



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JULY 20, 2021) (WEEK 29 OF 2021)**

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

Agenda and Minutes available at:
www.woodburycountyiowa.gov

Live telephonic access at: 712-224-6014

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov	Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov	Mark A. Monson 204-1015 mmonson@woodburycountyiowa.gov	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov	Justin Wright 899-9044 jwright@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held July 20, 2021 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

AGENDA

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

- | | |
|---------------------------|-------------|
| 1. Citizen Concerns | Information |
| 2. Approval of the agenda | Action |

Consent Agenda

Items 3 through 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.

3. Approval of the minutes of the July 13, 2021 meeting
4. Approval of claims
5. Board Administration – Karen James
Approval of lifting the tax suspension for B.A.

- 6. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Approval of the 2021 Annual Health and Wellness Fair

- 7. Approval of liquor license application for the Woodbury County Fair

- 8. County Treasurer – Tina Bertrand
 - Receive Woodbury County Treasurer Semi-Annual Report for the period January 1, 2021 through June 30, 2021

- 9. County Auditor – Patrick Gill
 - Receive Auditor’s Quarterly Report

- 10. Board Administration – Karen James
 - Approval of resolution thanking and commending Mark Perez for years of service with Woodbury County

- 11. Community & Economic Development – David Gleiser
 - a. Approval to set the date and time for three public hearings for the proposed Zoning District Map Amendment for Parcel #884704302005 & #884704302006 for August 3rd at 4:45 p.m., August 10th at 4:45 p.m., and August 17th at 4:45 p.m.
 - b. Approval to set the date and time for three public hearings for the proposed Zoning District Map Amendment for Parcel #884724300005 for August 3rd at 4:50 p.m., August 10th at 4:50 p.m., and August 17th at 4:50 p.m.

- 12. Secondary Roads – Mark Nahra
 - Approve the permit to work in the right of way for Dr. Michael Weber/Iowa State University

End Consent Agenda

- 13. Secondary Roads – Mark Nahra
 - a. Award bid for project number L-B(O102)—73-97 Action
 - b. Approval of a project agreement with Hungry Canyons Alliance Action
for the improvement of an intake structure in the Oak Ridge area
 - c. Approval of contract for gravel production at the Briese Pit Action

- 14. Emergency Management – Rebecca Socknat Action
 - Approval of EMA request for WCICC phones

**Recess Board of Supervisors Meeting
Convene Grant Township Trustees Meeting**

- 15. Board of Supervisors acting as Grant Township Trustees

**Adjourn Grant Township Trustees Meeting
Continue Board of Supervisors Meeting**

- | | |
|--|-------------|
| 16. Building Services – Kenny Schmitz
Approval of the 28 th Street Development Project (LEC off-site improvements)
bid alternates | Action |
| 17. Board Administration – Dennis Butler
Approval of resolution authorizing adoption of amended and restated policies
and procedures regarding municipal securities disclosure | Action |
| 18. Reports on Committee Meetings | Information |
| 19. Citizen Concerns | Information |
| 20. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- WED., JULY 21** **10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., JULY 22** **11:00 a.m.** Siouxland Regional Transit Systems Board Meeting, SIMPCO Office, 1122 Pierce
- MON., JULY 26** **6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUE., JULY 27** **2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED., JULY 28** **2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- MON., AUG. 2** **6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- WED., AUG. 4** **9:00 a.m.** Loess Hills Alliance Protection Meeting, Pisgah, IA
- 10:30 a.m.** Loess Hills Alliance Stewardship Meeting
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.** Loess Hills Alliance Executive Meeting, Pisgah, IA
- 3:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., AUG. 5** **10:00 a.m.** COAD Meeting, The Security Institute
- WED., AUG. 11** **8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- THU., AUG. 12** **12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., AUG. 18** **12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- THU., AUG. 19** **4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., AUG. 20** **12:00 p.m.** Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G

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.

JULY 13, 2021, TWENTY-EIGHTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, July 13, 2021 at 4:30 p.m. Board members present were Monson, Radig, Ung, Wright (by phone), and De Witt. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Joshua Widman, Assistant County Attorney, and Patrick Gill, Auditor/Clerk to the Board.

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

1. Lucy and Adam Cameron, Danbury, discussed public notification requirements with the Board.
2. Motion by Radig second by Monson to approve the agenda for July 13, 2021. Carried 5-0. Copy filed.
- 8a. Bid letting was held at 4:45 p.m. relating to the 28th Street Development. The bids are as follows:

Sioux City Engineering	\$2,689,603.50
RP Constructors, LLC	\$3,258,775.78
Sub Surfco, LLC	\$3,164,027.40

Motion by De Witt second by Monson to receive the bids and return them to Building Services for recommendation. Carried 5-0.

- 8b. Motion by De Witt second by Radig to approve July 27th, 2021 at 4:45 p.m. as the set time to award the bid for the 28th Street Development Project. Carried 5-0. Copy filed.

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

3. To approve minutes of the July 6, 2021 meeting. Copy filed.
4. To approve the claims totaling \$644,460.31. Copy filed.
5. To approve the lifting of tax suspension for Karen Riedmann, 1518 Virginia ST., parcel #894721456003. Copy filed.
6. To approve the appointment of Randy Smith, Motor Grader Operator, Secondary Roads Dept., effective 07-14-21, \$24.85/hour. Job Vacancy Posted 5-11-21. Entry Level Salary: \$24.85/hour.; the appointment of Ian Klemke, Maintenance Technician, Building Services Dept., effective 07-19-21, \$21.18/hour. Job Vacancy Posted 2-24-21. Entry Level Salary: \$19.54-\$21.18/hour.; the separation of Ronald Freemont, Operations Officer - Paramedic, Emergency Services Dept., effective 07-20-21. Resignation.; the appointment of Carolina Ochoa, Civilian Jailer, County Sheriff Dept., effective 07-26-21, \$21.02/hour. Job Vacancy Posted 5-26-21. Entry Level Salary: \$21.02/hour.; and the reclassification of Matthew Verzani, Asst. County Attorney, County Attorney Dept., effective 07-26-21, \$99,558.00/year, 3.5.9%=\$3,350/yr. Per AFSCME Asst. County Attorney Contract agreement, from Step 10 to Step 11. Copy filed.

Carried 5-0.

7. Motion by Monson second by Ung to receive the Woodbury County's Certified Annual Financial Report for FY 2020. Carried 5-0. Copy filed.
- 9a. Bid letting was held for the replacement of bridge O102. The bids are as follows:

Dixon Construction, Correctionville, IA	\$335,988.40
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Motion by Radig second by Monson to receive the bids and return them to the County Engineer for recommendation. Carried 5-0. Copy filed.

- 9b. There was no action taken to award the bid for the replacement of bridge O102.

10. The Board heard reports on committee meetings.
11. There were no citizen concerns.
12. Board concerns were heard.

The Board adjourned the regular meeting until July 20, 2021.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION
MEMORANDUM**

TO: Board of Supervisors
FROM: Karen James, Board Administrative Assistant
RE: Consideration of a Petition for a Tax Suspension
DATE: July 14, 2021

Please consider this request for a tax suspension for B.A. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: July 20, 2021

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Arens, Sophia	County Sheriff	6-29-21	Civilian Jailer			S	Other.
Boggs, Jerry	Secondary Roads	7-12-21	Equipment Operator			S	Deceased.
Stoos, McKenzie	County Treasurer	7-26-21	Clerk II	\$22.80/hour	10.6%=\$2.20/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 4 to Grade 3/Step 5.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: July 20, 2021

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$21.02/hour		
Secondary Roads	Equipment Operator	CWA: \$24.55/hour		

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

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

July 14, 2021

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

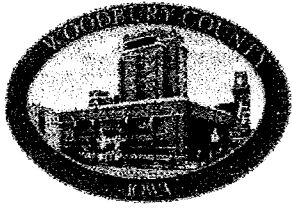
The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective July 21st, 2021. We request this be placed on the agenda for Tuesday July 20th, 2021, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

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

Chad Sheehan, Sheriff

cc: file



Woodbury County Secondary Roads Department

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

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

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

SECRETARY
Tish Brice
tbrice@sioux-city.org

To: Board of Supervisors
Human Resources Department

From: Mark Nahra, Woodbury County Engineer

Date: July 13, 2021

Subject: Correctionville District Maintenance Vacancy

With the death of Jerry Boggs from District 3-Correctionville, a vacancy is created in the secondary road department. Jerry's loss will leave us one equipment operator employee short of that staffing level in this district.

RECOMMENDATION: It is my recommendation that we fill the vacant equipment operator position at Correctionville. I would like to fill this position as quickly as possible.

Thank you for your consideration.

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

Date: 07/15/2021 Weekly Agenda Date: 07/20/2021

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas HR Director

WORDING FOR AGENDA ITEM:

Approval of the 2021 Annual Health and Wellness Fair

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The annual Health and Wellness Fair, scheduled for September 14th, will include benefit information, health and wellness booths, a healthy lunch and door prizes.

BACKGROUND:

This event has been approved in the past for the benefit of the employees and to further County goals of keeping our health care costs low.

FINANCIAL IMPACT:

Lunch will be served at an approximate cost of \$1,800.00 and will be paid from the health fund, the remainder of the health fair is at no cost to the County.

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

Yes No

RECOMMENDATION:

Approve the motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the annual Health and Wellness Fair

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

Date: 07/14/21 Weekly Agenda Date: 7/20/21

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

WORDING FOR AGENDA ITEM:

Consideration and approval for liquor license for Woodbury County Fair, Merville, Iowa

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

n/a

BACKGROUND:

n/a

FINANCIAL IMPACT:

Unknown at this time

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

Yes No

RECOMMENDATION:

Approve Motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve an application for a 14-Day Class B Beer License, with Outdoor Service and Sunday Sales privileges for Woodbury County Fair, effective 08/01/2021 through 08/14/2021.

**Office Of The
AUDITOR/RECORDER
Of Woodbury County**

PATRICK F. GILL
Auditor/Recorder



**Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101**

**Phone (712) 279-6702
Fax (712) 279-6629**

To: Board of Supervisors

From: Patrick F. Gill, Auditor & Recorder

Date: July 14, 2021

Subject: Liquor License Application for the Woodbury County Fair, Merville, Iowa.

Please approve and receive for signature, an applicaton for a 14-Day, Class B Beer License, with Outdoor Service and Sunday sales privileges, for the Woodbury County Fair, Merville, Iowa. The license would be effective 08/01/21 through 08/14/21.

Services <<https://directory.iowa.gov/service/Index?>

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(App-142592)

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Social <https://directory.iowa.gov/social/Index?ia_slv=1626289639844>

<https://www.iowa.gov/search/google?ia_slv=1626289639844>

License/Permit Type

NEED HELP ?

License or Permit Type

Class B Beer Permit

Length of License Requested (Choose one of the following):

14 Day

* (required) Tentative Effective Date

Aug 1, 2021

Services <<https://directory.iowa.gov/service/Index?>

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<https://www.iowa.gov/search/google?ia_slv=1626289639844>

Privileges / Sub-Permits

NEED HELP ?

License/Permit

Class B Beer Permit Selected

For taverns, bars, restaurants, etc. Allows commercial establishments to sell beer for on-premises consumption. Also allows carry-out sales of beer.

Sub-Permits

Class B Native Wine Permit Select

Allows for the sale of Iowa native wine for off-premises consumption. Sunday sales are included. No sales by the drink.

Class C Native Wine Permit Select

Allows for the sale of Iowa native wine for on-premises consumption. Also allows carry-out sales of Iowa native wine. Sunday sales are included.

Privileges

Outdoor Service Selected

Allows the selling/serving of alcoholic beverages permitted by the license/permit in a designated, adjacent outdoor area.

Sunday Sales Selected

Allows selling/serving of alcoholic beverages permitted by the license/permit on Sundays.

Living Quarters

Select

Separates private living quarters from the licensed premises; protects licensee/permittee from warrantless searches of living quarters.

*** (required) Please provide a description of the area you intend to use for the Outdoor Service Privilege and explain its relationship to the currently-licensed premises**

Beer garden/beer tent, located within the perimeter fence of our grandstand. No alcohol will be allowed outside

Services <<https://directory.iowa.gov/service/Index?>

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Premises

NEED HELP ?

Business Information

*** (required) Name of Legal Entity (The name of the individual, partnership, corporation or other similar legal entity that is receiving the income from the alcoholic beverages sold)**

WOODBURY COUNTY FAIR ASSOCIATION, INC.

*** (required) Name of Business (D/B/A)**

Woodbury County Fair Association Inc.

Indicate how the business will be operated

Nonprofit entity which has a principal office in the S

*** (required) Federal Employer ID #**

42-0608215

*** (required) Business Number of Secretary of State**

64887

Tentative Expiration Date

Aug 15, 2021

Premises Information

Please select here if your location is in an unincorporated town

Address of Premises:

Address or location

206 Fair Street, Merville, Iowa, Woodbury

Search by a location name or address to automatically populate the address fields below (optional)

*** (required) Premises Street**

Premises Suite/Apt Number

206 Fair Street

*** (required) Premises City**

Moville

Premises State

Iowa

*** (required) Premises Zip/Postal Code**

51039

Premises County

Woodbury

*** (required) Local Authority**

County of Woodbury

Control of Premises

Own

Is the capacity of your establishment over 200?

Yes

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

No

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

Yes

*** (required) # of Floors:**

1

of Bathrooms:

2+

Premises Type

Fairgrounds

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

Yes

Contact Information

*** (required) Contact Name**

Mary Thompson

Extension

*** (required) Business Phone**

(712) 490-4503

*** (required) Email Address**

woodburycofair@wiatel.net

Extension

*** (required) Phone**

- (712) 873-3707

Same as Premises Address

Mailing Address:

Address or location

PO BOX 369, Merville, Iowa, Woodbury

Search by a location name or address to automatically populate the address fields below (optional)

Mailing Street

PO BOX 369

Mailing Suite/Apt Number

Mailing City

Merville

Mailing State

Iowa

Mailing Zip/Postal Code

51039

Mailing County

Woodbury

Services <<https://directory.iowa.gov/service/Index?>

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Business Demographics

[NEED HELP ?](#)

Please provide ownership information for each of the following individuals as applicable:

- A person who, directly or indirectly, has an interest of 10% or more in the ownership or profits of the business.
- Each of the officers, directors, and partners of the business.
- A person who, directly or indirectly, owns or controls 10% or more of any class of the business's stock.

Mary Thompson ()

Position : Manager
SSN : XXX-XX-5941
US Citizen : Yes
Ownership : 0%
DOB : 1958-03-09

Services <<https://directory.iowa.gov/service/Index?>

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Criminal History

NEED HELP ?

Have you ever been convicted of a felony offense in Iowa or any other state of the United States? If you selected "yes", please list your violations below

No

Have any of the owners listed in the ownership screen ever been charged, arrested, indicted, convicted or received a deferred judgment for any violation of any state, county, city, federal or foreign law? All information shall be reported regardless of the disposition, even if dismissed or expunged. Include pending charges. DO NOT include traffic violations, except those that are alcohol related. If you selected "yes", please list your violations below.

No

Services <<https://directory.iowa.gov/service/Index?>

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Dramshop Verification

NEED HELP ?

Dram Shop

Iowa Communities Assurance Pool

Services <<https://directory.iowa.gov/service/Index?>

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Document Upload

[NEED HELP ?](#)

DOCUMENT NAME

Deed/Final Sales Contract or Lease

UPLOAD ACTION

Upload Files

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS

DOCUMENT NAME

Sketch

UPLOAD ACTION

Upload Files

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS



**SEMI-ANNUAL REPORT OF TINA M. BERTRAND, TREASURER OF WOODBURY COUNTY, IOWA
FOR THE PERIOD JAN 1, 2021 THROUGH JUN 30, 2021**

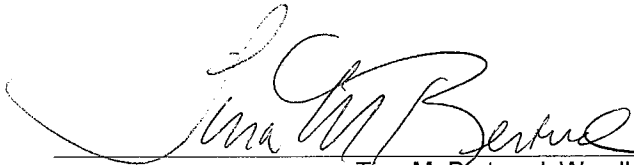
	Beginning Treasurer's Balance	Total Revenues	Total Expenses	Change in Outstanding	ENDING FUND BALANCE	Outstanding Bank Items
0001 - GENERAL BASIC	2,862,539.67	18,393,582.54	14,504,890.07	(74,653.35)	6,676,578.79	80,103.13
0002 - GENERAL SUPPLEMENTAL	4,913,172.50	5,950,374.23	9,810,101.30	(47,152.54)	1,006,292.89	16,886.92
0003 - GAMING REVENUES	329,867.68	270,635.83	406,639.99	20,683.00	214,546.52	20,683.00
0004 - STATE TAX CREDITS	24,538.80	1,253.00	-	-	25,791.80	-
0005 - America Rescue Plan Act	-	10,013,663.00	-	-	10,013,663.00	-
0006 - WOODBURY CENTENNIAL	100.00	-	-	-	100.00	100.00
0007 - SHERIFF'S TRAINING CENTER - LEASE PURCHASE	47,609.05	74,344.00	121,953.05	-	-	-
0008 - SHERIFF'S COMMISSARY FUND	124,048.84	28,575.15	2,322.42	(282.49)	150,019.08	-
0009 - SHERIFF'S ROOM & BOARD	257,222.56	89,271.68	-	-	346,494.24	-
0010 - COUNTY HEALTH SERVICES MH	545,023.81	1,822,403.36	2,019,291.70	(83.90)	348,051.57	-
0011 - RURAL BASIC	1,495,099.55	1,931,827.03	2,732,713.78	(8,191.92)	686,020.88	1,678.97
0012 - RURAL SERVICES SUPPLEMENTAL	-	-	-	-	-	-
0020 - SECONDARY ROADS	525,286.99	7,111,337.16	7,113,364.18	78,099.27	601,359.24	300,775.85
0021 - S.R. SPECIAL BRIDGE PROJ.	390,490.29	-	16,217.21	-	374,273.08	-
0022 - FEMA 4421	661,841.99	-	92,573.65	-	569,268.34	-
0023 - RESOURCE ENHANCEMENT REAP	226,724.26	-	111,541.07	-	115,183.19	-
0024 - RECORDER RECORD MANAGE.	188,839.11	9,218.88	530.84	-	197,527.15	-
0025 - Secondary roads Gravel Project	-	150,000.00	-	-	150,000.00	-
0028 - RECORDERS ELECTRONIC FEES	339.01	1.30	-	-	340.31	-
0029 - EMERGENCY PARAMEDIC SERV.	(120,969.57)	264,540.31	135,821.85	(357.40)	7,391.49	-
0030 - EMS LOAN	180,777.39	-	-	-	180,777.39	-
0031 - INFRASTRUCTURE/ECON. DEV.	324,480.11	320,001.52	353,371.00	(150,000.00)	141,110.63	-
0040 - TAX INCREMENT ACCOUNT	481,680.32	362,228.50	649,621.00	(11,763.00)	182,524.82	-
0057 - NATURE CENTER DEVELOPMENT	82,955.07	19,874.48	39,474.21	(10,066.94)	53,288.40	-
0058 - ANDERSON TRUST	36,787.12	9.47	-	-	36,796.59	-
0059 - EMS TRAINING	72,894.63	271.00	-	-	73,165.63	-
0061 - COUNTY LIBRARY	129,298.03	194,423.00	90,444.68	(781.44)	232,494.91	1,330.56
0067 - CONSERVATION RESERVE	462,135.16	319,957.82	565,150.17	(1,056.00)	215,886.81	-
0074 - CO. ATTORNEY FORFEITURE	144,489.89	5,612.83	965.12	730.00	149,867.60	730.00
0078 - SHERIFFS FORFEITURE	3,771.15	-	722.40	-	3,048.75	-
0080 - DARE/DONATIONS	1,064.94	-	-	-	1,064.94	-
0081 - SHERIFF'S RESERVE	12,581.82	100.00	1,371.40	-	11,310.42	-
0082 - SHERIFF'S RESTRICTED DON.	13,784.15	7,740.90	7,109.81	-	14,415.24	-
0083 - 12% CO. FINE COLLECTIONS	96,946.49	34,180.80	219.50	-	130,907.79	-
0086 - SCAAP FY 13-14	(772.10)	-	-	-	(772.10)	-
0090 - OLD FUND 290	(0.50)	-	-	-	(0.50)	-

	Beginning Treasurer's Balance	Total Revenues	Total Expenses	Change in Outstanding	ENDING FUND BALANCE	Outstanding Bank Items
0091 - JAG 2015-DJ-BX-0680	(24,188.00)	-	-	-	(24,188.00)	-
0092 - 2018 SCAAP	16,449.19	-	13,245.47	-	3,203.72	-
0093 - 2019 SCAPP	31,464.00	-	-	-	31,464.00	-
0094 - 2017 JAG GRANT	(16,125.00)	-	-	-	(16,125.00)	-
0095 - COVID DOJ Grant	-	-	35,267.45	-	(35,267.45)	-
0096 - 2018 JAG GRANT	(20,300.00)	40,600.00	20,300.00	-	-	-
0097 - SCAAP - 2016-AP-BX-0523	-	-	-	-	-	-
0098 - JAG PROGRAM 2012-2016	40,313.00	-	-	-	40,313.00	-
0100 - DRAINAGE DIST. - SUPERV.	49,546.12	3,027.46	33,511.74	32,890.82	51,952.66	-
1500 - COUNTY BLDGS. & PROP. CIP	260,740.80	1,983,281.33	1,181,121.07	(137,655.31)	925,245.75	55,307.48
1501 - LEC - CIP	(4,723.97)	7,207.50	8,900.00	-	(6,416.47)	-
2000 - DEBT SERVICE	621,006.48	970,453.71	1,525,998.36	-	65,461.83	-
4000 - EMERGENCY MANAGEMENT	164,692.10	99,165.93	162,445.25	(3,260.04)	98,152.74	461.39
4010 - E-911 SURCHARGE	469,351.20	319,404.04	270,698.78	(4,855.94)	513,200.52	604.19
4100 - COUNTY ASSESSOR	462,214.81	368,225.65	400,014.50	35,147.26	465,573.22	37,193.31
4101 - 4101	-	-	-	-	-	-
4102 - COUNTY ASSESSOR-UNEMP. CO	-	-	-	-	-	-
4110 - CITY ASSESSOR	616,050.31	578,839.41	607,416.79	(33,729.45)	553,743.48	5,278.01
4111 - CITY ASSESS.-FICA & IPERS	-	-	-	-	-	-
4112 - CITY ASSESSOR-UNEMP. CO	-	-	-	-	-	-
4113 - CITY ASSESSOR-TORT LIAB	-	-	-	-	-	-
4140 - AGRICULTURAL EXTENSION	5,670.59	276,062.94	275,045.21	-	6,688.32	-
4150 - 4150	-	-	-	-	-	-
4200 - SCHOOL DISTRICTS	597,130.43	29,140,499.52	29,011,572.02	-	726,057.93	-
4273 - DISTRICT HEALTH	1,394,552.28	3,811,809.18	3,444,804.21	(6,476.97)	1,755,080.28	4,829.36
4300 - COMMUNITY COLLEGE AREA 12	41,127.31	2,002,202.11	1,994,821.23	-	48,508.19	-
4400 - CORPORATIONS	512,948.88	31,201,209.18	30,793,711.64	-	920,446.42	-
4450 - SPECIAL ASSESSMENTS	3,816.63	73,833.33	25,103.63	-	52,546.33	-
4700 - TOWNSHIPS	10,235.03	356,699.18	359,707.07	-	7,227.14	-
4750 - Construction Law Enforcement Authority	24,416,431.31	6,254.41	3,929,185.39	6,116.00	20,499,616.33	6,116.00
4751 - Maintenance Fund - LE Authority	-	-	-	-	-	-
4763 - STARCOMM PROGRAM	112,246.60	158,659.30	164,668.32	24,897.18	131,134.76	25,467.71
4787 - COURTHOUSE FOUNDATION	12,107.58	-	-	-	12,107.58	-
4800 - BRUCELLOSIS & TUBERCULOSIS ERADICATION	759.00	6,109.44	6,086.92	-	781.52	-
5010 - MOTOR VEHICLE	3,572,550.79	9,490,145.96	9,662,716.58	(2,660.00)	3,397,320.17	5,320.00
5020 - USE TAX	(744,257.69)	7,124,695.54	6,880,229.42	-	(499,791.57)	-
5040 - 5040	-	-	-	-	-	-
5060 - BANKRUPTCY MONIES	6,017.90	-	-	-	6,017.90	-
5070 - SHERIFF'S CONDEMNATION	8,921.70	-	-	-	8,921.70	-
5080 - UNCLAIMED PROPERTY	3,747.19	-	-	-	3,747.19	-
5090 - TAX IN ADVANCE - ACH	287,580.82	805,523.73	1,913.00	-	1,091,191.55	-
5100 - UNAPPORTIONED TAX - HOLDING FUND	62,398.56	-	-	-	62,398.56	-

	Beginning Treasurer's Balance	Total Revenues	Total Expenses	Change in Outstanding	ENDING FUND BALANCE	Outstanding Bank Items
5110 - MONEYS AND CREDITS	12,168.00	-	-	-	12,168.00	-
5130 - TREASURERS TAX REDEMPTION	1,139,621.77	1,509,179.90	1,512,689.55	136,405.06	1,272,517.18	1,246,180.62
6000 - TRUSTEE DRAINAGE FUND	-	-	-	-	-	-
6776 - TRUSTEE DRAINAGE CONTROL FUND 6776	152,801.38	17,095.16	51,522.99	22,842.95	141,216.50	312.50
6777 - TRUSTEE DRAINAGE CONTROL FUND 6777	333,618.30	1,299.19	69,324.77	43,854.48	309,447.20	2,085.71
6778 - TRUSTEE DRAINAGE CONTROL FUND 6778	17,726.91	2,771.61	15,563.49	-	4,935.03	-
7500 - RECORDER'S FEES FUND	701,960.05	503,102.40	666,004.73	(555,136.65)	(16,078.93)	-
7501 - RECORDERS ELECTRONIC FEE	3,083.00	4,668.00	4,356.00	-	3,395.00	-
7550 - DNR LICENSING	130,314.71	201,473.10	174,322.76	-	157,465.05	110,885.00
7600 - 7600	-	-	-	-	-	-
8792 - FLEX BENEFIT FUND	16,142.90	97,920.09	115,082.67	2,113.73	1,094.05	2,113.73
8926 - SELF INSURANCE LIAB./PROP	(356.89)	802,841.66	616,327.70	(1,840.14)	184,316.93	494.00
8927 - OTHER EMPLOYEE SELF INSUR	178,825.01	119,393.86	117,855.56	-	180,363.31	-
8928 - SELF HEALTH COUNTY INSUR	2,823,286.68	3,107,662.61	3,213,928.07	98,979.35	2,816,000.57	99,770.81
8930 - OFFICE SUPPLIES - I.S.	(1,947.78)	5,520.00	16,500.00	-	(12,927.78)	-
9990 - 9990	-	-	-	-	-	-
9999 - POOLED CASH	614.28	-	-	-	614.28	614.28
Z004 - 004	-	-	-	-	-	-
Z005 - 005	-	-	-	-	-	-
Z106 - 106	-	-	-	-	-	-
Z222 - 222	-	-	-	-	-	-
Z230 - 230	-	-	-	-	-	-
Z235 - 235	-	-	-	-	-	-
Z265 - 265	-	-	-	-	-	-
Z293 - 293	769.93	-	-	-	769.93	-
Z349 - 349	-	-	-	-	-	-
Z354 - 354	-	-	-	-	-	-
Z355 - 355	-	-	-	-	-	-
Z358 - 358	-	-	-	-	-	-
Z770 - 770	-	-	-	-	-	-
Z772 - 772	-	-	-	-	-	-
Z782 - 782	-	-	-	-	-	-
Z784 - 784	-	-	-	-	-	-
Z786 - 786	-	-	-	-	-	-
Z996 - 996	-	-	-	-	-	-
County Totals:	52,993,752.41	142,572,264.22	136,158,372.74	(547,244.38)	58,860,399.51	2,025,322.53

Iowa County Treasurer's Semi-Annual Report for Period January 1, 2021 to June 30, 2021

Beginning Treasurer' s Balance	\$ 52,993,752.41
Expenses:	\$ 136,158,372.74
Total Expenses:	\$ 136,158,372.74
Change in Outstanding:	\$ (547,244.38)
Revenues	\$ 142,572,264.22
Total Revenues	\$ 142,572,264.22
Actual Ending Treasurer' s Balance	\$ 58,860,399.51



Tina M. Bertrand, Woodbury County Treasurer

Office Of The
AUDITOR/RECORDER
Of Woodbury County

PATRICK F. GILL
Auditor/Recorder



Court House – Rooms 103
620 Douglas
Sioux City, Iowa 51101

Phone (712) 279-6702
Fax (712) 279-6629

AUDITOR'S QUARTERLY REPORT

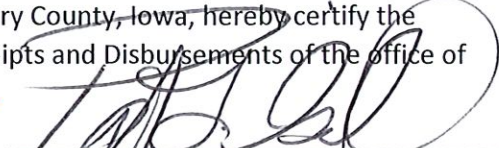
April 1, 2021/ June 30, 2021

Patrick F. Gill, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	<u>April 1, 2021</u>		
Payroll Taxes		285,804.93	
Other		<u>1,079.90</u>	
Total Beginning Balance			286,884.83
Receipts:			
Payroll Taxes		2,400,576.37	
Interest		35.66	
Other		<u>-</u>	
Total Receipts			<u>2,400,612.03</u>
Total Resources			2,687,496.86
Disbursements:			
Payroll Taxes		2,394,813.34	
Interest Paid to Treasurer		24.73	
Other		<u>-</u>	
Total Disbursements			2,394,838.07
Ending Cash Balance	<u>June 30, 2021</u>		
Payroll Taxes		291,567.96	
Other		<u>1,090.83</u>	
Total Ending Balance			292,658.79

I, Patrick F. Gill, County Auditor/Recorder of Woodbury County, Iowa, hereby certify the above to be a true and correct statement of the Receipts and Disbursements of the office of County Auditor for the 4th Quarter ending 06/30/21.



Patrick F. Gill, County Auditor/Recorder

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION THANKING AND COMMENDING

Mark Perez

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Mark Perez has capably served Woodbury County as an employee of the Woodbury County Sheriff's Office for 37 years from July 3, 1984 to September 1, 2021

WHEREAS, the service given by Mark Perez as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

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

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

BE IT SO RESOLVED this 20th day of July 2021.

WOODBURY COUNTY BOARD OF SUPERVISORS

Rocky L. De Witt, Chairman

Keith W. Radig, Member

Mark A. Monson, Member

Matthew A. Ung, Member

Justin Wright, Member

Attest:

Patrick F. Gill, Woodbury County Auditor

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

Date: 7/15/21 Weekly Agenda Date: 7/20/21

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

WORDING FOR AGENDA ITEM:

Schedule Public Hearings for the Proposed Zoning Ordinance Map Amendment to Parcels 884704302005 and 884704302006.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

This item requests the Board to set the date and time for 3 public hearings for a proposed zoning ordinance map amendment for Parcels 884704302005 and 884704302006.

BACKGROUND:

JAB Holding Co. LLC owner of the Elk Creek Animal Hospital has submitted a Zoning Ordinance Map Amendment application to rezone Parcels 884704302005 and 884704302006 to the General Commercial (GC) Zoning District to facilitate the construction of a new veterinarian hospital to replace their current facility. Parcel 884704302005 is located in the Agricultural Preservation (AP) Zoning District and Parcel 884704302006 is located in the Suburban Residential (SR) Zoning District. Both parcels are located in the N 1/2 of the SW 1/4 of Sec. 4, T88N R47W (Woodbury Township) and neither are not located in the floodplain. Once rezoned, the two parcels will be combined in to one unified parcel.

FINANCIAL IMPACT:

0

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

Yes No

RECOMMENDATION:

Set the date and time for 3 public hearings for the proposed Zoning Ordinance Map Amendment for Parcels 884704302005 and 884704302006.

Tuesday, 08/03/21, 4:45 PM
Tuesday, 08/10/21, 4:45 PM
Tuesday, 08/17/21, 4:45 PM

ACTION REQUIRED / PROPOSED MOTION:

Motion to set the date and time for 3 public hearings for the proposed Zoning Ordinance Map Amendment for Parcels 884704302005 and 884704302006.

Tuesday, 08/03/21, 4:45 PM
Tuesday, 08/10/21, 4:45 PM
Tuesday, 08/17/21, 4:45 PM

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

Date: 7/15/21 Weekly Agenda Date: 7/20/21

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

WORDING FOR AGENDA ITEM:

Schedule Public Hearings for the Proposed Zoning Ordinance Map Amendment to Parcel 884724300005.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

This item requests the Board to set the date and time for 3 public hearings for a proposed zoning ordinance map amendment for Parcel 884724300005.

BACKGROUND:

Lieber Properties, LLC, owner of Parcel 884724300005 has filed a Zoning Ordinance Map Amendment to rezone this parcel from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District to facilitate a concurrent minor subdivision application for the purpose of establishing the Davis Estates Addition, a seven residential lot minor subdivision. The rezoning is required as the Zoning Ordinance does not allow more than two single-family dwellings per quarter-quarter section in the AP Zoning District. The proposed subdivision also involves the adjacent parcel (884724300004) which is already zoned AE. Parcel 884724300005 is located in Section 24, E 1/2, SW 1/4, T88N R47W (Woodbury Township). Portions of the NE and SE area of the parcel are located in the Zone A floodplain.

FINANCIAL IMPACT:

0

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

Yes No

RECOMMENDATION:

Set the date and time for 3 public hearings for the proposed Zoning Ordinance Map Amendment for Parcel 884724300005.

- Tuesday, 08/03/21, 4:45 PM
- Tuesday, 08/10/21, 4:45 PM
- Tuesday, 08/17/21, 4:45 PM

ACTION REQUIRED / PROPOSED MOTION:

Motion to set the date and time for 3 public hearings for the proposed Zoning Ordinance Map Amendment for Parcel 884724300005.

- Tuesday, 08/03/21, 4:50 PM
- Tuesday, 08/10/21, 4:50 PM
- Tuesday, 08/17/21, 4:50 PM

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

Date: 07/15/2021 Weekly Agenda Date: 07/20/2021

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

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Dr. Michael Weber of Iowa State University has requested a permit to work in the right of way to install fish monitors on two county bridges in the Little Sioux River watershed.

BACKGROUND:

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. The permittee has requested a permit to place electronic sensors on county bridge piers to monitor fish passage on the river.

FINANCIAL IMPACT:

No impact

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

Yes No

RECOMMENDATION:

Recommend approval of the permit for Dr. Michael Weber/Iowa State University.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way for Dr. Michael Weber/Iowa State University and to direct the chair to sign the permit.

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

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

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

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

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

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

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

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 1 day of _____ September _____, 2021.

Entered into this _____ day of _____, 2021.

Michael Weber
Signature of Property Owner or Authorized Representative

Woodbury County Engineer

Chair, Woodbury County Board of Supervisors

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

Date: 7/15/2021 Weekly Agenda Date: 7/20/2021

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

WORDING FOR AGENDA ITEM:

Award bid for project number L-B(O102)--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 type="checkbox"/> |

EXECUTIVE SUMMARY:

The county engineer has prepared plans for the replacement of bridge O102. The project letting was July 13, 2021. The county engineer is recommending award of the bid.

BACKGROUND:

The County Engineer has prepared plans for replacing an existing 3-ton bridge with a new cast in place or precast concrete box culvert.

FINANCIAL IMPACT:

The project is paid for with local Woodbury County 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:

I recommend that the Board award the bid to Dixon Construction.

ACTION REQUIRED / PROPOSED MOTION:

Motion to award bid to Dixon Construction for \$335,988.40.

TABULATION OF BIDS

PROJECT NO. L-B(O102)-73-97
 LETTING: TUESDAY, JULY 13, 2021
 RCB Culvert
 IN SECTIONS 28 T87N, R43W

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

ITEM NO.	ITEM	QUANTITIES	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Clearing and Grubbing	0.4 Acre	\$ 5,000.00	\$ 2,000.00	\$ 7,000.00	\$ 2,800.00	\$ 1,300.00	\$ 520.00	\$ -	\$ -	\$ -	\$ -
2	Embankment In Place	1,750 CY	\$ 9.00	\$ 15,750.00	\$ 17.00	\$ 29,750.00	\$ 11.00	\$ 19,250.00	\$ -	\$ -	\$ -	\$ -
3	Excavation Class 10 Channel	232 Ton	\$ 14.00	\$ 3,248.00	\$ 7.00	\$ 1,624.00	\$ 4.00	\$ 928.00	\$ -	\$ -	\$ -	\$ -
4	Granular Surface on Road	90 Ton	\$ 35.00	\$ 3,150.00	\$ 52.00	\$ 4,680.00	\$ 35.00	\$ 3,150.00	\$ -	\$ -	\$ -	\$ -
5	Removal of Existing bridge	1 CY	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
6	Granular Backfill	100 CY	\$ 40.00	\$ 4,000.00	\$ 100.00	\$ 10,000.00	\$ 60.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
7	Excavation Class 20	2014 CY	\$ 10.00	\$ 20,140.00	\$ 10.00	\$ 20,140.00	\$ 5.00	\$ 10,070.00	\$ -	\$ -	\$ -	\$ -
8	Structural Concrete (RCB Culvert)	189 CY	\$ 515.00	\$ 97,335.00	\$ 595.00	\$ 112,455.00	\$ 465.00	\$ 87,885.00	\$ -	\$ -	\$ -	\$ 18,900.00
9	Reinforcing Steel	25921 lbs	\$ 1.50	\$ 38,881.50	\$ 1.40	\$ 36,289.40	\$ 1.05	\$ 27,217.05	\$ -	\$ -	\$ -	\$ -
10	Culvert CMP 24"	40 LF	\$ 125.00	\$ 5,000.00	\$ 70.00	\$ 2,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Temporary Stream Diversion	1 Each	\$ 2,500.00	\$ 2,500.00	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00
12	Concrete Grout for Revetment	5 CY	\$ 750.00	\$ 3,750.00	\$ 500.00	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Revetment Class E	65 Ton	\$ 60.00	\$ 3,900.00	\$ 70.00	\$ 4,550.00	\$ 65.00	\$ 4,225.00	\$ -	\$ -	\$ -	\$ -
14	Fence Field	200 LF	\$ 18.00	\$ 3,600.00	\$ 14.00	\$ 2,800.00	\$ 15.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
15	Field Fence Brace Panels	4 Each	\$ 900.00	\$ 3,600.00	\$ 250.00	\$ 1,000.00	\$ 300.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -
16	Safety Closure	2 Each	\$ 600.00	\$ 1,200.00	\$ 300.00	\$ 600.00	\$ 150.00	\$ 300.00	\$ -	\$ -	\$ -	\$ -
17	Traffic Control	1 LS	\$ 1,500.00	\$ 1,500.00	\$ 5,200.00	\$ 5,200.00	\$ 2,750.00	\$ 2,750.00	\$ -	\$ -	\$ -	\$ -
18	Mobilization	1 LS	\$ 50,000.00	\$ 35,000.00	\$ 57,000.00	\$ 57,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ 27,000.00	\$ 27,000.00
19	Mulching	0.4 Acre	\$ 2,500.00	\$ 1,000.00	\$ 2,250.00	\$ 900.00	\$ 2,000.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -
20	Seeding and Fertilizing (Rural)	0.4 Acre	\$ 2,500.00	\$ 1,000.00	\$ 2,250.00	\$ 900.00	\$ 2,000.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -
TOTAL				\$ 271,554.50		\$ 335,988.40						

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

Date: 07/15/2021 Weekly Agenda Date: 07/20/2021

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra/Dan Heissel

WORDING FOR AGENDA ITEM:

Consider approval of a project agreement with Hungry Canyons Alliance for the improvement of an intake structure in the Oak Ridge area

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

A Hungry Canyons grant was sought to assist in paying for repairs in a Woodbury County Conservation park property. The grant agreement is presented for approval.

BACKGROUND:

The Board is required to sign a project agreement with the Hungry Canyons for projects funded by the organization. The funding is to repair a damaged embankment and intake structure near Smithland. The bridge will be constructed in the 2021 construction season.

FINANCIAL IMPACT:

Hungry Canyons funding is providing \$70,050 based on the estimated \$87,563 project cost. The balance of the project cost, if necessary, would be funded through the Woodbury County Conservation Department.

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 Hungry Canyons project agreement and direct the chair to sign the agreement.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the Hungry Canyons project agreement and direct the chair to sign the agreement.

STATE: Iowa
PROJECT PLAN: Hungry Canyons Stream Channel Stabilization
GRANT AGREEMENT NO. 21-11
LOCATION: Little Sioux R. Trib., Sec. 1, T86N, R44W, Woodbury County

Hungry Canyons Alliance

PROJECT AGREEMENT

THIS AGREEMENT, made this 7th day of July, 2021, by and between Woodbury County, called the Sponsor, and the Hungry Canyons Alliance, hereafter known as HCA.

WITNESSED THAT:

WHEREAS, under the provision of Chapter 161D, Code of Iowa, the Hungry Canyons Alliance is authorized to assist the Sponsor in measures related to the unique natural resources, rural development and infrastructure problems of counties in the deep loess soil region of western Iowa.

NOW THEREFORE, in consideration of the premises and of several promises to be faithfully performed by the parties hereto as set forth, the Sponsor and Hungry Canyons Alliance do hereby agree as follows:

- A. It is agreed that the following described work is to be performed at a total estimated cost of \$87,562.64. This amount includes survey, engineering, construction, inspection, and administration of:

Construction of stream channel stabilization structure(s) as proposed in the project application(s) labeled Attachment C to this agreement.

B. THE SPONSOR WILL:

1. Contract for and complete construction of the works of improvement described in Attachment C.
2. Accept responsibility for land and water rights acquisition, survey, design, construction inspection, contract administration, and cost above that provided in C.1. for construction of the works of improvement described in Attachment C. The Sponsor's share will constitute a minimum of 20% of the total cost of the works of improvement described in Attachment C.
3. Accept all financial and other responsibility for excess costs resulting from their failure to obtain or their delay in obtaining adequate land and water rights, permits, and licenses needed for the work described in Attachment C.

4. Accept responsibility for the operation, maintenance and repairs of the structure unless it is determined by HCA and the Sponsor that the cost of repair exceeds the learned benefits of the repaired structure.
5. Hold and save the HCA free from any and all claims or causes of action whatsoever resulting from the obligations undertaken by the Sponsor under this agreement or resulting from work provided for in this agreement.
6. Accept responsibility for performing and keeping records regarding the operation and maintenance of works described in Attachment C and provide necessary facilities, administrative and bookkeeping personnel, and legal counsel for the provision of financial and technical assistance to support installation of grade stabilization measures as described in Attachment C.
7. Prepare a design, construction plans, and construction specifications in accordance with standard engineering principles. The design, construction plans, and construction specifications shall be reviewed and approved by a professional engineer registered in the State of Iowa.
8. Ensure that all contracts for design and construction services will be procured in accordance with procedures prescribed in the Code of Iowa applicable to the Sponsor.
9. Ensure that any special requirements for compliance with environmental and/or cultural resource laws are incorporated into the project.
10. Retain all records pertaining to all work performed in Attachment C for three (3) years from the date of the submission of the final request for reimbursement or until final audit findings have been resolved, whichever is longer.
11. Require that a professional engineer registered in the State of Iowa certify that the project was installed in accordance with the plans and specifications.
12. Request reimbursement from the HCA by submitting a Request for Reimbursement form.
13. Administer their action under this agreement in accordance with 7 CFR 3015, CFR 3016, CFR 3017, CFR 3018, CFR 3052, and OMB Circulars A-102, A-87, and A-133.
14. Comply with the requirements of Attachment A and Attachment B - SPECIAL PROVISIONS which are made a part of this agreement. Attachment A describes Drug Free Workplace and Clean Air and Water requirements. Attachment B describes equal opportunity and nondiscrimination requirements.
15. Comply with Hungry Canyons Cost-Share Program Administrative Procedures labeled Attachment D to this agreement.
16. Issue Internal Revenue Service (IRS) Form 1099 G, Statement for Recipients of Government Payments to the participant and to IRS as required by IRS regulations.

C. HCA WILL:

1. Provide a maximum of \$70,050 for total construction costs of the works of improvement described in Attachment C. The HCA share will constitute a maximum of 80% of the total cost of the works of improvement described in Attachment C.
2. Provide advice and counsel as needed with the technical and contractual administration of this agreement at the request of the Sponsor.
3. Upon notification of the completion of construction, HCA shall promptly review the performance of Sponsor to determine if it has met the requirements of this agreement and fund expenditures as agreed.
4. Pay the Sponsor pursuant to this agreement with request submitted on HCA Request for Reimbursement form.

D. IT IS MUTUALLY AGREED:

1. All work under this agreement will be completed by June 30, 2023.
2. This agreement shall be effective on the date appearing in the first paragraph and shall continue in effect until the purpose of the agreement has been fulfilled or until the agreement expires on the date set forth in D.1.
3. Failure to properly design or construct a project receiving HCA funding will result in 10% of the final reimbursement being withheld and no approval of further county projects for HCA funding until the project has been fixed to accepted standards. All counties are encouraged to contact and work closely with the HCA project director to avoid this situation. All counties are to use the HCA weir design and construction checklist to help assure a good final product.
4. The furnishing of financial and other assistance by the HCA is contingent on the availability of funds appropriated by State Legislature from which payment may be made and shall not obligate the HCA upon failure of the Congress to appropriate funds.
5. HCA may terminate this agreement in whole or in part when it is determined by HCA that the Sponsor has failed to comply with any of the conditions of this agreement. The HCA shall promptly notify the Sponsor in writing of the determination and reasons for the termination, together with the effective date. Payments or recoveries made by HCA under this termination shall be in accord with the legal rights and liabilities of HCA and the Sponsor.
6. This agreement may be temporarily suspended by HCA if it determines that corrective action by the Sponsor is needed to meet the provisions of this agreement. Further, HCA may suspend this agreement when it is evident that a termination is pending.
7. The terms and conditions of this agreement are subject to modification by amendment agreed to in writing by both HCA and the Sponsor.

8. If any part of this agreement is found to be void and unenforceable, then the remaining provisions of this agreement shall remain in effect.
9. The contract for constructing the work described in Attachment C will not be awarded by the Sponsor to any company in which any official of the Sponsor or any member of such an official's immediate family has direct or indirect interest in the pecuniary profits or contracts of such company.
10. This agreement, as set forth on pages 1-4, constitutes the entire agreement between Hungry Canyons Alliance and the Sponsor. No representations, promises, or warranties have been made by either party that are not fully expressed in this agreement.
11. The program or activities conducted under this agreement will be in compliance with the nondiscrimination provisions as contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975 and Americans with Disabilities Act of 1990. They shall also be in accordance with regulations of the Secretary of Agriculture (7 CFR 15, Subparts A & B), which provide that no person in the United States shall, on the grounds of race, color, national origin, gender, religion, age, disability, political beliefs, marital or familial status, or sexual orientation, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance from the Department of Agriculture or any agency thereof.

E. THIS AGREEMENT IS APPROVED AND HEREBY DULY EXECUTED BY:

By: _____
Chair, Woodbury County Board of Supervisors

Date: _____

HUNGRY CANYONS ALLIANCE

By: _____
Chair, Hungry Canyons Alliance Board of Directors

Date: _____

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

Date: 07/15/2021 Weekly Agenda Date: 07/20/2021

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

WORDING FOR AGENDA ITEM:

Approve contract for gravel production at Briese Pit

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The county engineer received a quotation for the excavation and production of gravel at the Briese Pit south of Correctionville. Contract is returned for approval.

BACKGROUND:

We are working with Pat Briese to produce gravel at the north end of the Briese Pit and have negotiated a price for gravel production at the pit. It is brought to the board for approval.

FINANCIAL IMPACT:

The project is paid for with local Woodbury County 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:

I recommend that the Board approve the contract for gravel production with Bedrock Gravel.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the contract for gravel production with Boulder Gravel for \$75,000.00.



WOODBURY COUNTY, IOWA
CONTRACT

Kind of Work Gravel Crush and Stock Pile
Project No. Gravel Crushing Briese Pit 2021 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Rocky De Witt, Matthew Ung, Keith Radig, Justin Wright and Mark Monson Contracting Authority, and Bedrock Gravel, Denison, IA, Contractor.

WITNESSETH: That the Contractor, for and in consideration of Seventy Five Thousand and 00/100 (\$75,000.00)

Payable as set forth in the specifications constituting a part of this contract, hereby agrees to produce in accordance with Woodbury County Gravel gradations and scope of work for gravel production. Payment of work as follows:

Table with 5 columns: Item No., Item, Quantity, Unit Price, Amount. Row 1: 1. Gravel, Crush and stock pile on site, 20,000 Ton, \$3.75, \$75,000.00. Summary row: TOTAL BID \$75,000.00

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 May 14, 2021

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. Gravel Crushing and Stock Pile Briese Pit 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. Specified Starting Date: July 20, 2021

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

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

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

Approved:

By Contractor: Bedrock Gravel

By Contracting Authority: Woodbury County Board Chairperson

Date

Date

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

Date: 7/15/2021 Weekly Agenda Date: 7/20/2021

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Rebecca Socknat, EMA

WORDING FOR AGENDA ITEM:

EMA request for WCICC phones.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

To approve proposal for EMA to receive approximately 40 phones from WCICC.

BACKGROUND:

WITCC is changing their phone systems the end of July. EMA has been left with the decision to utilize the new college system (\$11 per line per month) or utilize the county's phone system. EMA has been working closely with WCICC for the best solution. The solution would be to switch to the county's phone system and utilize older phones which have been replaced from other county departments.

FINANCIAL IMPACT:

This will save thousands of dollars so EMA does not have to purchase new desk phones for the WCJEOC. This will also save on reoccurring monthly phone service charges.

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:

To approve EMA receiving approximately 40 phones from WCICC.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve EMA request for WCICC phones

Grant Township Board of Trustees Meeting

Tuesday, July 20, 2020. 4:30 pm

Board of Supervisors Meeting Room, Courthouse Lower Level

Tentative Agenda

Call to Order

Approval of the Agenda

Election of Chairperson

Authorize the Chairman to Sign Liability Insurance Application

Approval of Payment of the Liability Insurance Fee

Consideration of Establishing Cemetery Board for Grant Township and Appointing Members

Consideration of Communication Protocol with the Township Clerk

Adjournment

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

Date: 7/15/2021 Weekly Agenda Date: 7/20/2021

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

WORDING FOR AGENDA ITEM:

28th Street Development Project (LEC Off-site Improvements)-
Discuss & Act upon Project Bid Alternates

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

Bids for the project include 3 alternates to be decided upon; Alt #1 -Remove Curbs, Gutters, Storm Sewer, Alt. #2 -Mill & Overlay Asphalt Hwy. 75 to Mobile Park, & Alt. #3 -Install Asphalt vs Concrete

BACKGROUND:

Competitive bids were submitted by three Contracting firms & then officially received by the Board of Supervisors on July 13th, 2021.

FINANCIAL IMPACT:

Alternate #1- Project Bid Deduct (-\$235,280.00)
Alternate #2- Project Bid Add (\$104,560.00)
Alternate #3- Project Bid Deduct (-\$67,824.40)

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:

Discuss & take action on each alternate.
Alternate #1- do not accept. Alternate #2- requires discussion Building Services, Baker Group, & Toth Engineering, would recommend accepting stipulating in good faith effort Woodbury County would equally share costs with City of Sioux City. Alternate #3- Reject & do not accept.

ACTION REQUIRED / PROPOSED MOTION:

Motion to Act upon Project Alternate #1
Motion to Act upon Project Alternate #2
Motion to Act upon Project Alternate #3

MINUTES AUTHORIZING ADOPTION OF AMENDED AND RESTATED POLICIES AND PROCEDURES REGARDING MUNICIPAL SECURITIES DISCLOSURE

424093

Sioux City, Iowa

July 20, 2021

The Board of Supervisors of Woodbury County, Iowa, met on July 20, 2021, at ____ o'clock __.m. at the _____, Sioux City, Iowa.

[If the Board of Supervisors is meeting electronically, please complete the following two paragraphs. Otherwise, strike through]

The Board of Supervisors met electronically via _____, which was accessible at the following:

[Insert electronic access information]

The Board of Supervisors conducted this meeting electronically due to federal and state government recommendations in response to COVID-19 pandemic conditions. Electronic access information was included in the posted agenda of this public meeting.

The Chairperson presided and the roll was called showing the following members of the Board present and absent:

Present: _____

Absent: _____.

Board Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Board Member _____; and after due consideration thereof by the Board of Supervisors, the Chairperson put the question upon the adoption of the said resolution and the roll being called, the following named Board Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Chairperson declared the resolution duly adopted as hereinafter set out.

RESOLUTION NO. _____

Resolution Authorizing Adoption of Amended and Restated Policies and Procedures Regarding Municipal Securities Disclosure

WHEREAS, pursuant to the laws of the State of Iowa, Woodbury County, Iowa (the "County") has publicly offered, and likely will issue and publicly offer in the future, its notes, bonds or other obligations (the "Bonds"); and

WHEREAS, as a result of certain changes in federal law, the County has determined that any Policies and Procedures Regarding Municipal Securities Disclosure that may have been adopted in the past to be followed in connection with the issuance and on-going administration of publicly offered Bonds (the "Prior Policy") shall be overridden and replaced by a new policy; and

WHEREAS, the proposed Amended and Restated Policies and Procedures Regarding Municipal Securities Disclosure are attached hereto as Exhibit A (the "Disclosure Policies and Procedures");

NOW, THEREFORE, Be It Resolved by the Board of Supervisors of Woodbury County, Iowa, as follows:

Section 1. The Disclosure Policies and Procedures attached hereto as Exhibit A are hereby adopted and shall be dated as of the date hereof.

Section 2. The Prior Policy, if any, is hereby overridden and replaced by the Disclosure Policies and Procedures.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved July 20, 2021.

Chairperson

Attest:

County Auditor

•••••

At the conclusion of the meeting, and upon motion and vote, the Board of Supervisors adjourned.

Chairperson

Attest:

County Auditor

ATTESTATION CERTIFICATE:

STATE OF IOWA

SS:

COUNTY OF WOODBURY

I, the undersigned, County Auditor of Woodbury County, Iowa, do hereby certify that attached hereto is a true and correct copy of the proceedings of the Board of Supervisors relating to the County's adoption of the Policies and Procedures Regarding Municipal Securities Disclosure.

WITNESS MY HAND this _____ day of _____, 2021.

County Auditor

Exhibit A

**AMENDED AND RESTATED
POLICIES AND PROCEDURES RE: MUNICIPAL SECURITIES DISCLOSURE**

[see attached]

Woodbury County, Iowa

POLICIES AND PROCEDURES RE: MUNICIPAL SECURITIES DISCLOSURE

As an issuer of municipal securities (bonds and/or notes, referred to herein as “Bonds”), Woodbury County (the “Issuer”) has adopted the policies and procedures set forth herein (collectively, the “Disclosure Policy”) to guide the Issuer’s actions with respect to complying with (1) the disclosure document (often referred to as the “official statement”) for publicly-offered bond transactions and (2) ongoing continuing disclosures associated with outstanding contractual obligations resulting from bond issues (also known as “continuing disclosure”). This Disclosure Policy is designed to provide the necessary policy framework and accompanying procedures for compliance by the Issuer with its disclosure responsibilities. It should be noted, however, issuers of municipal securities are primarily responsible for the content of their disclosure documents including on-going compliance with respect to continuing disclosure.

This Disclosure Policy includes the following elements: (1) disclosure training for officials responsible for producing, reviewing and approving disclosure; (2) establishment of procedures for review of relevant disclosure, and (3) ensuring that any procedures established are followed.

Background

The anti-fraud provisions of federal securities laws apply to municipal securities such as the Issuer’s Bonds. The U.S. Securities and Exchange Commission (the “SEC”) can bring enforcement actions against the Issuer, members of its governing body, government employees and elected officials, and professionals working on the bond transaction. **Government employees and elected officials can be, and have been, held personally liable with respect to securities laws violations related to the issuance of Bonds.** Issuers and members of the governing body can mitigate risks related to SEC enforcement by relying on professionals such as disclosure counsel. Issuers may also seek affirmative assurances of compliance with the receipt of a legal opinion from disclosure counsel.

When bonds are issued and publicly offered, an official statement will be prepared on behalf of the Issuer. The official statement is the disclosure document that sets forth the terms associated with the bond issue. The official statement will be used to market and sell the Issuer’s bonds.¹ In addition, for transactions larger than \$1 million in size that include an official statement, the Issuer enters into a continuing disclosure certificate, agreement or undertaking (the “CDC”). The CDC is a contractual obligation of the Issuer, pursuant to which the Issuer agrees to provide certain financial information filings (at least annually) and material event notices to the public. The CDC is necessary to allow the bond underwriters to comply with SEC Rule 15c2-12, as amended (the “Rule”). As noted below, filings under the CDC must be made electronically at the Electronic Municipal Market Access (EMMA) portal (www.emma.msrb.org).

Accordingly, this Disclosure Policy addresses the following three aspects of disclosure: (1) preparation and approval of official statements in connection with new (“primary”) bond issues; (2) on-going continuing disclosure requirements under a CDC; and (3) education of staff and elected officials with respect to disclosure matters.

¹ Under federal law issuers of municipal securities are primarily responsible for the content of their disclosure documents (the official statement), regardless of who prepared the document. An issuer does not discharge its disclosure obligations by hiring professionals to prepare the official statement. An issuer has “an affirmative obligation” to know the contents of its official statement, including the financial statements. Finally, executing an official statement without first reading the document to ascertain whether it is accurate may be reckless (the basis for certain anti-fraud causes of action by the SEC).

1. Primary (New) Offerings of Bonds – Official Statements of the Issuer

In connection with the issuance of its publicly-offered Bonds (Bonds sold via the public market, through a broker-dealer known as an “underwriter”), the Issuer will cause its hired professionals to prepare a disclosure document commonly known as an “official statement.” The official statement is the document that describes the issuance of the Bonds to the marketplace and as such, *under federal law, the official statement cannot contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements therein, in the light of the circumstances under which they were made, not misleading.*

To ensure the Issuer’s official statements are properly prepared and reviewed, the Issuer adopts the procedures set forth in Appendix I hereto.

2. Continuing Disclosure Compliance (CDC Compliance)

The Issuer has entered into, or may in the future enter into, CDCs in connection with its bond issues. Under these contractual agreements, the Issuer has agreed to provide to the marketplace certain financial information and notices of material events. The Issuer will file, or cause to be filed, necessary items under the CDCs in a searchable electronic format at the Electronic Municipal Market Access (EMMA) portal (www.emma.msrb.org). The determination of whether a material event has occurred will be made pursuant to the Rule and SEC Release No. 34-83885, in conjunction with disclosure counsel and other members of the Issuer’s external bond finance working group.

To ensure compliance with its contractual continuing disclosure obligations, the Issuer adopts the procedures set forth in Appendix II hereto.

3. Systematic Training of Staff and Governing Body Members

In addition to the specific procedures adopted under this Disclosure Policy, the Issuer understands that on-going training of both staff and members of the governing body is essential to successful compliance with the Issuer’s disclosure obligations. The training noted below may be accomplished by various methods, including in-person webinars or other electronic means, or through review of written materials. Accordingly, the Issuer has implemented the following training procedures:

A. *Annual Training.* The Finance/Budget Director is responsible for scheduling annual training of Issuer employees regarding disclosure and financial reporting requirements of the federal securities laws. Such training shall include a complete review of this Disclosure Policy, Rule 15c2-12 and the material events required to be reported pursuant to such Rule, and a complete overview of the Issuer’s obligations under the federal securities laws.

B. *Specific Training.* When appropriate, the Finance/Budget Director shall conduct (or cause to be conducted) training with individuals on those persons’ specific roles and responsibilities in the disclosure and financial reporting process.

C. *Governing Body Training.* Not less than once every two years, the Finance/Budget Director shall schedule a training session for the Issuer’s governing body on this Disclosure Policy and the disclosure and financial reporting requirements of the federal securities laws.

Appendix I

Written Procedures for Preparing Official Statements

1. At the commencement of a financing, the Finance/Budget Director shall develop or cause the County's Finance Team to develop a plan for preparation of the official statement and a schedule that allows sufficient time for all required work, including appropriate review and participation by members of the Finance Team.
2. The Finance/Budget Director shall be responsible for managing the preparation process for the official statement, and shall obtain the assistance of other participants within the Issuer and engage legal and financial professionals, as necessary and appropriate.
3. The Finance/Budget Director shall be responsible for developing a program for coordinating staff review of the disclosure information, as necessary, and obtaining formal sign-off from staff on the disclosure documents.
4. The Finance/Budget Director shall ensure that any previous failure to fully comply with continuing disclosure obligations during the prior five-year period is disclosed in the official statement by reviewing compliance with all outstanding continuing disclosure agreements, reviewing continuing disclosure review documentation prepared by independent parties and contacting disclosure counsel to discuss any questions or concerns.
5. The Issuer's governing body shall be given not less than 7 days to review an official statement prior to being asked to vote on its approval, absent extenuating circumstances. Elected representatives on the governing body shall be directed to contact the Finance/Budget Director during the review period to discuss potential issues, concerns or comments on the official statement.

Appendix II

Written Procedures Re: Continuing Disclosure

1. The Finance/Budget Director shall be responsible for compliance with the Issuer's obligations under continuing disclosure agreements, undertakings or certificates (the "CDC"), including without limitation annual filings, material event notice filings, voluntary filings and other filings required by the CDC.

2. Prior to execution of a CDC in connection with a bond issue, the CDC shall be discussed with disclosure counsel, the underwriter and municipal advisor, if any, to ensure a full understanding of issuer obligations.

3. The Finance/Budget Director shall have the primary responsibility to confer with the finance team and County staff bi-weekly to monitor compliance with respect to "material events" as defined in the Rule.

The Finance/Budget Director shall be responsible for (i) determining whether any of the following "material events" has taken place (questions regarding their interpretation shall be directed to disclosure counsel), (ii) gathering information material to making that determination from other departments, and (iii) if a material event has occurred, discussing the same with disclosure counsel to determine the form of notice of material event and causing the filing of notice to be made on EMMA within ten (10) business days of the occurrence of the event:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
7. Modifications to rights of security holders, if material;
8. Bond calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution, or sale of property securing repayment of the securities, if material;
11. Rating changes, including rating upgrades and downgrades;
12. Bankruptcy, insolvency, receivership or similar event of the obligated person;
13. The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
14. Appointment of a successor or additional trustee or the change of name of a trustee, if material;
15. Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation² of the obligated person, any of which affect security holders, if material; and

² "Financial obligation" is to mean a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii).

16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

The determination of whether a material event has occurred will be made pursuant to the Rule and SEC Release No. 34-83885, in conjunction with disclosure counsel.

4. The Finance/Budget Director shall have primary responsibility for ensuring that statements or releases of information relating to the Issuer's finances to the public that are reasonably expected to reach investors and the financial markets, including website updates, press releases and market notices, are accurate and not misleading in any material respect. The Finance/Budget Director shall work together to ensure that all public statements and information released by the Issuer are accurate and not misleading in all material respects.

5. The Finance/Budget Director shall be responsible for compiling and maintaining a list of all outstanding bond issues subject to continuing disclosure, noting the applicable filing dates (see attached table format, Part I, for an example to be used by staff in tracking this information (the "Disclosure Table")).

6. The Finance/Budget Director shall be responsible for assembling and maintaining copies of the final CDC and final Official Statements for each applicable bond issue, together with any third-party Dissemination Agent Agreements, if applicable.

7. The Finance/Budget Director shall document and track the required information to be filed, including dates such information is filed (see attached Disclosure Table, Part II, for a form of table to be used by staff).

8. The Finance/Budget Director shall be responsible for registering for continuing disclosure filing email reminders from the "EMMA" website, or for ensuring the County's dissemination agent will remind the County of applicable deadlines (<http://emma.msrb.org>).

9. At least 60 days prior to the earliest filing deadline listed on the Disclosure Table, the Finance/Budget Director shall begin the process of compiling necessary information required by the CDCs (and coordinate with outside professionals hired to compile this information, if applicable).

10. At least 30 days prior to each filing deadline, the Finance/Budget Director shall determine whether all necessary items have been compiled for filing pursuant to the CDC requirements, (including review with disclosure counsel or the County's dissemination agent).

11. Prior to each filing deadline, the Finance/Budget Director shall file (or cause any Dissemination Agent to file) the necessary items on the EMMA website in a word-searchable PDF configured to be saved, printed, and retransmitted by electronic means. After filing, the Finance/Budget Director shall confirm that all items have, in fact, been filed on EMMA as required, and shall note the filing date on the Disclosure Table.

12. The Finance/Budget Director shall be responsible for coordinating and filing any voluntary information with EMMA, after consultation with the Issuer's legal and financial professionals.

13. The Finance/Budget Director may contact the Issuer's disclosure counsel with any disclosure-related questions or concerns.

Form of Disclosure Table

[Note this is only a form; County staff will update and maintain the Tables separate from this Policy; the current Table can be obtained from the Finance/Budget Director]

Part I – Master Tracking Table (list of deadlines for all bond issues)

Name of Bond Issue	Date of Issue	Final Maturity Date	Dissemination Agent?	CUSIP for Final Maturity	Deadline for Annual Report
\$[9,685,000] General Obligation Urban Renewal County Road Improvement Bonds, Series 2021	[08/24/2021]	[06/01/2032]		[979064 ____]	Not later than June 30 of each year

Part II – Separate Table for Each Bond Issue (tracks details of filings for each issue)

[Note this is only a form; County staff will update and maintain the Tables separate from this Policy; the current Table can be obtained from the Finance/Budget Director]

[\$9,685,000] General Obligation Urban Renewal County Road Improvement Bonds, Series 2021	Reporting Periods [inset date info was filed on EMMA]					
	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Description of Financial Information / Operating Data to file on EMMA						
Audited Financials						
Unaudited financials, if audit not available by deadline						
Operating Data: Population Trend						
Operating Data: Principal Taxpayers						
Operating Data: Schedule of Receipts and Disbursements (General Funds)						
Operating Data: Property Valuations and Tax Collection Procedures						
Operating Data: Current Fund Balances (as of June 30)						
Operating Data: Tax Rate Per \$1,000 of Taxable Valuation						
Operating Data: Tax Collection Trend						
Operating Data: Valuation by Property Classification						
Operating Data: Valuation Trend						
Operating Data: Taxable Retail Sales Trend						
Operating Data: Outstanding Debt – Fiscal Year General Obligation Debt Payments						
Operating Data: Debt Limit Calculation						
Operating Data: Debt Ratios						
Operating Data: Financial Summary						



Overview of Municipal Securities Disclosure

Governmental issuers (“Issuers”) of municipal bonds are subject to several important legal provisions under federal securities laws. This overview serves as a starting point for understanding the federal securities law framework surrounding issuance of municipal bonds. In recent years, the U.S. Securities and Exchange Commission (“SEC”) has expanded its regulation of the municipal securities market, bringing civil and criminal enforcement actions against issuers, elected officials, and employees for violations of the anti-fraud or continuing disclosure provisions described below.

This overview should be reviewed in connection with the Issuer’s policies and procedures (the “Disclosure Policy”), which relate to (1) the disclosure document (often referred to as the “official statement” or “OS”) for publicly-offered bond transactions and (2) ongoing continuing disclosure associated with outstanding bond issues (also known as “continuing disclosure”).

Overview of Legal Duties Under Federal Securities Law

Issuers of municipal securities are regulated by the Securities Act of 1933 and the Securities Exchange Act of 1934 and various rules promulgated under those acts by the U.S. Securities and Exchange Commission (“SEC”). Of particular importance are Rule 10b-5 (which prohibits fraud) and Rule 15c2-12 (which generates an issuer’s ongoing disclosure obligations). Taken together, these rules impose primary disclosure duties (i.e. accuracy and forthrightness in the preparation of an official statement for new bond issues) and secondary disclosure duties (i.e. timely filing financial and other data under a continuing disclosure certificate (“CDC”) for outstanding bond issues).

How Do the Anti-Fraud Provisions of SEC Rule 10b-5 Affect Issuers?

Various provisions of federal securities law including SEC Rule 10b-5 prohibit fraud in the issuance, purchase, or sale of municipal securities. These provisions generally prohibit “material” misstatements or omissions to investors, potential investors, or the general public. Violation of these provisions can result in civil or criminal liability.

Who Is Responsible for the Content of an OS?

When bonds are issued and publicly offered, an official statement will be prepared on behalf of the Issuer. The official statement is the disclosure document that sets forth the terms associated with the bond issue and is used to market and sell the Issuer’s bonds. Issuers (including elected officials and staff) are primarily responsible for the accuracy of an official statement. Hiring a professional to assist with the preparation of an OS does not discharge an Issuer’s responsibility. The elected officials and relevant employees of an issuer have an affirmative obligation to ensure the accuracy of the contents of the financial and other information in an OS— delivery of an OS without first reading it to gauge its accuracy may be reckless and the basis for an SEC enforcement action.

What Ongoing Requirements Are Imposed by SEC Rule 15c2-12?

SEC Rule 15c2-12 ensures that Issuers contractually agree to provide certain financial and operating information to investors and the public on an ongoing basis. The type of information that must be reported is generally (i) annual financial reports and (ii) material event notices.

What Are the Annual Filing Requirements?

Issuers must file updated financial information and operating data on an annual or other regular basis, as specified in their CDC. Generally, the information that must be reported includes audited financial statements, annual financial or operating data, of the type included in the OS for the related bonds.

What Material Event Notices Must Be Filed and When?

Issuers must notify investors (via a specific filing on the "EMMA" website, at <https://emma.msrb.org/>) within 10 business days if certain events occur while a bond is outstanding. Generally, those events are items that impact an Issuer's ability to pay or timely pay amounts owed on outstanding debt, rating changes, defaults, and the incurrence of material financial obligations (debt obligations of the Issuer). At present, there are 16 events that can trigger reporting obligations. The Issuer's Disclosure Policy will detail the events and the procedures intended to enable timely identification and disclosure.

What Is Addressed by the Disclosure Policy?

The Disclosure Policy is designed to assist Issuers with fulfilling both primary and secondary disclosure responsibilities. It sets forth procedures that govern preparation of official statements for new bond offerings (see Appendix I of the policy), compliance with continuing disclosure requirements under a CDC (see Appendix II of the policy), and systematic training of key staff members and elected officials.

Where Can I Find Additional Information?

As always, you and your staff can contact us with any questions about your responsibilities under federal securities law, to address specific items, and for annual training seminars (Dorsey & Whitney LLP provides an annual securities law training for issuers during the first quarter of each year, to satisfy one of the requirements of the Disclosure Policy).

Contacts



John P. Danos
(515) 699-3275
danos.john@dorsey.com



David D. Grossklaus
(515) 699-3287
grossklaus.david@dorsey.com



Robert E. Josten
(515) 699-3264
Josten.robert@dorsey.com



Cristina Kuhn
(515) 699-3272
kuhn.cristina@dorsey.com



James H. Smith
(515) 699-3276
smith.james@dorsey.com