL ACCEPTANCE of AGREEMENT WORK**

COMPANY: Godbersen Smith Construction Co. COUNTY/CITY: Woodbury County

ADDRESS: Highway 59 & 175 Ida Grove, Iowa 51445 PROJECT NO.: RC-CO97(130)--9A-97

KIND OF WORK: PCC Paving

AGREEMENT DATE: July 07, 2015 FIELD COMPLETION DATE: November 07, 2016

This is to certify that the work covered by the above referenced agreement has been completed in accordance with said agreement and is hereby accepted, subject to final audit of costs.

SIGNATURE: _____ DATE: _____, _____ Year
Project Engineer (Res. Construction) (Area Engineer) (County) (City)
(Consultant)

*SIGNATURE: _____ DATE: _____, _____ Year
District (Construction) (Maintenance) (Local Systems) Engineer

Approved and work accepted by the Board of Supervisors/City
Council of _____

this _____ day of _____, _____ Year.

SIGNATURE: _____
Chairman/Mayor

Acknowledge completion of project in accordance with referenced agreement by the Iowa Department of
Transportation

this _____ day of _____, _____ Year.

SIGNATURE: _____
Iowa Department of Transportation

*On Local State Assisted
Projects District does
NOT certify but
acknowledges
completion of project.

DO NOT WRITE IN THIS BOX. CENTRAL OFFICE USE ONLY.
(Check or Initial Appropriate Box)

Office of Audits

Copy to Company

Copies to District

Original to Files

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

Date: 02/15/2018 Weekly Agenda Date: 02/20/2018

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

WORDING FOR AGENDA ITEM:

Consider approval of contract and bond for Project number L-B(L77)--73-97 and L-B(L78)--73-97

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

The county received bids for two bridge projects. The project was awarded at the 2/6/2018 board meeting. Contracts have been signed and returned for board approval.

BACKGROUND:

The county engineer completed plans for the replacement of two bridges on 200th Street south of Cushing. The bridges are both load restricted due to deterioration of the superstructure and substructure. The bridges will be replaced with twin barrel reinforced concrete box culverts. The projects are on a gravel road.

FINANCIAL IMPACT:

The project is paid for with the \$1.3 million special project levy 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:

Recommend that the board approve the contract and bond for projects L-B(L77)--73--97 and L- B(L78)--73-97 with Dixon Construction, Inc. of Correctionville, Iowa for \$222,321.80 and \$225,543.58.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the contract and bond for projects L-B(L77)--73--97 and L- B(L78)--73-97 with Dixon Construction, Inc. of Correctionville, Iowa for \$222,321.80 and \$225,543.58.



WOODBURY COUNTY, IOWA
CONTRACT

Kind of Work Bridge Replacement with RCB Culvert

Project No. L-B(L77)--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: Rocky DeWitt, Jeremy Taylor, Keith Radig, Marty Pottebaum and Matthew Ung, Contracting Authority, and Dixon Construction Correctionville, IA, Contractor.

WITNESSETH: That the Contractor, for and in consideration of Two Hundred Twenty Two Thousand Three Hundred Twenty One and 80/100 (\$222,321.80)

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 17 items including clearing, excavation, and concrete work, totaling \$222,321.80.

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 January 02, 2018

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(L77)--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.

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:

Table with 4 columns: Approximate Starting Date, Specified Starting Date, Late Start Date, Number of Working Days. Values: June 04, 2018, 50.

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 2018

Approved: By [Signature] Contractor: Dixon Construction

By Contracting Authority: Woodbury County Board Chairperson

Date 2-13-18

Date



WOODBURY COUNTY, IOWA CONTRACT

Kind of Work Bridge Replacement with RCB Culvert

Project No. L-B(L78)--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: Rocky DeWitt, Jeremy Taylor, Keith Radig, Marty Pottebaum and Matthew Ung, Contracting Authority, and Dixon Construction Correctionville, IA, Contractor. WITNESSETH: That the Contractor, for and in consideration of -----

Two Hundred Twenty Five Thousand Five Hundred Fourty Three 58/100 (\$227,543.58)

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
Project: L-B(L78)--73-97		Group 1		
1.	Clearing and Grubbing	0.10 Acres	\$17,000.00	\$ 1,700.00
2.	Excavation Class 10 Roadway and Borrow	356 C.Y.	21.00	7,476.00
3.	Excavation Class 10 Channel	193 C.Y.	10.00	1,930.00
4.	Granular Surfacing, Road Crushed Concrete	72 Ton	43.00	3,096.00
5.	Removal of Existing Bridge	1 L.S.	25,000.00	25,000.00
6.	Granular Backfill	86 C.Y.	90.00	7,740.00
7.	Excavation Class 20	576 C.Y.	20.00	11,520.00
8.	Structural Concrete (RCB Culvert)	170.5 C.Y.	500.00	85,250.00
9.	Reinforcing Steel	25,574 LB	1.17	29,921.58
10.	Temporary Stream Diversion	1 Each	4,000.00	4,000.00
11.	Safety Closure	2 Each	300.00	600.00
12.	Field Fence Barbed	170 L.F.	23.00	3,910.00
13.	Traffic Control	1 L.S.	5,000.00	5,000.00
14.	Mobilization	1 L.S.	37,000.00	37,000.00
15.	Mulching	0.10 Acre	7,000.00	700.00
16.	Seeding and Fertilizing (Rural)	0.10 Acre	7,000.00	700.00
TOTAL BID				\$225,543.58

Jeremy Taylor,

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 January 02, 2018

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(L78)--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.

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 24, 2018	50

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 _____, 2018

Approved:

By David R. Dixon
Contractor: Dixon Construction

By _____
Contracting Authority: Woodbury County Board Chairperson

Date 2-13-18

Date _____

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

Date: 02/15/2018 Weekly Agenda Date: 02/20/2018

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

WORDING FOR AGENDA ITEM:

Approve final pay voucher for project number ER-CO97(125)--58-97, Emergency Relief, Repairs to county roads damaged in 2014 floods

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Project work has been completed for the repair of road embankments in various locations along the county farm to market system. The project was awarded to K and L Construction.

BACKGROUND:

County roads were damaged in a severe storm event June 15, 2014. The county was awarded FHWA ER funding to repair the roads in early 2015. Project work was completed in November 2016 in compliance with the project 6 plans. All required forms and paperwork have been submitted, the office audit is completed and the final pay voucher has been prepared and signed by the contractor.

FINANCIAL IMPACT:

This project is paid for with Federal Highway Administration Emergency Relief funds and matched with Woodbury County farm to market funds on an 80%-20% cost share. The final cost of the project was \$201,983.94.

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:

I recommend that the Board approve the final pay voucher for project ER-C097(125)--58-97.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the final pay voucher for project ER-C097(125)--58-97.

Contract 033470

Voucher No. 7



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

ER-C097(125)--58-97
 Rip-Rap / RR Signals / Misc
 WOODBURY COUNTY ENGINEER

DATE LAST VOUCHER 01 -17 -17
 MO. DAY YR.

THIS VOUCHER - -
 MO. DAY YR.

Final

DAYS WORKED			RET. %
TO DATE	LAST VOUCH.	AUTH.	
	<u>61.0</u>	<u>60.0</u>	<u>3.000</u>

Contractor No. 93347 K & L CONSTRUCTION INC SERGEANT BLUFF, IA

ITEM NO.	QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL PARTICIPATING		RURAL NON-PARTICIPATING		URBAN PARTICIPATING		URBAN NON-PARTICIPATING	
	ITEM DESCRIPTION					TOTAL TO DATE	TOTAL TO DATE	TOTAL TO DATE	TOTAL TO DATE	TOTAL TO DATE	TOTAL TO DATE		
0010	<u>0.500</u>	<u>0.500</u>	Acre	410		<u>500</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	CLEAR+GRUBB				TOTAL TO DATE								
0020	<u>6530.000</u>	<u>6530.000</u>	Cubic Yd	410		<u>6530000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	EMBANKMENT-IN-PLACE, CONTRACTOR FURNIS H				TOTAL TO DATE								
0030	<u>10.000</u>	<u>10.000</u>	Cubic Yd	410		<u>10000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	EXCAVATION, CL 12, BOULDER/ROCK FRAGME NT				TOTAL TO DATE								
0040	<u>75.000</u>	<u>75.000</u>	Cubic Yd	430		<u>75000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	EXCAVATION, CL 20				TOTAL TO DATE								
0050	<u>100.000</u>	<u>100.000</u>	Cubic Yd	430		<u>100000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	EXCAVATION, CL 20, RDWY PIPE CULV				TOTAL TO DATE								
0060	<u>7.700</u>	<u>8.700</u>	Cubic Yd	430		<u>8700</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	STRUCT CONC (RCB CULV)				TOTAL TO DATE								
0070	<u>614.000</u>	<u>687.858</u>	Pound	430		<u>687858</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	REINFORC STEEL, EPOXY COATED				TOTAL TO DATE								
0080	<u>1.000</u>	<u>1.000</u>	Each	420		<u>1000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	APRON, CONC, 30"				TOTAL TO DATE								
0090	<u>6.000</u>	<u>6.000</u>	Linr Ft	420		<u>6000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	CULV, CONC RDWY PIPE, 24"				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.

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)

Contract 033470

Voucher No. 7



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

ER-C097(125)--58-97
 Rip-Rap / RR Signals / Misc
 WOODBURY COUNTY ENGINEER

DATE LAST VOUCHER 01-17-17
 MO. DAY YR.

THIS VOUCHER
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 93347 K & L CONSTRUCTION INC SERGEANT BLUFF, 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
	61.0	60.0	3.000	8.000	8.000	Linn Ft	420	8000	000	000	000	000	
0100	CULV, CONC RDWY PIPE, 30"												
	28.000	28.000	Linn Ft	420	28000	000	000	000	000	000	000	000	
0110	CULV, CMP RDWY, 24"												
	16.000	16.000	Ton	410	15730	000	000	000	000	000	000	000	
0120	REVETMENT, CLASS E												
	895.000	1594.100	Linn Ft	491	1594100	000	000	000	000	000	000	000	
0130	RMVL/REINSTALL FENCE, BARBED WIRE												
	4000.000	4000.000	Lump Sum	401	4000000	000	000	000	000	000	000	000	
0140	TRAFFIC CONTROL												
	19.000	19.000	Each	401	12000	000	000	000	000	000	000	000	
0150	FLAGGER												
	45000.000	45000.000	Lump Sum	401	45000000	000	000	000	000	000	000	000	
0160	MOBILIZATION												
	1.000	1.000	Each	441	1000	000	000	000	000	000	000	000	
0170	('EACH' ITEM)												
	0.700	0.700	Acre	448	688	000	000	000	000	000	000	000	
0180	MULCH												

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 033470

Voucher No. 7



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

ER-C097(125)--58-97
 Rip-Rap / RR Signals / Misc
 WOODBURY COUNTY ENGINEER

DATE LAST VOUCHER 01-17-17
 MO. DAY YR.

THIS VOUCHER - -
 MO. DAY YR.

DAYS WORKED			RET. %	Contractor No. 93347 K & L CONSTRUCTION INC SERGEANT BLUFF, IA									
TO DATE	LAST VOUCH.	AUTH.		QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.		RURAL PARTICIPATING	RURAL NON-PARTICIPATING	URBAN PARTICIPATING	URBAN NON-PARTICIPATING	
	61.0	60.0	3.000										
ITEM NO.	ITEM DESCRIPTION			QUANTITY	UNIT OF MEASURE	FCT.	Compl. Last Voucher	TOTAL TO DATE					
0190	SEED+FERTILIZE (RURAL)			0.700	Acre	448	894	000	000	000	000		
7001	APPLIES TO ITEM 0060 STRUCT CONC (RCB CULV)			1.000	Cubic Yd	430	000	000	000	000	000		
7002	APPLIES TO ITEM 0070 REINFORC STEEL, EPOXY COATED			73.858	Pound	430	000	000	000	000	000		
7003	APPLIES TO ITEM 0130 RMVL/REINSTALL FENCE, BARBED WIRE			699.100	Linr Ft	491	000	000	000	000	000		
8001	SLOPE PROTECTION, WOOD EXCELSIOR MAT			389.520		491	389520	000	000	000	000		
8002	STABILIZING CROP, SEED AND FERTILIZING			0.688		491	688	000	000	000	000		
8003	FIELD FENCE BRACE PANELS			11.000		491	11000	000	000	000	000		
8999	STOCKPILED MATERIALS			1.000	Lump Sum	401	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.

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

#15d

Date: 2/15/2018 Weekly Agenda Date: 2/20/2018

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

WORDING FOR AGENDA ITEM:

Receive and consider bids for crushing PCC concrete from county stockpiles

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The county road department collects and crushes PCC concrete from contractors and county residents. The crushed material is used to supplement road department aggregate supplies.

BACKGROUND:

The road department proposes to crush its PCC concrete stockpiles north of Oto and in Luton this year. The county benefits from the use of this material as it costs us \$1-2 less than native gravels.

FINANCIAL IMPACT:

This bridge is paid for with 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:

- 1) I recommend that the Board receive bids for PCC Crushing 2018 and return them to the county engineer for review and recommendation.
- 2) If quotes show a clear low quote, the engineer may recommend award at the Board meeting after opening the quotes.

ACTION REQUIRED / PROPOSED MOTION:

- 1) Motion to receive bids for PCC Crushing 2018 and return them to the county engineer for review and recommendation.
- 2) Motion to award bid if low quote is clearly determined by bid results.

Approved by Board of Supervisors April 5, 2016.

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

Date: 2/15/2018 Weekly Agenda Date: 2/20/2018

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

WORDING FOR AGENDA ITEM:

Receive and consider bids for project number L-B(V842)--73-97

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Plans have been completed and bids will be received for construction of a new precast concrete bridge and new abutments to replace existing bridge V 84-2 on Lee Avenue southwest of Oto.

BACKGROUND:

The county programmed bridge V84-2 for replacement in fiscal year 2018. The existing bridge was closed due to failure of a substructure component. The bridge was structurally deficient and functionally obsolete and had a restricted load posting prior to its closure.

FINANCIAL IMPACT:

This bridge is paid for with the \$1.3 million special project levy 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:

- 1) I recommend that the Board receive bids for project number L-B(V842)--73-97 and return them to the county engineer for review and recommendation.
- 2) If quotes show a clear low quote, the engineer may recommend award at the Board meeting after opening the quotes.

ACTION REQUIRED / PROPOSED MOTION:

- 1) Motion to receive bids for project number L-B(V842)--73-97 and return them to the county engineer for review and recommendation.
- 2) Motion to award bid if low quote is clearly determined by bid results.

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

#16a

Date: 2/16/18 Weekly Agenda Date: 2/20/18

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: David Gleiser, CED Director

WORDING FOR AGENDA ITEM:

Quarterly Update on Rural Comprehensive Planning Project

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This is the quarterly update from Simmering Cory, Inc. (SCI) on their work with the 11 rural cities participating in our comprehensive planning project.

BACKGROUND:

In July 2016, the Board awarded a contract to SCI to provide 11 rural cities with a new or updated comprehensive plan over the course of 3 years. \$112,530 (LOST Funds) was budgeted for this project.

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:

Acknowledge the information contained within the quarterly update.

ACTION REQUIRED / PROPOSED MOTION:

None - Informational Item

02.12.2018

Memo

To
David Gleiser

From
Justin Yarosevich

CC
Jennifer Movall

Re
Woodbury County Rural
Cities Comp Plan Update

Comments:

David,

Below is a quarterly update on plans by City as we continue to make progress on individual comprehensive plans. As you will note I have incorporated the milestone charts from my previous update into this update, so you can see the updated status and what we are planning at this time. We have made a few adjustments to the schedules below.

Hornick, Iowa

The City prioritized their objectives and held a second visioning session in early February to share their objectives with the community. There was low attendance by the community for this event. We did have a small delay in the development of the written plan as we had some additional data to pull and are now in the process of finishing up the draft of the plan. I hope to have them adopt the plan at their April Meeting.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Sept. 2016	Nov. 2016	March 2017	Not Planned	Not Planned	March 2017
Revised Nov. 2017	Completed	Completed	Completed	Completed	Completed	April 2018
Billed				Feb-18	Feb-18	

Correctionville, Iowa

Correctionville will finish prioritization of their objectives this month (pending weather – we had to cancel last week due to a snow storm) and then we'll plan the public visioning session and finish the report. We did start the process, including a review with the new Council but the meeting was running late, and they were working on their budget that night, so we agreed to come back in a couple of weeks. We are scheduled to be back there on the 22nd of February.

Simmering-Cory, Inc.

Tel 641-355-4072
Fax 515-724-7868

114 East 5th Street
Storm Lake, IA 50588

www.simmeringcory.com
info@sc-ic.com

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	April 2018	June 2018	October 2018	Not Planned	Not Planned	October 2018
Revised Nov. 2017	Completed	Completed	Completed	February 2018	March 2018	May 2018
Billed						

Bronson, Iowa

Council finished their prioritization of objectives and set a date in April for the second public visioning session to layout their objectives. They are also going to try and knock off a couple of the easier tasks on the objectives list, so they can promote them at the visioning session. They felt they would have better attendance at the session with nicer weather.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Jan. 2017	March 2017	July 2017	Not Planned	Not Planned	July 2017
Revised Nov. 2017	Completed	Completed	Completed	Completed	April 2018	April 2018
Billed				Feb-18		

Sloan, Iowa

We have reached out to the City to schedule their prioritization meeting which will hopefully be in March, a little behind our previous schedule.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Sept. 2016	Nov. 2016	March 2017	Not Planned	Not Planned	March 2018
Revised Nov. 2017	Completed	Completed	Completed	March 2018	April 2018	May 2018
Billed						

Anthon, Iowa

We held the visioning session with the Council and reviewed the concepts that came up during the public visioning session. We are working on scheduling the priority meeting with them for some time in March.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Sept. 2016	Nov. 2016	March 2017	Not Planned	Not Planned	March 2018
Revised Nov. 2017	Completed	Completed	Completed	March 2018	May 2018	June 2018
Billed			Feb-18			

Pierson, Iowa

Since the last update we have completed the public meeting for Pierson with a talkative group of citizens but a smaller group. We did get some good information from the meeting. Additionally, we met with the Council to talk about the visioning session and get their input. The City did invite new council members to the meeting so they got an opportunity to participate in that discussion.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	June 2017	August 2017	Dec. 2017	Not Planning	Not Planned	Dec. 2017
Revised Nov. 2017	Completed	Completed	Completed	May 2018	July 2018	Sept. 2018
Billed		Feb-18	Feb-18			

Smithland, Iowa

We conducted the kickoff meeting in February. The City doesn't anticipate good attendance for a public meeting and would like to try a survey first. We have provided a survey which the

City will circulate in late February or early March. After we have given a few weeks for the survey to come back we'll revisit an attempt at a public visioning session.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Oct. 2017	Jan. 2018	May 2018	Not Planned	Not Planned	May 2018
Revised Nov. 2017	Completed	April/May 2018	June 2018	Aug. 2018	Oct. 2018	Dec. 2018
Billed	Feb-18					

Oto, Iowa

We have conducted the kickoff meeting with the City. The public visioning session is scheduled for the 19th of February and the City is actively marketing it and going to provide food for the event so hopefully we'll have a good turnout.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Oct. 2017	Dec. 2018	April 2018	Not Planned	Not Planned	April 2018
Revised Nov. 2017	Completed	Feb. 2018	May 2018	July 2018	Sept. 2018	Nov. 2018
Billed	Feb-18					

Danbury, Iowa

We have conducted the kickoff meeting with City staff. We also conducted a public visioning session with good attendance from the community. In the case of Danbury, the City worked with their Community Group to provide a venue and meal after the event. We did get some good information from the public visioning session.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Oct. 2017	Jan. 2018	May 2018	Not Planned	Not Planned	May 2018
Revised	Completed	Completed	May 2018	July 2018	Sept. 2018	Nov. 2018

Nov. 2017						
Billed	Feb-18	Feb-18				

Lawton, Iowa

The plan is to do our kickoff meeting with Lawton in April. We will be contacting the City in the next month to find a date that works for them to set up that meeting.

Lawton did contact us regarding the potential of working with the School District as they did a comprehensive plan. We did indicate that we would be open to working with them. I believe that this is no longer an issue as the School District decided not to move forward. We also gave Bronson a heads up.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	Jan. 2017	March 2017	July 2017	Not Planned	Not Planned	July 2017
Revised Nov. 2017	April 2018	June 2018	July 2018	Sept. 2018	Nov. 2018	Dec. 2018
Billed						

Cushing, Iowa

The plan is to do our kickoff meeting with Cushing in April. We will be contacting the City in the next month to find a date that works for them to set up that meeting.

	Kick Off MTG	Public Meeting	Council Visioning	Council Priority Setting	Public Presentation of Plan	Council Adoption
Original	April 2018	June 2018	Oct. 2018	Not Planned	Not Planned	Oct. 2018
Revised Nov. 2017	April 2018	June 2018	August 2018	Oct. 2018	Nov. 2018	Dec. 2018
Billed						

General Updates

It's been a busy three months pushing forward with the comprehensive plans. While the schedules continue to flux a little, we are trying to maintain them as much as possible and keep things moving.

As always please don't hesitate to let me know if you have any questions or concerns.

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

#16b

Date: 2/16/18 Weekly Agenda Date: 2/20/18

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: David Gleiser, CED Director

WORDING FOR AGENDA ITEM:

Quarterly Update on SIMPCO City/County Membership Dues Project

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This is the quarterly update from SIMPCO on their work with the 12 rural cities participating in the city/county membership dues project.

BACKGROUND:

On 9/5/17 the Board accepted a proposal to pay 50% of the membership dues (FY16/17) to SIMPCO for rural cities wishing to participate (\$7,293 was budgeted in LOST funds). 12 cities accepted the offer for a total cost to the county of \$5,932. The CED dept. will provide the Board with a recommendation on the effectiveness of the project at the end of the fiscal year.

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:

Acknowledge the information contained within the quarterly update.

ACTION REQUIRED / PROPOSED MOTION:

None - Informational Item

MEMORANDUM

TO: David Gleiser, Woodbury County Community and Economic Development Director

FROM: Michelle Bostinelos, SIMPCO Executive Director

DATE: February 6, 2018

RE: SIMPCO Progress Report Qtr. 2 | October 1 – December 31, 2017

The Woodbury County Board of Supervisors agreed to pay for one half of rural Woodbury County communities' membership dues to SIMPCO for FY 2018 (July 1, 2017 – June 30, 2018). The goal of the partnership is for rural Woodbury County communities to utilize the Siouxland Interstate Metropolitan Planning Council (SIMPCO) in providing tools, research, technical assistance and regional collaboration to help grow community and economic development project across Woodbury County.

For FY 2018, the following communities signed-up for a SIMPCO Membership: Anthon, Bronson, Correctionville, Cushing, Danbury, Hornick, Lawton, Merville, Oto, Salix, Sergeant Bluff and Smithland.

At the end of the 2nd quarter, SIMPCO had been in contact with nine of the ten communities, developing projects or working on specific projects. Information in this report demonstrates project(s)/information requested, total time, and estimated value of services offered directly to each of the communities as well as the indirect value of SIMPCO membership and regional collaboration.

During the 2nd quarter, SIMPCO spent approximately 62.5 direct hours which equals an estimated value of \$4,250 assisting member communities in Woodbury County. Indirect time working on projects, committees, regional projects, and outreach that indirectly benefits Woodbury County communities is estimated at 134 hours or an estimated value of \$9,112. The net benefit of SIMPCO membership for rural Woodbury County communities in the first quarter is equaled \$13,362.

Second Quarter Notes:

- Unlike the other rural Woodbury County communities, Sergeant Bluff is part of the SIMPCO Metropolitan Planning Organization (MPO) and the urban area of Sioux City. MPO work may not be specifically directed to Sergeant Bluff but pertains to metropolitan transportation planning as a whole and Sergeant Bluff's placement in the MPO. Twenty percent of MPO funds are from MPO members' dues used as local

match to complete the necessary work required to ensure federal transportation funds continue to flow into the metropolitan region.

- Several communities joined during the 2nd quarter, including: Danbury (December) and Merville (December). Salix contacted SIMPCO to join in the 2nd quarter but did not pay dues until the 3rd quarter (January).
- Woodbury County communities received the following electronic newsletters and information sent out by SIMPCO:
 - *SIMPCO Newsletter* – October 2017 & December 2017
 - Invite to Tri-State Legislative Forum – November 2017
 - *SIMPCO Updates* – November 2017
 - Grant Notices (2) – November 2017
- SIMPCO staff sits on the Mid-states Community and Economic Development Conference Planning Committee. This conference will take place in April 2018. The conference is one of the largest rural development events in the three state region and is a joint project of several agencies and organizations in Iowa, Nebraska and South Dakota. It is designed for local leaders and offers workshops on strategies and ideas for rural development. Woodbury County communities will be encouraged to attend the event.
- The SIMPCO Comprehensive Economic Development Strategies (CEDS) committee is working with U.S. Economic Development Administration (EDA) to develop a proposal for a U.S. Highway 20 Economic Development plan for the new four-laned corridor through Woodbury and Ida counties within the SIMPCO region. If funded through a U.S. EDA Technical Assistance grant, SIMPCO would develop a study which inventories the corridor and would create a land use strategy to optimize economic development along the corridor. Time spent in the 2nd quarter included attending city council meetings of those communities along the corridor asking for their support and pledge of match funds.
- Through SIMPCO's Western Iowa Community Improvement Regional Housing Trust Fund, one housing rehabilitation project has been started in Cushing for an estimated cost of \$12,000
- On October 23 SIMPCO organized and SIMPCO Chair, Jon Winkel, led a discussion with the Woodbury Mayors and Emergency Providers regarding Ambulance service in the county and the communities.
- On December 1 SIMPCO hosted the Tri-State Legislative Forum at WITCC in Sioux City. Members were invited to attend the event to learn more about SIMPCO and share issues that they are facing with state legislators.
- SIMPCO staff developed three proposals for communities in Woodbury County including Oto and Danbury to update their municipal codes and Sergeant Bluff to update the comprehensive plan. If the communities accept the proposal(s), there will

be a separate contract between the community(ies) and SIMPCO, outside of membership dues.

- The application for funding the regional Hazard Mitigation Plan through Homeland Security has been submitted for the 2019 planning year.
- SIMPCO continues to work with Woodbury County, Sergeant Bluff, Sioux City and the Iowa DOT on the Interchange Justification Report (IJR) for Woodbury County. SIMPCO staff spent time in the 2nd quarter collecting and providing modeling data information to the consultant.
- SIMPCO leads or participates in several groups and committees that benefit Woodbury County rural communities through regional cooperation. During the first quarter, SIMPCO lead or participated in the following committees/boards/organizations/groups:
 - Grow Siouxland Taskforce (October, November, December)
 - SIMPCO MPO Transportation Advisory Committee and Policy Board (November)
 - Siouxland Economic Development Corporation (SEDC) (October, November)
 - Tri-State Incident Management Team (October)
 - Local Emergency Planning Committee (LEPC) (October)
 - Western Iowa Community Improvement Regional Housing Trust Fund (November)
 - Iowa Association of Councils of Governments (ICOG) (October, November, December)
 - SIMPCO MPO Bicycle/Pedestrian Roundtable (October)
 - Siouxland Chamber of Commerce Transportation Committee (November)
 - Siouxland Chamber Legislative Committee (October, November, December)
 - Siouxland Regional Transportation Planning Association (SIMPCO-RPA) (November)
 - SIMPCO's Comprehensive Economic Development Strategies (CEDs) Committee (November)
 - Siouxland Regional Transit System Board (November)
 - SIMPCO Regional Policy and Legislative Committee (October, November)
 - Woodbury County Supervisor's Town Hall Meeting (October & December)
 - Iowa's West Coast Initiative (November, December)
 - Transportation Advisory Group (TAG) (October)
 - Interchange Justification Report (IJR) for Woodbury County (November)
 - Woodbury County Ambulance Service Meeting (October)
 - Tri-State Legislative Forum (December)
 - Iowa DOT MPO/RPA meeting (December)

Anticipated work in 3rd Quarter:

- Metropolitan Planning Organization work will continue which will affect Sergeant Bluff including MPO meetings, Transportation Improvement Program (TIP) management, work with IJR Technical Committee, Tri-State Incident Management Team, and MPO Bicycle/Pedestrian Roundtable.
- SIMPCO will continue to work with Siouxland District Health Department on projects related to Safe Routes to School and bicycle/pedestrian improvements in Sergeant Bluff, Lawton, Sloan and Merville.
- SIMPCO will respond to data requests, grant writing and general requests for information from member communities. Several applications that communities have shown interest in applying for are the regional Transportation Alternative Program (TAP – administered by SIMPCO) , the Iowa Initiative for Sustainable Communities, (IISC), Missouri River Historical Development (MHRD), and United States Department Agriculture (USDA) grants.
- SIMPCO will submit the application to U.S. EDA to conduct a U.S. Highway 20 Economic Development Corridor Study
- SIMPCO will continue to distribute electronic newsletters and grant blasts about upcoming activities/events/trainings/grants.
- SIMPCO will host a membership workshop on March 2nd at WITCC in Sioux City. Members are invited to learn more about SIMPCO and the services we provide.
- During the 2nd Quarter SIMPCO will be planning the Annual Meeting, which will be held on May 10th.
- During the third quarter, SIMPCO will lead or participated in the following committees/boards/organizations/groups which benefit Woodbury County Communities:
 - Grow Siouxland Task Force
 - Mid-States Conference Planning Committee
 - Transportation Advisory Group (TAG)
 - Iowa Association of Councils of Government (ICOG)
 - MPO Bicycle/Pedestrian Roundtable
 - Interchange Justification Report (IJR) for Woodbury County
 - Tri-State Incident Management Team
 - SIMPCO MPO Transportation Advisory Committee and Policy Board
 - Siouxland Chamber Legislative Committee and Transportation Committee
 - Siouxland Regional Transit System Board
 - Siouxland Regional Transportation Planning Association (SIMPCO-RPA)
 - SIMPCO Regional Policy and Legislative Committee
 - Iowa DOT Bicycle Summit
 - Woodbury County Ambulance Town Hall Meeting

- Local Emergency Planning Committee (LEPC)
- Western Iowa Community Improvement Regional Housing Trust Fund
- SIMPCO MPO Bicycle/Pedestrian Roundtable

Challenges:

- Waiting for Comprehensive Plans to be complete so that the communities can give SIMPCO direction on the projects they want to work on
- Communication is always a challenge. Lots of back and forth with phone calls and emails. Some communities have limited office hours and many of the Councils only meet once a month
- There are many communities that would like to apply for grants. To be successful we need a champion in the community to be able to give SIMPCO direction and the information needed to prepare the grant.

Opportunities:

- The U.S. 20 Highway Economic Development Study. While we haven't received the final approval from U.S. EDA, we are on to the next step of the application process. Several of the communities area along the corridor and the entire County will benefit from the plan.
- SIMPCO will be holding a membership workshop on March 2nd. Guest speaker is Sarah Kelber from Heidman Law firm to talk about City Codes. This is a great opportunity for communities to come learn more about SIMPCO and the services we provide.
- SIMPCO is planning our Annual Meeting for May 10th in Sergeant Bluff. This is a great opportunity for our members to come network with other Siouxland communities and to learn more about SIMPCO.

Siouxland Interstate Metropolitan Planning Council

Progress Report: October 1 – December 31, 2017

Community	Community Goals/Priorities	Work During 2nd Qtr.	Total Time (hours)	Estimated Value	Additional Member Fee
Anthon Total Dues: \$786 Woodbury County Portion: \$393 <i>Joined September 2017</i>	In the process of setting up meeting with the Mayor <i>Staff contact: Michelle Bostinelos</i>	Member outreach to set up a meeting	Qtr. 1:1 Qtr. 2:1	Qtr 1: \$68 Qtr 2: \$68	None
Bronson Total Dues: \$636 Woodbury County Portion: \$318 <i>Joined July 2017</i>	Would let us know after Comprehensive Plan Approval <i>Staff contact: Michelle Bostinelos & Dawn Kimmel</i>		Qtr. 1: 11 Qtr. 2: 0	Qtr 1: \$748 Qtr 2: \$0	None
Correctionville Total Dues: \$514* Woodbury County Portion: \$257 <i>*Joined in January paying only 1/2 of the FY dues.</i>	CDBG Housing/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Amanda Harper, Nicole Peterson</i>	Staff attended council meeting on December 11 and then began to work on CDBG application.	Qtr. 1: 0 Qtr. 2: 5.5	Qtr 1: \$0 Qtr 2: \$374	\$350 for local match to US EDA Highway 20 Economic Development Study
Cushing Total Dues: \$514 Woodbury County Portion: \$257 <i>Joined July 2017</i>	Grants Downtown Revitalization/City Hall/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Amanda Harper, Nicole Peterson</i>	Staff attending a council meeting on Nov 7 to talk about grants. Staff began to research grants	Qtr 1: 0 Qtr 2: 4.5	Qtr 1: 0 Qtr 2: \$306	\$350 for local match to US EDA Highway 20 Economic Development Study

Community	Community Goals/Priorities	Work During 2nd Qtr.	Total Time (hours)	Estimated Value	Additional Member Fee
Danbury Total Dues: \$667 Woodbury County Portion: \$334 Joined December 2017	Grants/Code update: <i>Staff contact:</i> <i>Michelle Bostinelos & Dawn Kimmel</i>	Staff attended council meeting on December 12. Council also stated that they need their comp plan to be complete so they know where to start with projects. We discussed updating the City Code and provided them a proposal for a Code Update	Qtr 1: 1 Qtr 2: 6.5	Qtr 1: \$68 Qtr 2: \$442	none
Hornick Total Dues: \$520 Woodbury County Portion: \$260 Joined July 2017	Policies & Procedures for Council City Sign Firefighter Grants (<i>equipment</i>), Update Ordinances Form a Community Group <i>Staff contact:</i> <i>Michelle Bostinelos, Dawn Kimmel, Joe Surdam</i>	Meeting with the City Clerk on October 5. Email correspondence regarding policy & procedures for Council, Fire Fighter grants and information on code questions.	Qtr 1: 1 Qtr 2: 5	Qtr 1: \$68 Qtr 2: \$340	none
Lawton Total Dues: \$1,113 Woodbury County Portion: \$557 Joined July 2017	Downtown Revitalization, Trails, Safe Routes to Schools/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact:</i> <i>Michelle Bostinelos, Jake Heil, Nicole Peterson</i>	Email correspondence with City Clerk in September regarding possible project ideas. Staff attended Safe Routes to School Coalition meetings to discuss trail applications. Staff assistance with trail application. The Mayor attended the November Comprehensive Economic Development Strategy (CEDS) Meeting	Qtr 1: 12 Qtr 2: 3	Qtr 1: \$816 Qtr 2: \$204	\$350 for local match to US EDA Highway 20 Economic Development Study

Community	Community Goals/Priorities	Work During 2nd Qtr.	Total Time (hours)	Estimated Value	Additional Member Fee
Moville Total Dues: \$1,787 Woodbury County Portion: \$894 <i>Joined December 2017</i>	Grants – Iowa Initiative for Sustainable Communities/ Community Catalyst Grant/Trail Grants / Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Joe Surdam, Nicole Peterson</i>	Met with City Council on October 4. Attended a meeting with Clerk and Mayor on November 28. Attended a City Council meeting on December 20 th regarding Highway 20 Study.	Qtr 1: 2 Qtr 2: 3	Qtr 1: \$136 Qtr 2: \$340	\$350 for local match to US EDA Highway 20 Economic Development Study
Oto Total Dues: \$380 Woodbury County Portion: \$190 <i>Joined July 2017</i>	Annual Financial Report, Budget Assistance, Code Update, Grants, Trails <i>Staff contact: Michelle Bostinelos, Sharon Burton, Ellen Dirks, Dawn Kimmel</i>	Met with City Clerk on November 2. SIMPCO staff worked with the City Clerk to submit the City's Annual Financial Report due on December 1. SIMPCO staff also prepared a City Code update proposal for the Council to review	Qtr 1: 8 Qtr 2: 12	Qtr 1: \$544 Qtr 2: \$816	none
Smithland Total Dues: \$519 Woodbury County Portion: \$260 <i>Joined July 2017</i>	Financial Report, Budget Assistance <i>Staff contact: Michelle Bostinelos, Sharon Burton, Ellen Dirks</i>	SIMPCO staff worked with the City Clerk to submit the City's Annual Financial Report due on December 1	Qtr 1: 1 Qtr 2: 6	Qtr 1: \$68 Qtr 2: \$408	none
Salix Total Dues: \$342 Woodbury County Portion: \$171 <i>Joined in January paying only 1/2 of the FY dues.</i>	Cost/Benefit Analysis for Water/Sewar/Annexation/Grants <i>Staff contact: Michelle Bostinelos, Gabreil Appiah, Dawn Kimmel</i>	Email/phone correspondence with City Clerk	Qtr 1: 0 Qtr 2: 1	Qtr 1: \$0 Qtr 2: \$68	none
Sergeant Bluff Total Dues: \$4,054 Woodbury County Portion: \$2,027 <i>Joined in July 2017</i>	Safe Routes to Schools, Street Analysis, Traffic Counts, GIS mapping, Grants, Comprehensive Plan Update, Regional Issues/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Gabreil Appiah, Jake Heil, Nicole Peterson</i>	Staff presented a comprehensive plan proposal to P&Z on December 5. Staff continues to work with Sgt Bluff on Safe Routes to School Committee to improve infrastructure. MPO documents including crash data report/passenger transportation plan/public participation plan/ Iowa DOT SWAP/performance measures/IJR. Mayor is the Chair of SIMPCO, City Administrator is the Chair of the MPO Technical Committee. They participate in the Grow Siouxland Taskforce.	Qtr 1: 19 Qtr 2: 13	Qtr 1: \$1,292 Qtr 2: \$884	\$350 for local match to US EDA Highway 20 Economic Development Study

Direct Totals: This includes time directly working with Woodbury County communities on projects, data collection and technical assistance.

Totals Dues	Woodbury County Portion
\$11,882	\$5,916

Time Period	Total Time (hours)	Estimated Value
Quarter 1: July 1 – September 30	56	\$3,808
Quarter 2: October 1 – December 31	62.5	\$4,250

Indirect Totals: This includes time working on projects, committees, outreach that indirectly benefits Woodbury County communities.

Program/Project	Total Time (hours) Qtr. 1	Estimated Value Qtr. 1	Total Time (hours) Qtr. 2	Estimated Value Qtr. 2
Newsletter/Grant Blasts/Notification of Events/ Committees/Meetings/Boards	3	\$204	5	\$340
Regional Work (LEPC,RPA, Midstates, IJR, HAZ Mat, CEDS)	29	\$1,972	31	\$2,108
	76	\$5,168	98	\$6,664
Totals:	108	\$7,344	134	\$9,112

Total Net Benefit:

	Qtr. 1	Qtr. 2
Direct Total Estimated Value	\$3,808	\$4,250
Indirect Total Estimated Value	\$7,344	\$9,112
Total:	\$11,152	\$13,362
Additional Grant Awards		
Lawton MRHD	\$50,000	
Oto MRHD	\$25,000	

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

#17a

Date: 2/14/2018 Weekly Agenda Date: 2/20/2018

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Courthouse HVAC- Failed Valves & Actuators

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Approximately 28 valves & actuators require replacement on the 3rd thru the 8th floors

BACKGROUND:

HVAC Project #2 will not move forward anytime in the near future due to cost. Building Services has identified many valves and actuators that are in need of repair now. These replacements will tie into the new Courthouse front end control system.

FINANCIAL IMPACT:

CIP- B13-17
Star Control (Controls/ actuators) - \$8,806
Rasmussen Mechanical Services (Valve replacement- Time & Material not to exceed \$19,600

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 recommends utilizing funds from CIP B13-17 (previously identified as LEC Intake)

ACTION REQUIRED / PROPOSED MOTION:

1. Motion to approve valve & actuator replacements as necessary in the amount not to exceed \$28,406.00
2. Motion to utilize funds from CIP B13-17



February 1, 2018

To: Woodbury County Building Services
401 8th Street
Sioux City, IA 51101

RE: Air Handler valves 3rd through 7th floor

Mr. Kenny Schmitz

Star Control shall provide control the following to replace the air handling unit valves on 3rd through 7th floor.

- 26-control valves
- Disconnect the control wire for plumber to replace
- Reconnect control wire to valves
- Cycle new control valves and confirm operation

Base Bid: **\$ 8,806.00**

Exclusions:

- All piping work

Accepted By: _____

Date: _____

Pricing will need to be reviewed after 60 days

Sincerely,

Kevin Welty
Star Control
Phone: 712-224-2429

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

#17b

Date: 2/14/2018

Weekly Agenda Date: 2/20/2018

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Siouxland District Health-
HVAC Repairs- Administrative Office & Classroom "A"
Building HVAC System Study

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The Administration Office & Classroom "A" currently are two primary targets needing immediate controls attention. Space temperatures of these two areas over the past several months has averaged 65 degrees with the inability to control them at a more comfortable level. Administration area heat is supplied by the boiler system however the air distribution is controlled by roof top unit #7 which mixes space return air with fresh air intake then discharges supply air to the space. The limitation of the system supplies 65 degree air flow to the space when heat is not being called for. This creates a draft effect. There is not currently a way to control the amount of fresh air intake volume so it is at a fixed set-point. The problem which can be addressed by adding CO2 sensors, discharge air sensors, VAV controllers & actuators.

Classroom "A" suffers from the same scenario however it also has the combined problem of having experienced multiple floor plan changes which did not take the steps beyond each project scope to address the system. The room has been left with not one but four thermostats fighting one another trying to meet the space needs. This issue can be addressed by removing all thermostats and replacing them with a CO2 sensing thermostat that connects to four new VAV controllers for the space.

BACKGROUND:

An Engineering assessment of the building to evaluate the feasibility of current systems is needed. This assessment will provide a long range conceptual design plan. This plan will help everyone make the right choices as systems are replaced. Multiple designs will be looked at and will be evaluated based on the initial costs, energy savings, and disruption to the current facility operations.

The Siouxland District Health building HVAC systems are less than ideal. Over the past several months an effort has been made to establish a plan that addresses immediate failure repair needs, identifying existing problems, and a way forward into the future to address or determine a clear path as larger equipment reach life expectancy so that CIP funding is planned in a method that delivers the best utilization of funds over a long term. Within the past 5-years HVAC units have been replaced on a one-to-one bases and did not take into account the system being replaced was no longer suited for existing needs do to building design change.

Original building functions and design have greatly changed. Construction/ design changes primarily have been driven by different business and their operational demands. The current day facility function has almost completely changed from that of yesteryear. The many different design needs drove alterations of the HVAC systems in piecemeal form but never fully addressed the needs of the building HVAC system itself, or a way to address all of its short comings.

FINANCIAL IMPACT:

CIP- B13-18
Star Controls- (Administration Office)- \$8,030.00
Star Controls- (Classroom "A")- \$3,532.00
Star Controls Total- \$11,562.00
Resource Consulting Engineers- \$11,000.00

TOTAL- \$22,562.00

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 approval to conduct repair needs to the Administration Office & Classroom "A". It would be prudent to include an assessment of the buildings HVAC needs in it's current configuration to establish necessary CIP future years planning.

ACTION REQUIRED / PROPOSED MOTION:

1. Motion to approve repairs with Star Controls in the amount of \$11,562.00.
2. Motion to approve an HVAC study with Resource Consulting Engineers in the amount of \$11,000.00



December 13, 2017

To: Woodbury County Building Services
401 8th Street
Sioux City, IA 51101

RE: Siouxland District Community Health Training Room With 4 Sensors

Mr. Kenny Schmitz

Star Control shall provide 4 Alerton VAV controllers to replace the Johnson controllers in the training room that has 4 thermostats. This will allow us the capability to transfer temperature to all four boxes and only use one sensor which will stop the simultaneous heating and cooling:

Base Bid: **\$ 3,532.00**

Exclusions:

- Malfunctioning devices to remain in service
- Line voltage wiring
- Balancing

Accepted By: _____

Date: _____

Pricing will need to be reviewed after 60 days

Sincerely,

Kevin Welty
Star Control
Phone: 712-224-2429



December 13, 2017

To: Woodbury County Building Services
401 8th Street
Sioux City, IA 51101

RE: Siouxland District Community Health Rooftop 7 VAV Boxes

Mr. Kenny Schmitz

Star Control shall provide the following to re-control 7 VAV boxes associated with rooftop 7 at Siouxland District Community Health building:

- 7- VAV controller with actuator
- 7- Discharge air sensors
- 7- Space temperature sensors with two of them having CO2 sensors built into them to control ventilation as required by space
- Labor to install and pull wire
- Low voltage wiring
- Programming on server to reflect changes

Base Bid: **\$ 8,030.00**

Exclusions:

- Malfunctioning devices to remain in service
- Line voltage wiring
- Balancing

Accepted By: _____

Date: _____

Pricing will need to be reviewed after 60 days

Sincerely,

Kevin Welty
Star Control
Phone: 712-224-2429

Star Control • 1800 11th Street • Sioux City, IA 51101
P: 712.252.3007 F: 712.252.2410

February 14, 2018



RESOURCE
CONSULTING
ENGINEERS LLC

Kenny Schmitz

Director of Building Services

Woodbury County

620 Douglas Street

Sioux City, IA 51101

Re: Siouxland District Health – Facility HVAC Study – Proposal for Engineering Services

Dear Kenny,

I am pleased to present you with a proposal for services related to a Facility HVAC System Study for the Siouxland District Health Building. This proposal includes mechanical engineering services for the study. I appreciate the opportunity to provide this proposal, and look forward to helping Woodbury County develop a path forward for the mechanical systems in this important facility.

Our understanding of the Project Scope is based on our experience working in the building as part of the Boiler Replacement Project and the Drawings and Control Documentation Project. Following the work of these projects, building energy consumption changes and comfort issues led to multiple discussions regarding building mechanical systems. In documenting the existing systems as part of the Drawings and Control Documentation Project, Resource Consulting Engineers, LLC (RCE) had identified some concerns regarding capabilities of the existing systems. During the conversations regarding comfort and energy consumption for the building, and considering the identified concerns, it was suggested that a study for building HVAC systems may be appropriate to provide a plan for the building mechanical systems moving forward.

Scope of services:

Services to be provided:

- Mechanical and Engineering Study Phase Services, including:
 - Building heating and cooling load calculations
 - Building ventilation calculations
 - Analysis of existing equipment with respect to heating/cooling loads and ventilation loads
 - Development of recommended system configurations, including zone blocking diagrams and system schematic diagrams
 - Proposed schedule for system replacement/upgrades
 - Development of budget costs for proposed system replacement/upgrades

Not included (available upon request):

- Detailed energy modeling
- Analysis of plumbing or electrical systems
- Architectural or programming analysis to verify suitability of building spaces for their function (would be provided by third party if required)
- Design of any building system modifications
- Building code analysis
- Design of modifications to, or analysis of, building structural components

Deliverables:

- Report documenting results of study, to include:
 - Written report describing analysis and recommendations
 - Heating and cooling load calculation information
 - Ventilation calculation information
 - Building blocking diagrams indicating recommended zones
 - Proposed system schematic diagrams

Schedule

We will work with Woodbury County to develop a detailed schedule for completion of the study once we have received a notice to proceed. Based on our understanding of the project at this time, we plan to complete the study by June of 2018, if not before.

Basic Services

We propose to provide the Engineering Study Services outlined above for a fixed fee of \$11,000.

Additional services outside the scope defined in this proposal will be provided on an hourly basis. No additional services will be provided without prior authorization from Woodbury County. The hourly rates for staff expected to work on this project are as follows:

- Senior Mechanical Engineer/Project Manager - \$140/hour
- Senior Electrical Engineer - \$140/hour
- Mechanical or Electrical Engineer - \$125/hour
- Engineering Intern or Designer - \$80/hour
- Clerical - \$40/hour

Summary

I appreciate the opportunity to provide this proposal to provide engineering study services for a study of the HVAC systems at the Siouxland District Health Building. If you have questions or comments regarding this revised proposal, please do not hesitate to share them with me. I would be happy to review scope and fees in detail if it is helpful. I look forward to working together on this project. Thank you.

Respectfully,



Corey B. Metzger, PE
Principal
Resource Consulting Engineers, LLC

Project name	Project #				Department	Score
Criteria	0	1	2	3	4	
Mandated	not mandated	potential mandate		mandated outyear	mandated now	
public demand	no demand	benefits few citizens	benefits majority of county	Some demand/high benefits	high demand/benefits	
Operating impact	no impact on efficiency	eliminates inefficient facilities	reduces ongoing operating costs	Has less than a year payback		
Economic development	no impact on capital investment	increases property values	increases property value and capital investment		needed for development agreement	
project coordination	not coordinated with other projects	linked to other projects, but not essential			project is symbiotic with another	
opportunity cost	not expected to exceed inflation	equal to inflation	cost will be greater than inflation	cost will be significantly more		

Total Score _____



Project Name: Siouxland District Health- Boiler Replacement
 Average Score/ Ranking: 44.55/14
 Project Type: Building Improvement
 Useful Life: 15 Years

Responsible Department: Building Serv. Superintendent & Siouxland Dist. Health Director

Personal Scoring Advisor: Schmitz 46.10, Board or Dept. Head 0.00, Finance 43.00

Priority Ranking Criteria	Weighting Factor		Priority Factor (0-5)			Advisor Scoring			Ranking
	(Fixed Weighting Multiplier)		Schmitz	Board or Dept. Head	Finance	Schmitz	Board or Dept. Head	Finance	Advisor Avg.
Public Health & Safety	1.50		4.00		2.00	6.00	0.00	3.00	4.50
Employee Health & Safety	1.25		5.00		5.00	6.25	0.00	6.25	6.25
Regulatory Mandate	1.50		0.00		0.00	0.00	0.00	0.00	0.00
Frequent Problems	1.25		4.00		5.00	5.00	0.00	6.25	5.63
Availability of Funding	1.00		3.00		5.00	3.00	0.00	5.00	4.00
Cost of Project	1.00		3.00		3.00	3.00	0.00	3.00	3.00
Generates Revenue	1.20		0.00		0.00	0.00	0.00	0.00	0.00
Generates cost Savings	1.20		5.00		5.00	6.00	0.00	6.00	6.00
Ongoing Operation Costs	1.00		2.00		2.00	2.00	0.00	2.00	2.00
Age or Condition of Existing	1.00		4.00		4.00	4.00	0.00	4.00	4.00
Public Benefit	1.10		4.00		2.00	4.40	0.00	2.20	3.30
Public Demand	1.25		0.00		0.00	0.00	0.00	0.00	0.00
Synergy with other Projects	1.10		3.00		1.00	3.30	0.00	1.10	2.20
Strategic Goal	1.05		3.00		4.00	3.15	0.00	4.20	3.68
Comprehensive Plan Component	1.05		0.00		0.00	0.00	0.00	0.00	0.00
SCORING TOTALS						46.10	0.00	43.00	44.55

Project Description/ Justification: Replacement of three current boilers (one not working), with two high efficiency units. SDHD will look to identify alternate funds for completion of this project.

Woodbury County Evaluation

Expenditures:	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
	49,000					49,000
Funding Source	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
Capital Loan Note	49,000					49,000
Operating Budget Impact	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
	49,000					49,000
Other Impact/ Comments						49,000

- Public Health & Safety:** Weight Factor of 1.50. Does the project improve the well being of the general public? A priority factor of "0" would be it does not. A "5" would be it very much affects the well being of the general public.
- Employee Health & Safety:** Weight Factor of 1.25. Does the project improve well being of the County employees? A priority factor of "0" would be it does not. A "5" would be it very much affects the well being of County employees.
- Regulatory Mandate:** Weight Factor 1.50. Is the project required by a Federal, State, or governing body mandate? A priority factor of "0" would be there is no mandate. A "5" would be a current mandate. A rating in between would mean there is a mandate that will take place but there is a time period before the County must comply.
- Frequent Problem:** Weight Factor: 1.25. Are there frequent problems that require the project to be completed? Problems could be that equipment needs repairs or a bad design causes accidents. A priority factor of "0" would mean no problems. A priority factor of "5" would mean frequent
- Ability to Finance:** Weoght Factor 1.00. Does the County have the ability to pay for the project? A priority factor of "0" would mean there is no funding available or planned for. A rating of "5" would mean the County has funds available. A rating in between would mean funds are not currently
- Cost of Project:** Weight Factor: 1.00. What is the total project cost? The higher the project cost the lower the priority factor would be. Example a project costing \$5000 may be a "5" and a Project costing \$5,000,000 Would be "0".
- Generates Fees or Revenues:** Weight Factor: 1.20. By completing the project can the County generate funds? A priority factor of "0" would mean no revenue or fees generated. A priority factor of "5" would mean a large amount of funds could be generated after completion of the project.
- Generates Cost Savings:** Weight Factor: 1.20. Does the project result in reduced expenditures? The higher the cost savings the higher the priority factor rated "0"- "5"



- Ongoing Operation Cost:** Weight Factor: 1.00. Is there ongoing future operating cost due to the project? A priority factor of "5" would mean there is no impact on future operating costs. A priority factor of "0" would have a large future operating budget cost impact.
- Age or Condition of Existing:** Weight Factor: 1.00. If the County has an existing asset that is being replaced, what is the age or condition? Old or ver poor assets would have a priority factor of "5".
- Public Benefit:** Weight Factor: 1.10. Does the project provide any benefit to the general public? Example; - a building improvement project(street) may provide better access to an area, which would benefit the public whereas a County vehicle purchase may not. The street project would
- Public Demand:** Weight Factor: 1.25. Are the residents requestin gthe project? A priority factor of "5" would mean high public demand. A priority factor of of "0" would mean no public demand.
- Synergy with Other Project:** Weight factor: 1.10. Does the project enhance other County goals or projects? A rating of "5" would mean it enhances other projects. A rating of "0" would be givin to projects that stand alone.
- Strategic Goal:** Weight Factor: 1.05. Does the project meet a goal of the County? A project that meets a particular County goal would receive a rating of "5".
- Comprehensive Plan Component:** Weight Factor: 1.05. Does the project achieve a component of the County's Comprehensive Plan? A rating of "5" would mean that the project meets a component crtical to the Countys Comprehensive Plan.

CRITERIA	DESCRIPTION	Rating Sca (0-5)
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates?	0= Not Required or Mandated 3=Pending Requirement 5= Required or Mandated
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	0= No Alignment with Strategies 3= Partial Alignment with Strategies 5= Full Alignment with Strategies
Value to Citizens	How much value will the outcome of this project bring to our citizens?	0= Minimal Value 3= Partial Value 5= High Value