



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MAY 31) (WEEK 22 OF 2022)

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
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Justin Wright 899-9044 jwright@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held May 31, 2022 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

3:45 p.m. 1. Closed Session Interview {Iowa Code Section (21.5 (1) (i))} - First Floor Boardroom

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

- 2. Citizen Concerns Information
3. Approval of the agenda Action

Consent Agenda

Items 4 through 7 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.

- 4. a. Approval of the minutes of the May 24, 2022 meeting
b. Approval of the minutes of the May 26, 2022 Closed Session
5. Approval of claims
6. Human Resources - Melissa Thomas
Approval of Memorandum of Personnel Transactions

7. County Auditor – Patrick Gill
  - a. Approve an application for a 12-month, Class C Liquor License (LC) (Commercial), with Outdoor Service and Sunday Sales privileges for Correctionville Golf Club, effective 05/25/2022
  - b. Approve an application for a 12-month, Class C Native Wine License (Private Club), with Outdoor Service and Sunday Sales privileges for Oscar Carl Vineyard, effective 06/01/2022

**End Consent Agenda**

- |                                |   |                            |
|--------------------------------|---|----------------------------|
|                                | 8. Carbon Pipeline Update   | Information                |
| <b>4:40 p.m.</b><br>(Set time) | 9. Board Administration – Dennis Butler <ol style="list-style-type: none"> <li>a. Public hearing on amendment #1 to the Woodbury County FY 2022 Budget</li> <li>b. Approval of resolution for the FY 2021/2022 Budget Amendment #1</li> </ol>   | Action<br>Action           |
|                                | 10. Secondary Roads – Mark Nahra <ol style="list-style-type: none"> <li>a. Award the bid for project BRS-SWAP-C097(146)—FF-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once a signed contract and bond are returned by the contractor for signature</li> <li>b. Award the bid for project BROS-SWAP-C097(148)—FE-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once a signed contract and bond are returned by the contractor for signature</li> <li>c. Approve the contract and bond for project L-B(M299)—73-97 with Dixon Construction for \$350,180.94</li> </ol> | Action<br>Action<br>Action |
|                                | 11. Reports on Committee Meetings   | Information                |
|                                | 12. Citizen Concerns  | Information                |
|                                | 13. Board Concerns  | Information                |

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

|                      |                   |  |
|----------------------|-------------------|--|
| <b>WED., JUNE 1</b>  | <b>9:00 a.m.</b>  | Department Head Meeting, LEC Conference Room   |
|                      | <b>10:00 a.m.</b> | Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa                               |
|                      | <b>11:00 a.m.</b> | Loess Hills Alliance Executive Meeting   |
|                      | <b>1:00 p.m.</b>  | Loess Hills Alliance Full Board Meeting  |
|                      | <b>4:45 p.m.</b>  | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.                  |
|                      | <b>6:00 p.m.</b>  | Zoning Commission Special Meeting, First Floor Boardroom                             |
| <b>THU., JUNE 2</b>  | <b>10:00 a.m.</b> | COAD Meeting, The Security Institute   |
| <b>MON., JUNE 6</b>  | <b>6:00 p.m.</b>  | Board of Adjustment meeting, First Floor Boardroom                                   |
| <b>WED., JUNE 8</b>  | <b>8:05 a.m.</b>  | Woodbury County Information Communication Commission, First Floor Boardroom          |
|                      | <b>10:00 a.m.</b> | Western Iowa Tourism Region Annual Meeting, Bluebird Hill Event Center, Atlantic, IA |
|                      | <b>12:00 p.m.</b> | District Board of Health Meeting, 1014 Nebraska St.                                  |
| <b>THU., JUNE 9</b>  | <b>12:00 p.m.</b> | SIMPCO Board of Directors, 1122 Pierce St.   |
|                      | <b>4:00 p.m.</b>  | Conservation Board Meeting, Brown's Lake-Bigelow Park                                |
| <b>FRI., JUNE 10</b> | <b>9:00 a.m.</b>  | Hungry Canyons Alliance Meeting, Portsmouth, Iowa                                    |
| <b>WED., JUNE 15</b> | <b>12:00 p.m.</b> | Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202         |
| <b>THU., JUNE 16</b> | <b>4:30 p.m.</b>  | Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue                |
| <b>FRI., JUNE 17</b> | <b>12:00 p.m.</b> | Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G           |
| <b>WED., JUNE 22</b> | <b>2:30 p.m.</b>  | Rolling Hills Community Services Region Governance Board Meeting                     |
| <b>THU., JUNE 23</b> | <b>10:15 a.m.</b> | Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce  |
|                      | <b>1:30 p.m.</b>  | SIMPCO – Community & Economic Development - Hybrid                                   |
| <b>MON., JUNE 27</b> | <b>6:00 p.m.</b>  | Zoning Commission Meeting, First Floor Boardroom                                     |
| <b>TUE., JUNE 28</b> | <b>2:00 p.m.</b>  | Decat Board Meeting, Western Hills AEA, Room F                                       |
| <b>WED., JULY 6</b>  | <b>4:45 p.m.</b>  | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.                  |
| <b>THU., JULY 7</b>  | <b>10:00 a.m.</b> | COAD Meeting, The Security Institute   |

**Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.**

*Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.*

## MAY 24, 2022 TWENTY-FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, May 24, 2022 at 3:00 p.m. Board members present were Ung, Radig, De Witt, Taylor, and Wright. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Melissa Thomas, Human Services Director, and Patrick Gill, Auditor/Clerk to the Board.

1. The applicant requested a closed session in accordance with Iowa law.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on roll call vote.

Motion by De Witt second by Radig to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on roll call vote.

2. The applicant requested a closed session in accordance with Iowa law.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried on 5-0 roll call vote.

Motion by Radig second by De Witt to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on roll call vote.

3. The applicant requested a closed session in accordance with Iowa law.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on roll call vote.

Motion by De Witt second by Ung to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on roll call vote.

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

4. There were no citizen concerns.

5. Motion by Radig second by Taylor to approve the agenda for May 24, 2022. Carried 5-0. Copy filed.

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

6. To approve minutes of the May 17, 2022 meeting. Copy filed.

7. To approve the claims totaling \$1,829,932.42. Copy filed.

- 8a. To approve the refund of property tax for Gary Jernberg, parcel #884706114005, in the amount of \$290.00. Copy filed.

- 8b. To approve the refund of property tax for Fig Capital Investments, parcel #884332452014, in the amount of \$567.00. Copy filed.

- 9a. To approve the separation of Adam Youngberg, Sheriff Reserve Officer, County Sheriff Dept., effective 05-12-22. Separation.; the separation of Krystle Shook, Clerk II, County Treasurer Dept., effective 05-27-22. Resignation.; the separation of Daniel Luna, Civilian Jailer, County Sheriff Dept., effective 05-29-22. Resignation.; the separation of Willis Strawn, Civilian Jailer, County Sheriff Dept., effective 05-29-22. Resignation.; and the separation of Katelyn Speed, Civilian Jailer, County Sheriff Dept., effective 08-12-22. Resignation. Copy filed.

- 9b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for (3) Civilian Jailers, County Sheriff Dept. CWA: \$21.02/hour. Copy filed.

- 10a. To approve and authorize the Chairperson to sign a Resolution adopting and levying special assessment in the Little Sioux Inter-County Drainage District of Monona, Woodbury, and Harrison Counties, Iowa.

**RESOLUTION #13,437**  
**RESOLUTION ADOPTING AND LEVYING SPEICAL ASSESSMENT IN**  
**THE LITTLE SIOUX INTER-COUNTY DRAINAGE OF MONONA,**  
**WOODBURY, AND HARRISON COUNTIES, IOWA**

WHEREAS, the Board of Trustees of the Little Sioux Inter-County Drainage District, in session on the 4th day of March, 2022, requested that the Board of Supervisors levy a special assessment of Sixty-five (65%) Percent of the Original Assessment on all tracts of land, lots, public roads, and railroads in the Little Sioux Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona, Woodbury and Harrison Counties, Iowa, acting as a Drainage Board for the Little Sioux Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the Little Sioux Inter-County Drainage District of Monona, Woodbury and Harrison Counties, Iowa, a special assessment in the amount of Sixty-five (65%) Percent of the Original Assessment, and the Auditors of Monona, Woodbury and Harrison Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under \$468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to \$445.36 in the year 2022-2023.

PASSED and APPROVED this 24th day of May, 2022  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 10b. To approve and authorize the Chairperson to sign a Resolution adopting and levying special assessment in the McCandless Inter-County Drainage District of Monona and Woodbury Counties, Iowa.

**RESOLUTION #13,438**  
**RESOLUTION ADOPTING AND LEVYING SPEICAL ASSESSMENT IN**  
**THE MCCANDLESS INTER-COUNTY DRAINAGE OF MONONA**  
**AND WOODBURY COUNTIES, IOWA**

WHEREAS, the Board of Trustees of the McCandless Inter-County Drainage District, in session on the 16th day of March, 2022, requested that the Board of Supervisors levy a special assessment of One Hundred Ten Percent (110%) of the Original Assessment on all tracts of land, lots, public roads, and railroads in the McCandless Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona and Woodbury Counties, Iowa, acting as a Drainage Board for the McCandless Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the McCandless Inter-County Drainage District of Monona and Woodbury Counties, Iowa, a special assessment in the amount of One Hundred Ten Percent (110%) of the Original Assessment, and the Auditors of Monona and Woodbury Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under \$468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to \$445.36 in the year 2022-2023.

PASSED and APPROVED this 24th day of May, 2022  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 10c. To approve and authorize the Chairperson to sign a Resolution adopting and levying special assessment in the Sandhill-Lakeport Inter-County Drainage District of Monona and Woodbury Counties, Iowa.

**RESOLUTION #13,439**

**RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT IN  
THE SANDHILL-LAKEPORT INTER-COUNTY DRAINAGE OF MONONA  
AND WOODBURY COUNTIES, IOWA**

WHEREAS, the Board of Trustees of the Sandhill-Lakeport Inter-County Drainage District, in session on the 15th day of March, 2022, requested that the Board of Supervisors levy a special assessment of Sixty Percent (60%) of the Original Assessment on all tracts of land, lots, public roads, and railroads in the Sandhill-Lakeport Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona and Woodbury Counties, Iowa, acting as a Drainage Board for the Sandhill-Lakeport Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the Sandhill-Lakeport Inter-County Drainage District of Monona and Woodbury Counties, Iowa, a special assessment in the amount of Sixty Percent (60%) of the Original Assessment, and the Auditors of Monona and Woodbury Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under \$468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to \$445.36 in the year 2022-2023.

PASSED and APPROVED this 24th day of May, 2022  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

11. To approve the permit to work in the right of way for 2167 340<sup>th</sup> St., Whiting. Copy filed.

Carried 5-0.

12. Chris Countryman and Diane Dreves of Merville discussed possible county funding for the construction of a regional medical clinic in Woodbury County. Copy filed.
13. Motion by Radig second by Taylor to approve the FY 2022 Woodbury County Secondary Road Department Budget Amendment #1. Carried 5-0. Copy filed.
- 14a. Motion by Taylor second by Radig to approve CMBA architectural fee of \$7,500.00 plus reimbursable expenses not to exceed \$375.00 for a total of \$7,875.00 for Trosper Hoyt's exterior south wall structural repair. Carried 5-0. Copy filed.
- 14b. Kenney Schmitz, Building Services, updated the Board on the Law Enforcement Center & 28<sup>th</sup> St. projects. Copy filed.

Motion by Radig second by De Witt to receive a document regarding the progress of the Law Enforcement Center project and related improvements to 28th Street. Carried 5-0. Copy filed.

15. Motion by Ung second by Taylor to the request for proposals regarding the selection of a law firm for collective bargaining and union negotiations and setting a closing submission date of 4:00 p.m. on June 27, 2022. Carried 5-0. Copy filed.
16. Reports on committee meetings were heard.
17. There were no citizen concerns.
18. Board concerns were heard.

The Board adjourned the regular meeting until May 31, 2022.

Meeting sign in sheet. Copy filed.

**MAY 26, 2022, SPECIAL MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Thursday, May 26, 2022 at 3:30 p.m. Board members present were Ung, De Witt, Taylor, and Radig; Wright was absent. Staff members present were Melissa Thomas, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

The meeting was called to order.

1. The applicant requested an executive session in accordance with Iowa law.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll call vote.

Motion by Radig second by De Witt to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll call vote.

2. The applicant requested an executive session in accordance with Iowa law.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll call vote.

Motion by Radig second by Taylor to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll call vote.

The Board adjourned the meeting.

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** May 31, 2022

**\* 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   |
|-------------------|-----------------|----------------|--|------------------|---------------|---|---|
| Cowles, Timothy   | County Sheriff  | 5-16-22        | P/T Courthouse Safety & Security Officer |                  |               | S | Resignation.  |
| Robley, Eric      | Secondary Roads | 5-30-22        | Motor Grader Operator                    | \$24.85/hour     | 1%=\$.30/hour | T | Position Transfer from Equipment Operator to Motor Grader.    |
| Kuntz, Erika      | Secondary Roads | 6-01-22        | Temporary Engineering Aide               | \$16.00/hour     |               | A | Not to exceed 120 days.                                       |
| Peters, Matthew   | Secondary Roads | 6-01-22        | Temporary Summer Laborer                 | \$15.00/hour     |               | A | Not to exceed 120 days.                                       |
| Mogensen, Richard | Secondary Roads | 6-01-22        | P/T Equipment Operator                   | \$24.55/hour     |               | A | Job Vacancy Posted 3-15-22. Entry Level Salary: \$24.55/hour. |
| East, Noah        | County Sheriff  | 6-06-22        | Civilian Jailer                          | \$21.02/hour     |               | A | Job Vacancy Posted 4-13-22. Entry Level Salary: \$21.02/hour. |
| Fleming, Lynn     | County Sheriff  | 6-06-22        | Civilian Jailer                          | \$21.02/hour     |               | A | Job Vacancy Posted 4-13-22. Entry Level Salary: \$21.02/hour. |
| Orr, Kayla        | County Sheriff  | 6-06-22        | Civilian Jailer                          | \$21.02/hours    |               | A | Job Vacancy Posted 4-13-22. Entry Level Salary: \$21.02/hour. |
|                   |                 |                |  |                  |               |   |   |
|                   |                 |                |  |                  |               |   |   |

**APPROVED BY BOARD DATE:** \_\_\_\_\_

**MELISSA THOMAS, HR DIRECTOR:**

*Melissa Thomas* *HR Director*



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

Date: 5/20/22 Weekly Agenda Date: 5/31/22

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

**WORDING FOR AGENDA ITEM:**

Consideration and approval for liquor license for Correctionville Golf Club, Correctionville, 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 12-Month, Class C Liquor License (LC) (Commercial), with Outdoor Service and Sunday Sales privileges for Correctionville Golf Club, effective 05/25/2022.

**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: May 24, 2022

Subject: Liquor License Application for the Anthon Golf Course, Anthon, Iowa.

Please approve and receive for signature, an applicaton for a 12-month, Class C Liquor License (LC) (Commercial), with Outdoor Service and Sunday sales privileges, for the Correctionville Golf Club, Correctionville, Iowa. The license would be effective 05/26/22 through 05/25/23.



# State of Iowa

Alcoholic Beverages Division

## Applicant

| NAME OF LEGAL ENTITY             | NAME OF BUSINESS(DBA)            | BUSINESS        |        |       |
|----------------------------------|----------------------------------|-----------------|--------|-------|
| CORRECTIONVILLE GOLF CLUB<br>INC | CORRECTIONVILLE GOLF CLUB<br>INC |                 |        |       |
| ADDRESS OF PREMISES              | PREMISES SUITE/APT NUMBER        | CITY            | COUNTY | ZIP   |
| 1300 Hackberry St                |                                  | Correctionville |        | 51016 |
| MAILING ADDRESS                  | CITY                             | STATE           | ZIP    |       |
| 13 HACKBERRY                     | CORRECTIONVL                     | Iowa            | 51016  |       |

## Contact Person

| NAME          | PHONE      | EMAIL                 |
|---------------|------------|-----------------------|
| KATIE EDWARDS | 7122290477 | k.mitchell12@live.com |

## License Information

| LICENSE NUMBER | LICENSE/PERMIT TYPE    | TERM     | STATUS                             |
|----------------|------------------------|----------|------------------------------------|
|                | Class C Liquor License | 12 Month | Submitted<br>to Local<br>Authority |

| TENTATIVE EFFECTIVE DATE | TENTATIVE EXPIRATION DATE | LAST DAY OF BUSINESS |
|--------------------------|---------------------------|----------------------|
| May 26, 2022             | May 25, 2023              |                      |

### SUB-PERMITS

Class C Liquor License



PRIVILEGES

Outdoor Service, Sunday Service

**Status of Business**

BUSINESS TYPE

Privately Held Corporation

**Ownership**

• Individual Owners

| NAME          | CITY            | STATE | ZIP       | POSITION       | % OF OWNERSHIP | U.S. CITIZEN |
|---------------|-----------------|-------|-----------|----------------|----------------|--------------|
| NICK HEATH    | CORRECTIONVILLE | Iowa  | 510161023 | PRESIDENT      | 0.58           | Yes          |
| ADAM KELLY    | CORRECTIONVILLE | Iowa  | 510168023 | VICE-PRESIDENT | 0.58           | Yes          |
| KATIE EDWARDS | CORRECTIONVILLE | Iowa  | 510161006 | SEC./TREASURER | 0.01           | Yes          |

**Insurance Company Information**

INSURANCE COMPANY

Grinnell Mutual

POLICY EFFECTIVE DATE

May 26, 2022

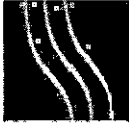
POLICY EXPIRATION DATE

May 26, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



ALCOHOLIC  
BEVERAGES  
DIVISION  
State of Iowa

# State of Iowa

Alcoholic Beverages Division

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE

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

Date: 5/20/22 Weekly Agenda Date: 5/31/22

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

**WORDING FOR AGENDA ITEM:**

Consideration and approval for liquor license for Oscar Carl Vineyard, Sioux City, 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 12-Month, Class C Native Wine License (Private Club), with Outdoor Service and Sunday Sales privileges for Oscar Carl Vineyard, effective 06/01/2022.

**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: May 20, 2022

Subject: Liquor License Application for the Oscar Carl Vineyard, Sioux City, Iowa.

Please approve an applicaton for a 12-month Class B Beer (BB)  
permit with privileges of Class C Native Wine Permit (On-Premise Native Wine),  
Outdoor Service, and Sunday Sales for the Oscar Carl Vineyard, effective 06/01/2022.



# State of Iowa

Alcoholic Beverages Division

## Applicant

|                                 |                       |                |
|---------------------------------|-----------------------|----------------|
| NAME OF LEGAL ENTITY            | NAME OF BUSINESS(DBA) | BUSINESS       |
| ROOM FOR MORE ENTERPRISES, INC. | Oscar Carl Vineyard   | (712) 898-3400 |

|                      |                           |      |        |       |
|----------------------|---------------------------|------|--------|-------|
| ADDRESS OF PREMISES  | PREMISES SUITE/APT NUMBER | CITY | COUNTY | ZIP   |
| 1473 Buchanan Avenue |                           |      | IA     | 51106 |

|                      |      |       |       |
|----------------------|------|-------|-------|
| MAILING ADDRESS      | CITY | STATE | ZIP   |
| 1473 Buchanan Avenue |      | Iowa  | 51106 |

## Contact Person

|               |                |                                     |
|---------------|----------------|-------------------------------------|
| NAME          | PHONE          | EMAIL                               |
| Melanie Olsen | (712) 251-9793 | melanie.olsen@oscarcarlvineyard.com |

## License Information

|                |                            |          |                              |
|----------------|----------------------------|----------|------------------------------|
| LICENSE NUMBER | LICENSE/PERMIT TYPE        | TERM     | STATUS                       |
|                | Class C Native Wine Permit | 12 Month | Submitted to Local Authority |

|                |                 |                      |
|----------------|-----------------|----------------------|
| EFFECTIVE DATE | EXPIRATION DATE | LAST DAY OF BUSINESS |
|----------------|-----------------|----------------------|

SUB-PERMITS

Class C Native Wine Permit

PRIVILEGES

Outdoor Service, Sunday Service





## **Status of Business**

BUSINESS TYPE

Privately Held Corporation

## **Ownership**

### **• Individual Owners**

| NAME          | CITY       | STATE | ZIP   | POSITION                 | % OF OWNERSHIP | U.S. CITIZEN |
|---------------|------------|-------|-------|--------------------------|----------------|--------------|
| Melanie Olsen | Sioux City | Iowa  | 51106 | President/Secretary      | 50.00          | Yes          |
| Roy Olsen     | Sioux City | Iowa  | 51106 | Vice President/Treasurer | 50.00          | Yes          |

## **Insurance Company Information**

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

Hastings Mutual Insurance Company

June 1, 2022

June 1, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**

WOODBURY COUNTY  
Fiscal Year July 1, 2021 - June 30, 2022

The WOODBURY COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

**Meeting Date/Time:** 3/30/2022 04:40 PM

**Contact:** Dennis Butler

**Phone:** (712) 234-2910

**Meeting Location:** Board of Supervisor's meeting room, Lower level of Woodbury County Courthouse

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

| REVENUES & OTHER FINANCING SOURCES   |           | Total Budget as Certified or Last Amended | Current Amendment | Total Budget After Current Amendment |
|--|-----------|---|-------------------|--------------------------------------|
| Taxes Levied on Property   | 1         | 35,345,985                                | 0                 | 35,345,985                           |
| Less: Uncollected Delinquent Taxes - Levy Year   | 2         | 0   | 0                 | 0                                    |
| Less: Credits to Taxpayers   | 3         | 1,548,499                                 | 0                 | 1,548,499                            |
| <b>Net Current Property Tax</b>  | <b>4</b>  | <b>33,797,486</b>                         | <b>0</b>          | <b>33,797,486</b>                    |
| Delinquent Property Tax Revenue  | 5         | 17,500                                    | 0                 | 17,500                               |
| Penalties, Interest & Costs on Taxes   | 6         | 203,000                                   | 0                 | 203,000                              |
| Other County Taxes/TIF Tax Revenues  | 7         | 6,911,754                                 | 350,000           | 7,261,754                            |
| Intergovernmental  | 8         | 11,250,923                                | 1,273,000         | 12,523,923                           |
| Licenses & Permits   | 9         | 54,650                                    | 0                 | 54,650                               |
| Charges for Service  | 10        | 2,395,300                                 | 0                 | 2,395,300                            |
| Use of Money & Property  | 11        | 270,465                                   | 0                 | 270,465                              |
| Miscellaneous  | 12        | 796,820                                   | 551,200           | 1,348,020                            |
| Subtotal Revenue   | 13        | 55,697,898                                | 2,174,200         | 57,872,098                           |
| Other Financing Sources:   |           |   |                   |                                      |
| General Long-Term Debt Proceeds  | 14        | 1,942,224                                 | 0                 | 1,942,224                            |
| Operating Transfers In   | 15        | 9,983,958                                 | 0                 | 9,983,958                            |
| Proceeds of Fixed Asset Sales  | 16        | 0   | 0                 | 0                                    |
| Total Revenues & Other Sources   | 17        | 67,624,080                                | 2,174,200         | 69,798,280                           |
| <b>EXPENDITURES &amp; OTHER FINANCING USES</b>   |           |   |                   |                                      |
| Operating:   |           |   |                   |                                      |
| Public Safety and Legal Services   | 18        | 20,052,562                                | 169,000           | 20,221,562                           |
| Physical Health and Social Services  | 19        | 4,917,258                                 | 0                 | 4,917,258                            |
| Mental Health, ID & DD   | 20        | 4,322,970                                 | 0                 | 4,322,970                            |
| County Environment & Education   | 21        | 3,751,241                                 | 876,705           | 4,627,946                            |
| Roads & Transportation   | 22        | 9,589,251                                 | 360,000           | 9,949,251                            |
| Government Services to Residents   | 23        | 2,663,289                                 | 0                 | 2,663,289                            |
| Administration   | 24        | 6,854,055                                 | 19,600            | 6,873,655                            |
| Nonprogram Current   | 25        | 1,251,489                                 | 0                 | 1,251,489                            |
| Debt Service   | 26        | 3,701,998                                 | 0                 | 3,701,998                            |
| Capital Projects   | 27        | 3,942,224                                 | 0                 | 3,942,224                            |
| Subtotal Expenditures  | 28        | 61,046,337                                | 1,425,305         | 62,471,642                           |
| Other Financing Uses:  |           |   |                   |                                      |
| Operating Transfers Out  | 29        | 9,983,958                                 | 0                 | 9,983,958                            |
| Refunded Debt/Payments to Escrow   | 30        | 0   | 0                 | 0                                    |
| Total Expenditures & Other Uses  | 31        | 71,030,295                                | 1,425,305         | 72,455,600                           |
| <b>Excess of Revenues &amp; Other Sources over (under) Expenditures &amp; Other Uses</b> | <b>32</b> | <b>-3,406,215</b>                         | <b>748,895</b>    | <b>-2,657,320</b>                    |
| Beginning Fund Balance - July 1, 2021  | 33        | 11,156,174                                | 0                 | 11,156,174                           |
| Increase (Decrease) in Reserves (GAAP Budgeting)   | 34        | 0   | 0                 | 0                                    |
| Fund Balance - Nonspendable  | 35        | 0   | 0                 | 0                                    |
| Fund Balance - Restricted  | 36        | 4,093,866                                 | 0                 | 4,093,866                            |
| Fund Balance - Committed   | 37        | 0   | 0                 | 0                                    |
| Fund Balance - Assigned  | 38        | 0   | 0                 | 0                                    |
| Fund Balance - Unassigned  | 39        | 3,656,093                                 | 748,895           | 4,404,988                            |
| Total Ending Fund Balance - June 30, 2022  | 40        | 7,749,959                                 | 748,895           | 8,498,854                            |

**Explanation of Changes:** Additional grants and inflation on operating expenses.

**Woodbury County**  
**FY 2022 Budget Amendment #1**  
**May 31, 2021**

County Fund

| <u>Item#</u>               | <u>Dept./Div. Name</u>                          | <u>Dept./Div. Appropriation Change</u> | <u>Budget</u>   | <u>Funding</u> |
|----------------------------|---|--|-----------------|----------------|
|                            |   | <u>Source of Revenue</u>               | <u>Increase</u> | <u>Source</u>  |
| <b>General Basic Fund:</b> |   |  |                 |                |
| <b>#1</b>                  | Sheriff - Administration                        |  |                 |                |
|                            | 0001-05-1060-000-63500 = Vehicle Purchases      |  | 11,000          |                |
|                            | Sale of Dodge Ram Quad Cab                      |  |                 | 11,000         |
|                            | 0001-05-1060-000-25000 = Gas                    |  | 75,000          |                |
|                            | 0001-4-05-1060-84900 = Miscellaneous            |  |                 | 37,500         |
|                            | 0001-2-05-1060-25121 = Mental Health Transports |  |                 | 37,500         |
| <b>#2</b>                  | Communication Center                            |  |                 |                |
|                            | 0001-01-1040-000-48100 = Tax Allocations        |  | 54,000          |                |
|                            | Cash Reserves                                   |  |                 | 54,000         |
| <b>#3</b>                  | Conservation - Parks                            |  |                 |                |
|                            | 0001-22-6110-000-25000 = Gas & Oil              |  | 15,000          |                |
|                            | 0001-22-6110-000-43000 = Natural & LP Gas       |  | 1,500           |                |
|                            | 0001-22-6110-000-43100 = Electric Light & Power |  | 2,000           |                |
|                            | Cash Reserves                                   |  |                 | 18,500         |
| <b>#4</b>                  | Board of Supervisors Expense                    |  |                 |                |
|                            | 0001-01-9000-000-42002 = Audit Expense          |  | 12,000          |                |
|                            | Cash Reserve                                    |  |                 | 12,000         |
| <b>#5</b>                  | Board Administration Expense                    |  |                 |                |
|                            | 0001-01-9001-000-4000 = Legal Publications      |  | 7,000           |                |
|                            | 0001-01-9001-000-44400 = Reppair & Maintenamce  |  | 600             |                |
|                            | Cash Reserves                                   |  |                 | 7,600          |

**General Supplemental Fund:**

|           |                                       |  |        |        |
|-----------|---------------------------------------|--|--------|--------|
| <b>#6</b> | County Attorney - Jury & Witness Fees |  |        |        |
|           | 0002-04-1500-000-42506 = Witness Fees |  | 29,000 |        |
|           | Cash Reserves                         |  |        | 29,000 |

**Secondary Roads Fund:**

|           |  |         |         |
|-----------|--|---------|---------|
| <b>#7</b> | Secondary Roads                                      |         |         |
|           | 0020-20-7113-461-21200 = Granular                    | 300,000 |         |
|           | 0020-20-7113-466-21200 = Asphalt Pavement Repair 8 " | 60,000  |         |
|           | Cash Reserve & Carryover Reserves                    |         | 360,000 |
|           | 0020-4-20-7010-13200 = Local Option Sales Tax        |         | 350,000 |
|           | 0020-4-20-7010-23016 = Fema 43886                    |         | 373,000 |

**Resource Enhancement REAP Fund:**

|           |   |         |         |
|-----------|---|---------|---------|
| <b>#8</b> | Conservation - Administration             |         |         |
|           | 0023-22-6100-000-60000 = Land Acquisition | 846,205 |         |
|           | 0023-2-22-6100-26510 = Grants             |         | 862,500 |

**Conservation Reserve Fund:**

|           |   |        |        |
|-----------|---|--------|--------|
| <b>#9</b> | Conservation - Nature Center Development        |        |        |
|           | 0057-22-6122-000-40001 = Promotional Activities | 12,000 |        |
|           | 0057-4-22-6100-81000 = Donations                |        | 21,600 |
|           |   |        | <hr/>  |

|                                 |  |             |             |
|---------------------------------|--|-------------|-------------|
| Grand Total of Budget Increases |  | <hr/> <hr/> | <hr/> <hr/> |
|---------------------------------|--|-------------|-------------|

# **WOODBURY COUNTY SHERIFF'S OFFICE BUDGET AMENDMENT 2022**

## **REQUESTS:**

- ✓ Please add \$11,000 to 0001-05-1060-000-63500  
revenue is from the sale of our 2014 Dodge Ram 1500 Quad Cab pickup on 1/25/22  
\*\*\*\*\*
- ✓ Please add \$75,000 to 0001-05-1060-000-25000 gas for the unexpected increase in gas prices  
Revenue will be from 0001-4-05-1060-84900 and 0001-2-05-1060-25121  
\*\*\*\*\*

## **MOVE MONEY REQUESTS:**

- ✓ Please move \$20,000 from patrol 0001-05-1000-000-10007 organized employees  
to invest 0001-05-1010-000-10008 supervisory  
\*\*\*\*\*
- ✓ Please move \$86,000 from patrol 0001-05-1000-000-10008 supervisory  
to civil 0001-05-1540-000-10007 organized employees  
\*\*\*\*\*
- ✓ Please move \$77,000 from transport 0002-05-1520-000-10004 supervisory  
to jail 0001-05-1050-000-10004 supervisory  
\*\*\*\*\*
- ✓ Please move \$70,000 from rural patrol 0011-05-1000-000-10007 organized employees  
to 0001-05-1050-000-10400 Jail Overtime

My Budget Comparison Report

| Account Number   | 2019-2020<br>Total Activity | 2020-2021<br>Total Activity | 2021-2022<br>YTD Activity<br>Through Jun | Parent Budget               | Comparison 1<br>Budget | Comparison 1<br>to Parent<br>Budget | %      |
|--|-----------------------------|-----------------------------|--|-----------------------------|------------------------|-------------------------------------|--------|
|  |                             |                             |  | 2021-2022<br>2021-2022 Boar | 2022-2023<br>2022-2023 | Increase /<br>(Decrease)            |        |
| Function: 1040 - CENTRAL SERVICES/WCICC COMMUNICATIONS |                             |                             |  |                             |                        |                                     |        |
| Expense  |                             |                             |  |                             |                        |                                     |        |
| <a href="#">0001-01-1040-000-48100</a> TAX ALLOCATIONS | 611,336.91                  | 645,839.50                  | 523,751.10                               | 626,725.00                  | 624,249.00             | -2,476.00                           | -0.40% |
| Total Expense:   | 611,336.91                  | 645,839.50                  | 523,751.10                               | 626,725.00                  | 624,249.00             | -2,476.00                           | -0.40% |
| Total Function: 1040 - CENTRAL SERVICES/WCICC COMMUNI  | 611,336.91                  | 645,839.50                  | 523,751.10                               | 626,725.00                  | 624,249.00             | -2,476.00                           | -0.40% |

*Add \$54,000 for FY21 (April)*

## Dennis Butler

---

**From:** Heather Satterwhite  
**Sent:** Thursday, May 5, 2022 2:50 PM  
**To:** Dennis Butler; Karen James  
**Subject:** Board Budget Amendments

✓ I would say we are ok for Medical Examiner, but you never know about them. We have \$54,791 available overall as of today.

*Expenses*  
✓ Fiscal Audit (0001-01-9000-000-42002): \$12,000 in the red due to the Sheriff's Office State Audit.

*Admin*  
✓ Legal Publications (0001-01-9001-000-40000): We have \$3,000 available, with an average of \$4,700 each month in claims. Per our discussion, you thought we should amend for \$7,000 more. I concurred 😊

*Admin*  
✓ Repair & Maintenance (0001-01-9001-000-44400): We have \$470 available. I would say we may need an additional \$600 to cover the next payment. Depends on how much overage there is on our printer/copier.

✓ Civil Service looks ok.

✓ Public Bidder looks ok.

✓ Nothing else has shown any red flags to me.

*Heather Satterwhite  
Executive Secretary/Public Bidder  
Board of Supervisors  
620 Douglas St., Room 104  
Sioux City, IA 51101  
712-279-6525 ext. 2*

## Dennis Butler

---

**From:** Cathy Warner  
**Sent:** Tuesday, April 26, 2022 8:25 AM  
**To:** Dennis Butler  
**Subject:** RE: \*\*Reminder\*\* Budget Amendments due this Friday, April 29th

✓ We don't need to do anything for our jury witness budget do we?

Catherine J. Warner  
Manager of Administrative Services  
Woodbury County Attorney  
620 Douglas Street, Rm 300  
Sioux City IA 51101  
P: 712-279-6516  
F: 712-279-6457  
cwarner@woodburycountyiowa.gov

0002-04-1500-000 - 42506 = witness Fees 29  
Cash Reserves 29 ~~30~~,000

**From:** Dennis Butler <dbutler@woodburycountyiowa.gov>  
**Sent:** Monday, April 25, 2022 4:35 PM  
**To:** Heather Satterwhite <hsatterwhite@woodburycountyiowa.gov>; Cathy Warner <cwarner@woodburycountyiowa.gov>; Daniel Heissel <dheissel@woodburyparks.org>; Daniel Priestley <dpriestley@woodburycountyiowa.gov>; Dawn Norton <dnorton@woodburycountyiowa.gov>; Diane Swoboda Peterson <dspeterson@woodburycountyiowa.gov>; Don Armstrong <darmstron@woodburycountyiowa.gov>; John Malloy <jmalloy@wicc.com>; 'Judge Hoffmeyer' <duane.hoffmeyer@iowacourts.gov>; Julie Conolly <jconolly@woodburycountyiowa.gov>; Karen James <kjames@woodburycountyiowa.gov>; Kevin Grieme <kgrieme@siouxlanddistricthealth.org>; Mark Nahra <mnahra@woodburycountyiowa.gov>; Melissa Thomas <melissathomas@woodburycountyiowa.gov>; Michelle Skaff <miskaff@woodburycountyiowa.gov>; 'Pam Calhoun' <pam.calhoun@iowacourts.gov>; Pat Gill <pgill@woodburycountyiowa.gov>; Patrick Jennings <pjennings@woodburycountyiowa.gov>; 'Pegg Frericks' <Peggy.Frericks@iowacourts.gov>; Rebecca Socknat <rsocknat@woodburycountyiowa.gov>; Ryan Chytka <rchytka@woodburycountyiowa.gov>; Ryan Weber <rweber@woodburycountyiowa.gov>; 'Staci Maxfield' <staci.maxfield@iowacourts.gov>; Steve Hofmeyer <shofmeyer@woodburycountyiowa.gov>; Steve Holden <sholden@woodburycountyiowa.gov>; Tony Wingert <twingert@woodburycountyiowa.gov>; Chad Sheehan <csheehan@woodburycountyiowa.gov>; Diana Christensen <dchristens@woodburycountyiowa.gov>; Tina Bertrand <tbertrand@woodburycountyiowa.gov>; Charli Polley <cpolley@woodburycountyiowa.gov>; Lisa Robinson <lrobinson@woodburycountyiowa.gov>; Loni Kuhlmann <lkuhlmann@woodburycountyiowa.gov>; Rocky De Witt <rdewitt@woodburycountyiowa.gov>; Todd Peterson <toddpeterson@woodburycountyiowa.gov>; Jennifer Beeson <jbeeson@woodburycountyiowa.gov>; 'Foss, Diane' <dfoss@dhs.state.ia.us>; Kenny Schmitz <kschmitz@woodburycountyiowa.gov>; Dawn Zahnley <dzahnley@woodburycountyiowa.gov>; Tish Brice <tbrice@woodburycountyiowa.gov>; Michelle Brown <mbrown@wicc.com>; Andrew Donawa <adonawa@woodburycountyiowa.gov>  
**Subject:** Re: \*\*Reminder\*\* Budget Amendments due this Friday, April 29th



| <b>Fiscal Year 22 Budget Amendment</b>        |  |                       |                             |                         |
|---|--|-----------------------|-----------------------------|-------------------------|
| <b>Expenses - General Basic</b>               |  |                       |                             |                         |
| <b>Budget Code</b>                            | <b>Description</b>                         | <b>Amended Amount</b> | <b>New Line Item Totals</b> | <b>Amendment Source</b> |
| 001-22-6110-000-25000                         | Gas & Oil                                  | \$15,000.00           | \$45,000.00                 | General Basic Reserve   |
| 001-22-6110-000-43000                         | Natural & LP Gas                           | \$1,500.00            | \$4,500.00                  | General Basic Reserve   |
| 001-22-6110-000-43100                         | Electric Light & Power                     | \$2,000.00            | \$15,000.00                 | General Basic Reserve   |
|   |  |                       |                             |                         |
|   | <b>Total</b>                               | <b>\$18,500.00</b>    |                             | General Basic Reserve   |
| <b>Expense - Cons Reserve - Nature Center</b> |  |                       |                             |                         |
| 0057-22-6122-000-40001                        | Promotional Activities                     | \$12,000.00           | \$21,600.00                 | Donations - Revenue     |
|   |  |                       |                             |                         |
| <b>REAP</b>                                   |  |                       |                             |                         |
| 0023-22-6100-000-60000                        | Land Acquisition                           | \$846,205.00          | \$971,205.00                | CIP Revenues, Grants    |
| <b>Revenues</b>                               |  |                       |                             |                         |
| 023-2-22-6100-26510                           | Land Acquisition - REAP Grant - Salsness   | \$777,500.00          |                             | Grants                  |
| 023-2-22-6100-26510                           | Turkey Federation - Salsness               | \$5,000.00            |                             | Grants                  |
| 023-2-22-6100-26510                           | State Pheasants Forever Council - Salsness | \$20,000.00           |                             | Grants                  |
| 023-2-22-6100-26510                           | NAWCA Grant - Briese                       | \$50,000.00           |                             | Grants                  |
| 023-2-22-6100-26510                           | State Pheasants Forever Council - Briese   | \$10,000.00           |                             | Grants                  |
|   |  |                       |                             |                         |
|   | <b>Total</b>                               | <b>\$862,500.00</b>   | <b>\$862,500.00</b>         |                         |
|   |  |                       |                             |                         |
|   |  |                       |                             |                         |

**Dennis Butler**

---

**From:** Mark Nahra  
**Sent:** Friday, April 22, 2022 3:01 PM  
**To:** Dennis Butler  
**Subject:** FY 2022 Amendment

Dennis,

Please adjust the following items:

Revenue:

/ 0020-4-20-7010-13200 Local Options Sales and Service Tax Increase \$350,000 to \$2,400,000 total  
/ 0020-?-20-????-????? FEMA 4386 Increase \$373,000 to \$373,000 total (FY 2018 disaster declaration) Need new revenue number.

Expenditure:

J 0020-20-7113-461-21200 Granular Increase \$300,000 to \$1,400,000 total  
J 0020-20-7113-466-21200 Asphalt Pavement Repair 8"+ Increase \$60,000 to \$160,000 total

Increases due to: FEMA reimbursement for 4386 IA disaster was not received in FY 2021 so revenue is anticipated prior to the end of FY 2022. LOSST revenues are running stronger than budgeted. Gravel expenditure increase is allowing the county to take advantage of favorable gravel processing costs to stockpile additional material for use on county roads. Asphalt repair contract expanded to allow additional pavement preservation work under a favorable contract price for the work.

Mark J. Nahra, P.E.  
Woodbury County Engineer  
759 E. Frontage Road  
Merville, IA 51039  
Phone: 712-279-6484  
712-873-3215  
email: mnahra@woodburycountyiowa.gov

**Appropriation Transfer Adjustments for FY 22 Amendment #1**

|           |   |        |        |
|-----------|---|--------|--------|
| <b>#1</b> | Sheriff - Investigations                            |        |        |
|           | From: 0001-05-1000-000-10007 = Organized Employees  | 20,000 |        |
|           | To: 0001-05-1010-000-10008 = Supervisory            |        | 20,000 |
| <b>#2</b> | Sheriff - Civil Division                            |        |        |
|           | From: 0001-05-1000-000-10008 = Supervisory          | 86,000 |        |
|           | To: 0001-05-1540-000-10007 = Organized Employees    |        | 86,000 |
| <b>#3</b> | Sheriff - Jail Facility                             |        |        |
|           | From: 0002-05-1520-000-10004 = Supervisory          | 77,000 |        |
|           | To: 0001-05-1050-000-0004 = Supervised              |        | 77,000 |
| <b>#4</b> | Sheriff - Jail Facility                             |        |        |
|           | From : 0011-05-1000-000-10007 = Organized Employees | 70,000 |        |
|           | To: 0001-05-1050-000-10004 = Overtime               |        | 70,000 |

**APPROVAL OF FY 2021/2022 BUDGET AMENDMENT#1**

Resolution # \_\_\_\_\_

WHEREAS, the Woodbury County Board of Supervisors has considered the proposed FY 2021/2022 county budget amendment #1; and

WHEREAS, a public hearing concerning the proposed county budget was held on May 31, 2022;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Woodbury County that the county budget amendment #1 for FY 2021/2022 as set forth in the budget amendment summary, is hereby adopted and that the Woodbury County Auditor is directed to file said budget and to establish accounting records in accordance with the attached schedules.

BE IT FURTHER RESOLVED, that the Chairperson and the County Auditor be and are hereby authorized to sign the approved FY 2021/2022 county budget amendment.

Signed and dated the 31<sup>st</sup> day of May 2022.

\_\_\_\_\_  
Keith Radig, Chairman  
Woodbury County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor/Recorder

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

Date: 5/26/2022 Weekly Agenda Date: 5/31/2022

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

**WORDING FOR AGENDA ITEM:**

Consider award of bid for project number BRS-SWAP-C097(146)--FF-97 and approve resolution to direct county engineer to sign contract and bond

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The county received bids through Iowa DOT for a Bridge Replacement Project on County Route D12/110th Street east of Sioux City.

**BACKGROUND:**

Woodbury County prepared plans for replacement of the bridge on D12 east of Barker Avenue with a reinforced concrete box culvert. Bids were received and a recommendation is made for award. Due to fast changing material costs and in cooperation with DOT Office of Contracts, we asked to accelerate contract signing as shown in the resolution.

**FINANCIAL IMPACT:**

The bridge replacement project is paid for with SWAP funds from the Iowa DOT.

**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 award the bid for project BRS-SWAP-C097(146)--FF-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once proper paperwork is presented by the contractor.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion that the board award the bid for project BRS-SWAP-C097(146)--FF-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once a signed contract and bond are returned by the contractor for signature.

BID AWARD AND DESIGNATION AND AUTHORIZATION OF  
COUNTY ENGINEER FOR ELECTRONIC SIGNATURE OF CONTRACT AND  
BOND

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

**WHEREAS**, the Board of Supervisors has received bids for the project captioned herein, and,

**WHEREAS**, the board has considered the bids and concurs with the Iowa DOT and the County Engineer's recommendation to award the contract to the lowest responsible bidder, and:

**WHEREAS**, time is of the essence in locking in material prices in a rapidly changing cost environment currently being experienced by contractors and road agencies across the state, the Board is directing the County Engineer to electronically sign the contracts and bonds for the following project upon presentation of completed documents meeting contract requirements for the following project:

**BRS-SWAP-CO97(146)—FF-97**  
**Bridge Replacement project, County route D12/110<sup>th</sup> Street**

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors hereby awards the bid and directs the County Engineer is directed to electronically sign the contracts and bonds for the above captioned project upon presentation of final contract documents.

**Passed and approved this 31st day of May 2022.**

\_\_\_\_\_  
Keith Radig, Chairperson  
Woodbury County Board of Supervisors

**Attest:**

\_\_\_\_\_  
Patrick Gill  
Woodbury County Auditor

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

Date: 5/26/2022 Weekly Agenda Date: 5/31/2022

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

**WORDING FOR AGENDA ITEM:**

Consider award of bid for project number BRS-SWAP-C097(148)--FE-97 and approve resolution to direct county engineer to sign contract and bond

**ACTION REQUIRED:**

- |  |  |  |
|--|--|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input checked="" 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:**

The county received bids through Iowa DOT for a Bridge Replacement Project on Correctionville Road east of Charles Avenue.

**BACKGROUND:**

Woodbury County prepared plans for replacement of the bridge on Correctionville Road with a pretensioned, prestressed concrete beam bridge. Bids were received and a recommendation is made for award. Due to fast changing material costs and in cooperation with DOT Office of Contracts, we asked to accelerate contract signing as shown in the resolution.

**FINANCIAL IMPACT:**

The bridge replacement project is paid for with SWAP funds from the Iowa DOT.

**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 award the bid for project BROS-SWAP-C097(148)--FE-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once proper paperwork is presented by the contractor.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion that the board award the bid for project BROS-SWAP-C097(148)--FE-97 to the low bidder and approve the resolution directing the county engineer to sign the contracts once a signed contract and bond are returned by the contractor for signature.

BID AWARD AND DESIGNATION AND AUTHORIZATION OF  
COUNTY ENGINEER FOR ELECTRONIC SIGNATURE OF CONTRACT AND  
BOND

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

**WHEREAS**, the Board of Supervisors has received bids for the project captioned herein,  
and,

**WHEREAS**, the board has considered the bids and concurs with the Iowa DOT and the  
County Engineer's recommendation to award the contract to the lowest responsible bidder,  
and:

**WHEREAS**, time is of the essence in locking in material prices in a rapidly changing cost  
environment currently being experienced by contractors and road agencies across the state,  
the Board is directing the County Engineer to electronically sign the contracts and bonds for  
the following project upon presentation of completed documents meeting contract  
requirements for the following project:

**BROS-SWAP-CO97(148)—FE-97**  
**Bridge Replacement project, Correctionville Road**

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors  
hereby awards the bid and directs the County Engineer is directed to electronically sign the  
contracts and bonds for the above captioned project upon presentation of final contract  
documents.

**Passed and approved this 31st day of May 2022.**

\_\_\_\_\_  
Keith Radig, Chairperson  
Woodbury County Board of Supervisors

**Attest:**

\_\_\_\_\_  
Patrick Gill  
Woodbury County Auditor



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

Date: 05/26/2022 Weekly Agenda Date: 05/31/2022

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

**WORDING FOR AGENDA ITEM:**

Approve contract and bond for project number L-B(M299)--73-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The county let a project for the replacement of bridge M299 for bids on May10, 2022. The contractor has returned a signed contract for approval.

**BACKGROUND:**

The County Engineer has prepared plans for replacing an existing closed bridge with a reinforced 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 approve the contract with Dixon Construction.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the contract and bond for project L-B(M299)--73-97 with Dixon Construction for \$350,180.94.



**WOODBURY COUNTY, IOWA  
CONTRACT**

Kind of Work Bridge Replacement with RCB Culvert

Project No. L-B(M299)--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: Keith Radig, Rocky De Witt, Justin Wright, Matthew Ung and Jeremy Taylor Contracting Authority, and Dixon Construction Correctionville, IA, Contractor. WITNESSETH: That the Contractor, for and in consideration of -----

Three Hundred Fifty Thousand One Hundred Eighty and 94/100 (\$350,180.94)

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(M299)--73-97 |  | Group 1    |             |                     |
| 1.                        | Clearing and Grubbing                      | 0.22 Acres | \$21,000.00 | \$ 4,620.00         |
| 2.                        | Embankment In Place                        | 1,444 C.Y. | 21.00       | 30,324.00           |
| 3.                        | Excavation Class 10 Roadway                | 22 C.Y.    | 21.00       | 462.00              |
| 4.                        | Excavation Class 10 Channel                | 1,641 C.Y. | 7.00        | 11,487.00           |
| 5.                        | Granular Surface On Road, Crushed Concrete | 160 Ton    | 70.00       | 11,200.00           |
| 6.                        | Removal of Existing Bridge                 | 1 L.S.     | 17,000.00   | 17,000.00           |
| 7.                        | Granular Backfill                          | 101 C.Y.   | 125.00      | 12,625.00           |
| 8.                        | Excavation Class 20                        | 1,595 C.Y. | 14.00       | 22,330.00           |
| 9.                        | Structural Concrete (RCB Culvert)          | 207.4 C.Y. | 575.00      | 119,255.00          |
| 10..                      | Reinforcing Steel                          | 31,642 LB  | 1.57        | 49,677.94           |
| 11.                       | Temporary Stream Diversion                 | 1 Each     | 7,500.00    | 7,500.00            |
| 12.                       | Fence, Field                               | 100 L.F.   | 10.00       | 1,000.00            |
| 13.                       | Safety Closure                             | 2 Each     | 500.00      | 1,000.00            |
| 14.                       | Traffic Control                            | 1 L.S.     | 5,200.00    | 5,200.00            |
| 15.                       | Mobilization                               | 1 L.S.     | 52,000.00   | 52,000.00           |
| 16.                       | Mulching                                   | 0.60 Acres | 2,500.00    | 1,500.00            |
| 17.                       | Stabilizing Crop – Seeding and Fertilizing | 0.60 Acres | 5,000.00    | 3,000.00            |
| <b>TOTAL BID</b>          |  |            |             | <b>\$350,180.94</b> |

Said specifications and plans are hereby made part of and the basis of this agreement and a true copy of said plans and specifications are now on file in the office of the County Engineer under the date of May 2, 2022

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(M299)--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 |
|---------------------------|-------------------------|-----------------|------------------------|
|                           |                         | August 22, 2022 | 65                     |

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

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

\_\_\_\_\_ day of \_\_\_\_\_, 20 22

Approved:  
By \_\_\_\_\_  
Contractor: Dixon Construction

By \_\_\_\_\_  
Contracting Authority: Woodbury County Board Chairperson

Date \_\_\_\_\_ Date \_\_\_\_\_