



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(MAY 9) (WEEK 19 OF 2023)**

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

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Matthew A. Ung  
490-7852

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held May 9, 2023, 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. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of 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. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

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**AGENDA**

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

1. Approval of the agenda Action

**Consent Agenda**

**Items 2 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.**

2. Approval of the minutes of the May 2, 2023, meeting
3. Approval of claims
4. County Auditor – Patrick Gill  
Approval of Liquor License Application for Oscar Carl Vineyard, Sioux City
5. Board Administration – Heather VanSickle  
Approval of Notice of Property Sale Resolution for Parcel #894728127010 (aka 613-15 13<sup>th</sup> Street) for Tuesday, May 23<sup>rd</sup> at 4:35 p.m.

6. Board Administration – Karen James  
Approval of resolution thanking and commending Michael Gray for his years of service with Woodbury County
7. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process
  - c. Approval of two retiree requests to remain on the county health insurance

### **End Consent Agenda**

- |                                |  |                                    |
|--------------------------------|--|------------------------------------|
|                                | 8. Secondary Roads – Mark Nahra<br>Approval of permit to work in the county right of way for Certified Testing Services  | Action                             |
| <b>4:45 p.m.</b><br>(Set time) | 9. Planning/Zoning – Daniel Priestley <ol style="list-style-type: none"> <li>a. Receive county staff report concerning proposed amendments to Ordinance #56</li> <li>b. Public hearing for an ordinance to amend portions of Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind turbines set back requirements to increase certain setback requirements to the ordinance regulating Commercial Wind Energy Conversion Systems in unincorporated Woodbury County</li> <li>c. Conduct and approve the first reading of the ordinance amendment</li> </ol> | Action<br><br>Action<br><br>Action |
|                                | 10. Reports on Committee Meetings  | Information                        |
|                                | 11. Citizen Concerns   | Information                        |
|                                | 12. Board Concerns   | Information                        |

### **ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

<b>WED., MAY 10</b>	<b>7:30 a.m.</b>	SIMPCO Executive-Finance Committee - Hybrid
	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, First Floor Boardroom
	<b>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
	<b>6:30 p.m.</b>	911 Service Board Meeting, Public Safety Center, Climbing Hill
<b>THU., MAY 11</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>WED., MAY 17</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
<b>THU., MAY 18</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>FRI., MAY 19</b>	<b>12:00 p.m.</b>	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
<b>MON., MAY 22</b>	<b>6:00 p.m.</b>	Zoning Commission Meeting, First Floor Boardroom
<b>WED., MAY 24</b>	<b>2:30 p.m.</b>	Rolling Hills Community Services Region Governance Board Meeting
<b>THU, MAY 25</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
	<b>11:15 a.m.</b>	Western Iowa Community Improvement Regional Housing Trust Fund - Hybrid
<b>MON., JUNE 5</b>	<b>6:00 p.m.</b>	Board of Adjustment meeting, First Floor Boardroom
<b>WED., JUNE 7</b>	<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>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
<b>THU., JUNE 8</b>	<b>12:00 p.m.</b>	SIMPCO Board of Directors, 1122 Pierce St.
	<b>4:00 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>WED., JUNE 14</b>	<b>7:30 a.m.</b>	SIMPCO Executive-Finance Committee - Hybrid
	<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, Audubon County
<b>THU., JUNE 15</b>	<b>5:00 p.m.</b>	SIMPCO Annual Board of Directors Meeting & Award Ceremony, Mapleton, IA

**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 2, 2023, EIGHTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, May 2, 2023, at 4:00 p.m. Board members present were Bittinger II, Nelson, Taylor, Radig, and Ung. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

Motion by Ung second by Taylor to go into closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

Motion by Ung second by Taylor to go out of closed session per Iowa Code Section 21.5(1)(c). 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.

1. Motion by Ung second by Radig to approve the agenda for May 2, 2023. Carried 5-0. Copy filed.

Motion by Radig second by Ung to approve the following items by consent:

2. To approve minutes of the April 25, 2023 meeting. Copy filed.
3. To approve the claims totaling \$291,791.93. Copy filed.
4. To approve a 28E Agreement between Woodbury County, Iowa and the Woodbury Soil and Water Conservation District for funding and management of a Watershed Inspection and Maintenance Program in Woodbury County, Iowa. Copy filed.
5. To set the public hearing for the FY23 Budget Amendment #1 for May 30, 2023 at 4:45 p.m.
- 6a. To approve the separation of Alma Reyes Ramirez, Asst. County Attorney, County Attorney Dept., effective 05-05-23. Resignation.; the separation of Zachary Johnson, Sheriff Deputy, County Sheriff Dept., effective 05-14-23. Resignation.; and the reclassification of Katie Nelson, Custodian, County Sheriff Dept., effective 05-15-23, \$18.05/hour, 5%=\$.87/hour. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3. Copy filed.
- 6b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Deputy Sheriff, County Sheriff Dept. CWA: \$26.55/hour.; and (2) P/T Operations Officers-Paramedics, Emergency Services Dept. Wage Plan: \$25.00/hour. Copy filed.
7. To approve the underground utility permit for North West REC. Copy filed.
8. To approve and authorize the Chairperson to sign a Resolution proclamation May is National Mental Health Month.

**WOODBURY COUNTY BOARD OF SUPERVISORS PROCLAMATION  
RESOLUTION #13,587  
PROCLAMATION  
MAY IS NATIONAL MENTAL HEALTH MONTH**

**WHEREAS**, mental health is essential to everyone’s overall physical health and emotional well-being and

**WHEREAS**, surroundings can impact if, how, and when a person’s needs are met, which in turn affects mental health; and

**WHEREAS**, there is a need to recognize that mental illness affects the lives of many of our citizens and residents of all ages and sectors; and

**WHEREAS**, mental illness will strike one of four adults; and about two in ten children live with a serious mental or emotional disorder regardless of race, ethnicity, religion or economic status; and

**WHEREAS**, people who have mental illnesses can recover and lead full productive lives and with the help of Siouxland Mental Health Center, designated as the community mental health center in Woodbury County; and

**WHEREAS**, an estimated two-thirds of adults and one half of children with diagnosable mental health disorders are not receiving the help they need; and

**WHEREAS**, stigma continues to be the single most significant barrier to people getting the help they need; and

**WHEREAS**, mental health awareness helps individuals avoid the significant consequences of untreated anxiety, depression and stress; and

**WHEREAS**, the cost of untreated and mistreated mental illnesses and addictive disorders to American businesses, governments and families continues to grow; and

**WHEREAS**, disparities in mental health can be reduced by improving community outreach and engagement which ensure competent care for diverse communities; and

**WHEREAS**, positive mental health fosters self-esteem, and promotes personal happiness and effectiveness; and

**WHEREAS**, good mental health helps prevent community violence, abuse and family instability; and;

**WHEREAS**, the Woodbury County Supervisors observes Mental Health month every May to raise awareness and understanding of mental health and illness.

**THEREFORE**, I Matthew Ung, do hereby proclaim May 2023 as Mental Health Month in Woodbury County, Iowa. As Chairman, I also call upon the citizens, government agencies, public and private institutions, businesses, and schools of Woodbury County, Iowa to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

**DATED:** this 2<sup>nd</sup> day of May 2023.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

Carried 5-0.

9. Motion by Taylor second by Nelson to approve the purchase of 3CX phone system for the County. Carried 5-0. Copy filed.
- 10a. Motion by Radig second by Taylor to approve the permit to work in the right of way for Brenton Feuchtenberger. Carried 5-0. Copy filed.
- 10b. Motion by Radig second by Bittinger to award the bid for one motor grader to Murphy Tractor for \$381,044.00 and rebuild the second motor grader for \$213,450.00. Carried 5-0. Copy filed.
- 10c. Motion by Radig second by Ung to award the bid for 2 single axle dump trucks to Boyer Truck for \$192,540 and Istate for \$190,805. Carried 5-0. Copy filed.
- 10d. Motion by Radig second by Bittinger to approve the detour agreement with Iowa DOT for use of county roads during the Salix Interchange Project. Carried 5-0. Copy filed.
- 11a. Motion by Radig second by Taylor to receive the final staff report and the Zoning Commission's recommendation from their 4/24/23 meeting to approve the final plat of Niemeyer Addition, a minor subdivision to Woodbury County, Iowa. Carried 5-0. Copy filed.

- 11b. Motion by Radig second by Taylor to approve and authorize the Chairperson to sign a Resolution accepting and approving the final plat of Niemeyer Addition, a Minor Subdivision to Woodbury County. Carried 5-0.

**BOARD OF SUPERVISORS  
RESOLUTION #13,588  
ACCEPTING AND APPROVING NIEMEYER ADDITION  
A MINOR SUBDIVISION  
WOODBURY COUNTY, IOWA**

WHEREAS, THE OWNER AND PROPRIETOR DID ON

THE 24TH DAY OF APRIL 2023, FILE WITH THE WOODBURY COUNTY ZONING COMMISSION A CERTAIN PLAT DESIGNATED AS NIEMEYER ADDITION, A MINOR SUBDIVISION TO WOODBURY COUNTY, IOWA; AND

WHEREAS, IT APPEARS THAT SAID PLAT CONFORMS WITH ALL OF THE PROVISIONS OF THE CODE OF THE STATE OF IOWA AND ORDINANCES OF WOODBURY COUNTY, IOWA, WITH REFERENCE TO THE FILING OF SAME; AND

WHEREAS, THE ZONING COMMISSION OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT; AND

WHEREAS, THE COUNTY ENGINEER OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

NOW THEREFORE, BE, AND IT IS HEREBY RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, THAT NIEMEYER ADDITION, A MINOR SUBDIVISION TO WOODBURY COUNTY, IOWA BE, AND THE SAME IS HEREBY ACCEPTED AND APPROVED, AND THE CHAIRPERSON AND SECRETARY OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, ARE HEREBY DIRECTED TO FURNISH TO THE OWNER AND PROPRIETOR A CERTIFIED COPY OF THIS RESOLUTION AS REQUIRED BY LAW.

PASSED AND APPROVED THIS 2ND DAY OF MAY, 2023.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 12. Reports on committee meetings were heard.
- 13. There were no citizen concerns
- 14. Board concerns were heard.

The Board adjourned the regular meeting until May 9, 2023.

Meeting sign in sheet. Copy filed.

**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

*PKS  
by MES*

Date: May 5, 2023

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

Please approve an applicaton for a 12-month Class C Retail Alcohol permit with privileges of, Outdoor Servie for the Oscar Carl Vineyard, effective 06/01/23



# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY  
ROOM FOR MORE  
ENTERPRISES, INC.

NAME OF BUSINESS(DBA)  
Oscar Carl Vineyard

BUSINESS  
(712) 898-3400

ADDRESS OF PREMISES  
1473 Buchanan Avenue

PREMISES SUITE/APT NUMBER

CITY

COUNTY

ZIP

Sioux City

Woodbury

51106

MAILING ADDRESS

CITY

STATE

ZIP

1473 Buchanan Avenue

Sioux City

Iowa

51106

## Contact Person

NAME

PHONE

EMAIL

Melanie Olsen

(712) 898-3400

melanie.olsen@oscarcarlvineyard.com

## License Information

LICENSE NUMBER

LICENSE/PERMIT TYPE

TERM

STATUS

Class C Retail Alcohol License

12 Month

Submitted  
to Local  
Authority

TENTATIVE EFFECTIVE DATE

TENTATIVE EXPIRATION DATE

LAST DAY OF BUSINESS

June 2, 2023

June 1, 2024

SUB-PERMITS

Class C Retail Alcohol License





# State of Iowa

Alcoholic Beverages Division

## PRIVILEGES

Outdoor Service

## Status of Business

### BUSINESS TYPE

Corporation

## Ownership

### • Individual Owners

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

## Insurance Company Information

INSURANCE COMPANY

Hastings Mutual Insurance Company

POLICY EFFECTIVE DATE

Oct 1, 2022

POLICY EXPIRATION DATE

Oct 1, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

**RESOLUTION #**  
**NOTICE OF PROPERTY SALE**

**Parcel #894728127010**

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

**The W 50 feet of Lot 7, the W 50 feet of the South half of Lot 8, the W 30 feet of the North half of Lot 8 and the W 25 feet of the S 23 feet of Lot 9, all in Block 83 Sioux City East Addition, City of Sioux City, in the County of Woodbury County and State of Iowa (613-15 13<sup>th</sup> Street)**

**NOW THEREFORE,**

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

1. That a public hearing on the aforesaid proposal shall be held on the **23<sup>rd</sup> Day of May, 2023 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **23<sup>rd</sup> Day of May, 2023**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$49100** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 9<sup>th</sup> Day of May, 2023.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

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

\_\_\_\_\_  
Matthew A. Ung, Chairman

REQUEST FOR MINIMUM BID

Name: Eric Thomas

Date: 8/4/21

Address: 724 C St. - SSC, NE

Phone: 402-508-8915

Address or approximate address/location of property interested in:

6013-15 18<sup>th</sup> St.

GIS PIN # 894728127010

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

Legal Description:

The W 50 feet of Lot 7 the W 50 feet of the South half of Lot 8, the W 30 feet of the North half of Lot 8 and the W 25 feet of the S 23 feet of Lot 9 all in Block 83, Sioux City East-Addition

Tax Sale #/Date: #820 6/20/2016

Parcel # 30030

Tax Deeded to Woodbury County on: 4/26/23

Current Assessed Value: Land \$4,300<sup>-</sup> Building Ø Total \$4,300<sup>-</sup>

Approximate Delinquent Real Estate Taxes: \$117,531<sup>-</sup>

Approximate Delinquent Special Assessment Taxes: \$15,050<sup>-</sup>

\*Cost of Services: \$176<sup>-</sup>

Inspection to: Rocher Dewitt

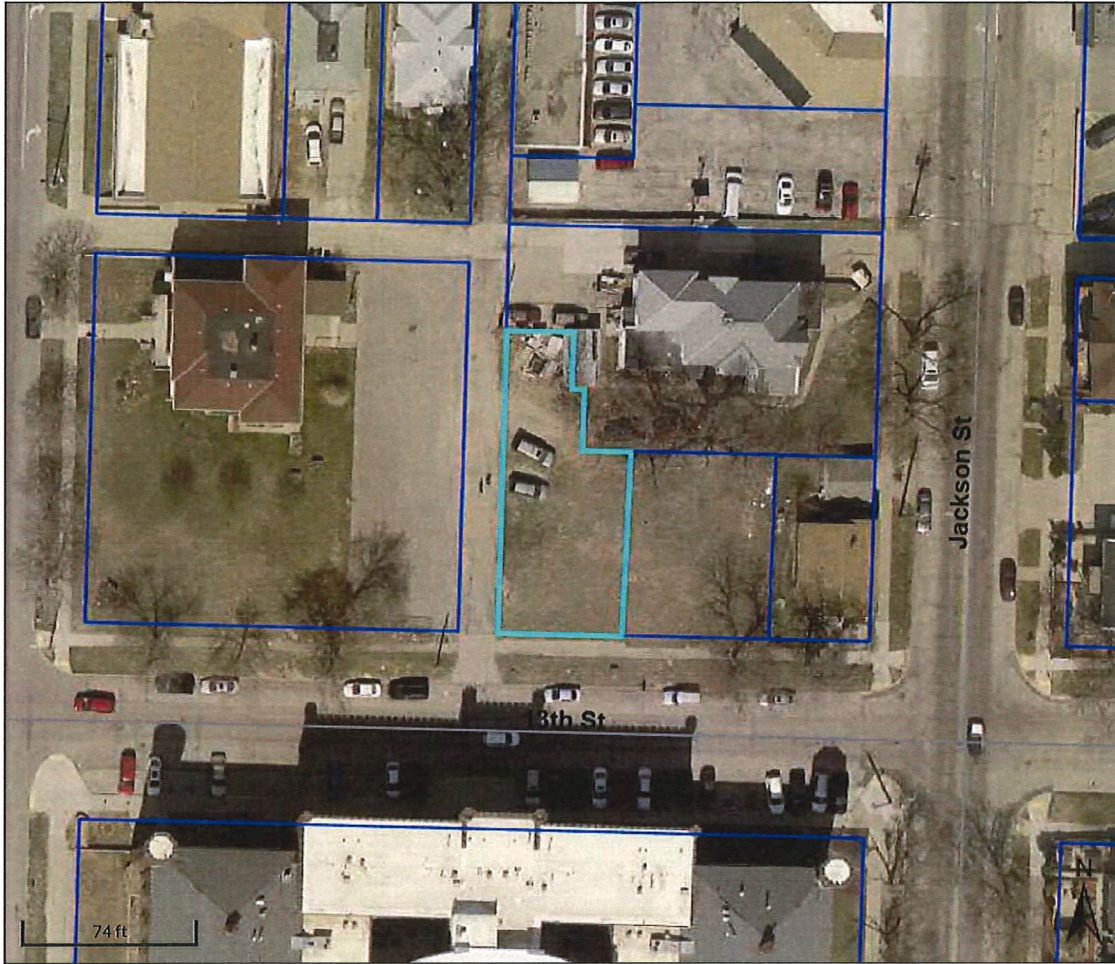
Date: 8/5/21

Minimum Bid Set by Supervisor: \$315<sup>00</sup> PLUS FEES, IF ANY Plus \$176<sup>00</sup>

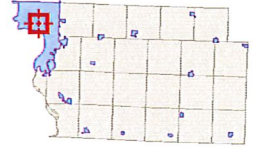
Date and Time Set for Auction: Tuesday, May 23<sup>rd</sup> @ 4:35

Total: \$491

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



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	894728127010	Alternate ID	30030	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	613-15 13TH ST	Acreage	n/a		SIOUX CITY, 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	SIOUX CITY EAST W 50 FT LOT 7 BLK 83 W 50 FT S 25 FT LOT 8 BLK 83 W 30 FT N 2 5 FT LOT 8 BLK 83 W 25 FT S 23 FT LOT 9 BLK 83				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 5/4/2023  
 Last Data Uploaded: 5/3/2023 7:42:47 PM

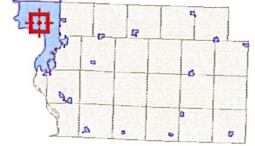
Developed by  Schneider  
 GEOSPATIAL



# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

Parcel ID	894728127010	Alternate ID	30030	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	613-15 13TH ST	Acreage	n/a		SIOUX CITY, 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	SIOUX CITY EAST W 50 FT LOT 7 BLK 83 W 50 FT S 25 FT LOT 8 BLK 83 W 30 FT N 2 5 FT LOT 8 BLK 83 W 25 FT S 23 FT LOT 9 BLK 83				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 5/4/2023  
 Last Data Uploaded: 5/3/2023 7:42:47 PM

Developed by Schneider  
 GEOSPATIAL

WOODBURY COUNTY, IOWA

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

A RESOLUTION THANKING AND COMMENDING

*Michael Gray*

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Michael Gray has capably served Woodbury County as an employee of the Woodbury County Secondary Roads for 28 years from October 23, 1995 to June 30, 2023

WHEREAS, the service given by Michael Gray 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 Michael Gray 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, Michael Gray.

BE IT SO RESOLVED this 9th day of May 2023.

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Matthew A. Ung, Chairman

\_\_\_\_\_  
Jeremy J. Taylor, Member

\_\_\_\_\_  
Daniel A. Bittinger II, Member

\_\_\_\_\_  
Keith W. Radig, Member

\_\_\_\_\_  
Mark E. Nelson, Member

Attest:

\_\_\_\_\_  
Patrick F. Gill, Woodbury County Auditor

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: May 9, 2023

**\* 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
Karrer, Theodore	Building Services	5-01-23	Custodian	\$21.24/hour	2.4%=\$.50/hr.	R	Increase due to Asbestos certification.
Wise, Cathia	Building Services	5-01-23	Custodian	\$18.55/hour	2.7%=\$.50/hr.	R	Increase due to Asbestos certification.
Klemke, Ian	Building Services	5-01-23	Maintenance Technician	\$23.36/hour	2%=\$.50/hr.	R	Increase due to Asbestos certification.
Mouw, Jon	Building Services	5-01-23	Maintenance Technician	\$23.36/hour	2%=\$.50/hr.	R	Increase due to Asbestos certification.
Roder, Steven	Building Services	5-01-23	Maintenance Technician	\$25.75/hour	2%=\$.50/hr.	R	Increase due to Asbestos certification.
Steig, Craig	Building Services	5-01-23	Maintenance Technician	\$25.75/hour	2%=\$.50/hr.	R	Increase due to Asbestos certification.
Svendsen, Terry	Building Services	5-01-23	Maintenance Worker	\$25.75/hour	2%=\$.50/hr.	R	Increase due to Asbestos certification.
De Witt, Rocky	County Sheriff	5-01-23	P/T Courthouse Safety & Security Officer	\$23.37/hour	0%	O	Change to P/T On-Call Status.
Novak, Kiely	Secondary Roads	6-01-23	Temporary Engineering Aide	\$16.50/hour		A	Not to exceed 120 days.
Gray, Michael	Secondary Roads	6-30-23	District Foreman			S	Retirement.

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

MELISSA THOMAS, HR DIRECTOR:

*Melissa Thomas HR Director*

**HUMAN RESOURCES DEPARTMENT**

**WOODBURY COUNTY, IOWA**

**DATE: May 9, 2023**

**AUTHORIZATION TO INITIATE HIRING PROCESS**

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>ENTRY LEVEL</b>	<b>APPROVED</b>	<b>DISAPPROVED</b>
Secondary Roads	District Foreman	Wage Plan: \$2,742.94 - \$2,932.05/  bi-weekly		
Secondary Roads	Assistant to the County Engineer	Wage Plan: \$92,874.77/year  \$3,572.11/  bi-weekly		

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





# 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: May 2, 2023

Subject: District 3 (Correctionville) Maintenance Foreman Position

I am requesting that the Board authorize the replacement of Mike Gray, District 3 (Correctionville) who has announced his retirement effective June 30, 2023. Since Mike will be absent while using his accrued vacation until that retirement date, I would like to fill this position quickly, if a suitable applicant can be found.

Since this is not a union position, there is no internal posting requirement and the position can be immediately advertised. Applicants from inside and outside our department can be considered for this position.

Thank you for your consideration.

DATE: April 26, 2023  
TO: Woodbury County Board of Supervisors  
FROM: Jennifer Johnson, District Health  
SUBJECT: Request for Retiree Health Insurance

I am retiring and I request to remain on the County's health insurance at my own expense.  
I am grateful for my career and the opportunities my service has provided me.

April 20, 2023

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

Dear Board Members:

I am requesting to purchase retiree health insurance effective the first month following my retirement date of 10/2/2023.

Respectfully yours,

A handwritten signature in cursive script that reads "Stephanie Powell". The signature is written in black ink and is positioned above the typed name.

Stephanie Powell, Claims Coordinator  
Siouxland District Health Department

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

Date: 5/4/2023 Weekly Agenda Date: 5/9/2023

**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 for Certified Testing Services (CTS)

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Matt Dailey of CTS has requested a permit to work in the right of way to obtain soil borings for construction of a future methane pipeline in the right of way.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. Brenton is building a new home on property adjacent to the road. This permit will allow the contractor to conduct soil borings in preparation for designing a methane gas pipeline between two dairies, one on Eastland Ave. south of 280th St and the other on Dallas, north of 270th St.

**FINANCIAL IMPACT:**

No impact 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?**

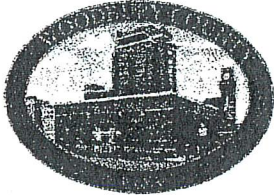
Yes  No

**RECOMMENDATION:**

No recommendation. This is not a permit for a pipeline in the right of way. This permit is for exploration only. The board may, at its discretion, ask for additional project details prior to even permitting exploration of soils in the right of way.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way for CTS and to direct the chair to sign the permit.



# 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.  
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SECRETARY  
Tish Brice  
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## WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Matt Dailey (Certified Testing Svcs) Phone No.: 712-203-0053

Mailing Address: PO Box 1193, Sioux City, Iowa 51102

Township: 87N Section: 29, 32 & 33

Woodbury County, State of Iowa, and Certified Testing Services, Inc. (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

8.5-inch diameter vertical soil test borings on the east side of County Hwy K42 beginning 50 feet north of 270th St extending 1 mile south to 280th St, and then going east on the north side of 280th St for 1.5 miles to Eastland Ave. Borings are spaced approximately 1,000 feet apart.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

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 \_\_\_\_\_ day of \_\_\_\_\_, 2023

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023

 Matthew Dailey  
Signature of Property Owner or Authorized Representative

\_\_\_\_\_  
Woodbury County Engineer

\_\_\_\_\_  
Chair, Woodbury County Board of Supervisors



Stoux Jerseys

Google Earth



Stoux Farms

B3 B2

B4

B5

B6

B7

B8

B9

B10

B11

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B13

B14

B15

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270th S

270th St

270th St

B2

B3 O

K42

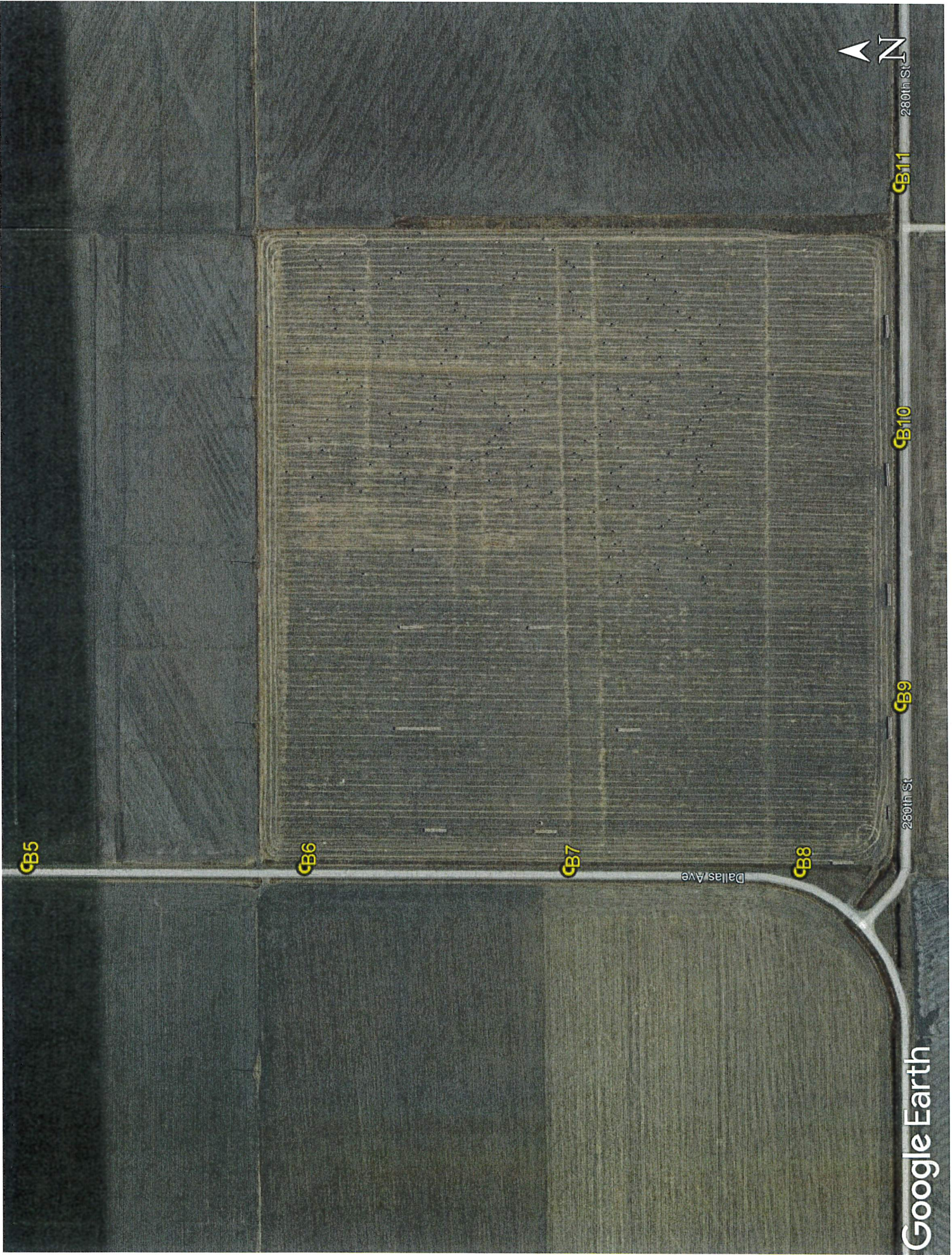
B4

B5

Dallas Ave







CB5

CB6

CB7

CB8

280th St

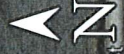
CB9

CB10

CB11

280th St

280th St



Google Earth

Dallas Ave



CB14

280th St

CB13

CB12

280th St

CB11

CB10



Delaware



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

Date: 5/3/23 Weekly Agenda Date: 5/9/22 4:45

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel Priestley

**WORDING FOR AGENDA ITEM:**

A) Receive staff report concerning proposed amendments to Ordinance #56. B) Public Hearing for an ordinance to amend portions of Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County. C) Approve the 1st Reading of the Ordinance Amendment

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

**SUMMARY OF PROPOSED REVISIONS TO WOODBURY COUNTY ORDINANCE #56: AMENDMENTS TO MODIFY SECTION 6.1.A: WIND TURBINES SET BACK REQUIREMENTS TO INCREASE CERTAIN SETBACK REQUIREMENTS TO THE ORDINANCE REGULATING COMMERCIAL WIND ENERGY CONVERSION SYSTEMS IN UNINCORPORATED WOODBURY COUNTY.**

**BACKGROUND:**

The Board will hold a public hearing and the first reading of the proposed ordinance to amend portions of Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County. Amendment #1: On page 10, Section 6.1.A, to repeal and replace the Wind Turbine Set Back Requirement for the City Limits Protected Area from 600 feet to 2 miles. Amendment #2: On page 10, Section 6.1.A, to repeal and replace the Wind Turbine Set Back Requirement for the Public Conservation Protected Area from 600 feet or 110% of total height (whichever is greater) to 2,640 feet or 4.5x tower height (whichever is greater).

**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:**

Receive the county staff report.  
Open and close the public hearing. (Set Time: 4:45 PM)  
Conduct and approve the first reading of the ordinance.  
The 2nd and 3rd public hearings and readings of the ordinance have been scheduled for Tuesday, May 16 at 4:45 PM and Tuesday, May 23 at 4:45 PM.

**ACTION REQUIRED / PROPOSED MOTION:**

A) Motion to receive county staff report concerning proposed amendments to Ordinance #56.  
B) Open and close the Public Hearing (Set Time: 4:45 PM) for an ordinance to amend portions of Woodbury County Ordinance #56: Amendments to modify Section 6.1.A: Wind Turbines Set Back Requirements to increase certain setback requirements to the Ordinance regulating Commercial Wind Energy Conversion Systems in Unincorporated Woodbury County.  
C) Motion to conduct and approve the 1st Reading of the Ordinance Amendment

**ORDINANCE NO. \_\_\_\_**  
**WOODBURY COUNTY, IOWA**

AN ORDINANCE AMENDING PORTIONS OF WOODBURY COUNTY ORDINANCE #56: AN AMENDMENT TO MODIFY SECTION 6.1.A: WIND TURBINES SET BACK REQUIREMENTS TO INCREASE CERTAIN SETBACK REQUIREMENTS IN THE ORDINANCE REGULATING COMMERCIAL WIND ENERGY CONVERSION SYSTEMS IN UNINCORPORATED WOODBURY COUNTY.

NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA THAT THE BELOW AMENDMENTS BE MADE:

AMENDMENT #1:

On page 10, Section 6.1.A, to repeal and replace the Wind Turbine Set Back Requirement for the City Limits Protected Area from 600 feet to 2 miles.

AMENDMENT #2:

On page 10, Section 6.1.A, to repeal and replace the Wind Turbine Set Back Requirement for the Public Conservation Protected Area from 600 feet or 110% of total height (whichever is greater) to 2,640 feet or 4.5x tower height (whichever is greater).

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2023

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Matthew Ung, Chairman

\_\_\_\_\_  
Jeremy Taylor, Vice Chairman

ATTEST:

\_\_\_\_\_  
Daniel Bittinger II

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

\_\_\_\_\_  
Mark Nelson

\_\_\_\_\_  
Keith Radig

Adoption Timeline

\_\_\_\_\_: Public Hearing and 1<sup>st</sup> Reading  
\_\_\_\_\_: Public Hearing and 2<sup>nd</sup> Reading  
\_\_\_\_\_: Public Hearing and 3<sup>rd</sup> Reading  
\_\_\_\_\_: Adopted  
\_\_\_\_\_: Published/Effective Date