



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (JUNE 20) (WEEK 25 OF 2023)

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

Agenda and Minutes available at: www.woodburycountyiowa.gov

Daniel A. Bittinger II 389-4405 dbittinger@woodburycountyiowa.gov

Mark Nelson 540-1259 mnelson@woodburycountyiowa.gov

Keith W. Radig 560-6542 kradig@woodburycountyiowa.gov

Jeremy Taylor 259-7910 jtaylor@woodburycountyiowa.gov

Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held June 20, 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.

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 6 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 June 13, 2023, meeting
3. Approval of claims
4. Human Resources – Melissa Thomas
a. Approval of Memorandum of Personnel Transactions
b. Authorization to Initiate Hiring Process
5. Secondary Roads – Mark Nahra
Approve the underground utility permit for WesTel Systems and to direct the chair to sign the permit

6. County Auditor – Patrick Gill
 - a. Approval of Liquor License Application for Abu Bekr Shrine, Sergeant Bluff, Iowa
 - b. Approval of Cigarette Permit for HCI Heritage Express Company – 330th Street

End Consent Agenda

- | | |
|--|-------------|
| 7. Human Resources/Emergency Services - Melissa Thomas/Scott Mitchell
Approval to increase the Emergency Services Department hourly employee's personal day and vacation benefits | Action |
| 8. Board Administration – Dennis Butler
Woodbury County Building Services Building | Information |
| 9. Reports on Committee Meetings | Information |
| 10. Citizen Concerns | Information |
| 11. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED. JUNE 21	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., JUNE 22	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
	1:30 p.m.	SIMPCO Community and Economic Development, Hybrid
MON., JUNE 26	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
WED., JUNE 28	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
WED., JULY 5	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WED., JULY 12	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	10:00 a.m.	STARComm Board Meeting, The Security Institute, WIT Campus
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
THU., JULY 13	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St.
	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
THU., JULY 20	10:00 a.m.	StarComm, Security Institute, WIT
	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., JULY 21	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.

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.

JUNE 13, 2023, TWENTY-FOURTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, June 13, 2023, at 4:30 p.m. Board members present were Bittinger II, Nelson, Taylor, Radig, and Ung by phone. Staff members present were Heather Satterwhite Van Sickle, Executive Secretary/Public Bidder, Melissa Thomas, Human Resources Director, Dennis Butler, Finance and Budget Director, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

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

1. Motion by Taylor second by Nelson to approve the agenda for June 13, 2023. Carried 5-0. Copy filed.

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

2. To approve minutes of the June 06, 2023 meeting. Copy filed.
3. To approve the claims totaling \$1,111,848.87. Copy filed.
- 4a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale of parcel #894726135002, 3223 11th St.

**RESOLUTION #13,626
NOTICE OF PROPERTY SALE**

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

Lots Eight (8), Nine (9), Ten (10), and Eleven (11) in Block Nineteen (19) Long View Addition to Sioux City, Woodbury County, Iowa (3223 11th Street)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **27th Day of June, 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 **27th Day of June, 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 \$408** 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 13th Day of June, 2023.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 4b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale of parcel #894726135001, 3223 ½ 11th St.

**RESOLUTION #13,627
NOTICE OF PROPERTY SALE**

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

Lots Twelve (12), Thirteen (13), and Fourteen (14) in Block Nineteen (19) Long View Addition to Sioux City, Woodbury County, Iowa (3223 ½ 11th Street)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **27th Day of June, 2023 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **27th Day of June, 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 \$423** 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 13th Day of June, 2023.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 4c. To approve the lifting of tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension. Copy filed.
- 5a. To approve the appointment of Katrina Hoogendyk, P/T Operations Officer-Paramedic, Emergency Services Dept., effective 06-26-23, \$25.00/hour. Job Vacancy Posted 5-3-23. Entry Level Salary: \$25.00/hour.; the separation of Charity Allen, P/T Youth Worker, Juvenile Detention Dept., effective 06-26-23. Resignation.; the promotion of Timothy McCormick, District Foreman, Secondary Roads Dept., effective 06-26-23, \$3,056.66/bi-weekly (FY 24 Wage). Promotion from Equipment Operator to District Foreman.; the reclassification of Frederick Beckman, Sheriff Deputy, County Sheriff Dept., effective 07-01-23, \$38.30/hour, 9.9%=\$3.46/hour. Per CWA Deputy Sheriff Contract agreement, from Senior to Master Class due to 7 years employment and 10 years Military service.; the reclassification of Eric Smith, Sheriff Deputy, County Sheriff Dept., effective 07-01-23, \$38.30/hour, 9.9%=\$3.46/hour. Per CWA Deputy Sheriff Contract agreement, from Senior to Master Class due to 7 years employment and Bachelor's Degree.; and the appointment of Kimberly Greco, Civilian Jailer, County Sheriff Dept., effective 07-05-23, \$23.97/hour. Job Vacancy Posted 2-6-23. Entry Level Salary: \$23.97/hour. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for P/T Youth Worker, Juvenile Detention Dept. AFSCME Juvenile Detention: \$21.41/hour (FY 24 wage); Clerk II, County Attorney Dept., AFSCME Courthouse: \$18.68/hour (FY 24 wage); and Legal Secretary III, County Attorney Dept., AFSCME Courthouse: \$22.63/hour (FY 24 wage). Copy filed.
6. To schedule dates & times for 3 public hearings for proposed Zoning Ordinance Text Amendments to temporary heavy construction services uses from prohibited uses to conditional uses in the General Commercial and Highway Commercial Zoning Districts: Aggregate crush & screen (temporary); asphalt mixing (temporary); and concrete mixing (temporary) for 7/11/23 at 4:45 p.m., 7/18/23 at 4:45 p.m., and 7/25/23 at 4:45 p.m. Copy filed.
7. To approve property tax refund Charlene Peterson for parcel #894711327008, 4020 Madison St., in the amount of \$147.39. Copy filed.

8. To approve the contract amendment with Midwest Monitoring and Surveillance. Copy filed.

9a. To approve the underground utility permit for Denny Stubbs. Copy filed.

9b. To approve the permit to work in the right of way for Mike Miltenberger. Copy filed.

Carried 5-0.

10. Information was presented by James Fisher, City of Merville, on Merville Frontage Road improvements.

Joe Robinson, Merville, Brett Hayworth, Merville, Mark Nahra, Woodbury County Secondary Roads presented information related to the proposal.

Motion by Taylor second by Nelson to receive information documents from Mayor Fisher. Carried 5-0. Copy filed.

11. Motion by Taylor second by Bittinger to expense ARPA 13 funding for furniture, fixtures, and equipment not to exceed \$941,000. Carried 5-0. Copy filed.

12a. Motion by Radig second by Nelson to increase the hourly rate of pay for township bookkeeping duties to \$20/hour beginning July 1, 2023. Carried 5-0. Copy filed.

12b. Motion by Taylor second by Nelson to approve an agreement with Neapolitan Labs to provide a Township Page on the Woodbury County website not to exceed \$1,250.00 to be funded from gaming. Carried 5-0. Copy filed.

12c. Motion by Taylor second by Bittinger to approve to require Woodbury County Township Clerks provide a bond of \$20,000. Carried 5-0. Copy filed.

13. Motion by Taylor second by Nelson to approve up to \$52,089.00 in gaming revenue for Emergency Services Director Scott Mitchell and Building Services Director Kenny Schmitz to utilize for budgeted repairs/replacements. Carried 4-0, Radig abstained. Copy filed.

14. Reports on committee meetings.

15. Doyle Turner, Merville, addressed the board regarding intergovernmental communication.

16. Board concerns.

The Board adjourned the regular meeting until June 20, 2023.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: June 20, 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
Aguilar, Imelda	County Sheriff	6-12-23	Civilian Jailer			S	Resignation.
Yarte, Joel	County Sheriff	6-14-23	Civilian Jailer			S	Resignation.
Weaver, Charli	County Treasurer	6-26-23	% Deputy	\$86,678.27/year	6.6%= \$5,417.39/yr (FY 24 Wage)	R	Increase from 75% to 80% Deputy.
Hedrick, Alesha	County Attorney	7-07-23	Legal Secretary			S	Resignation.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas HR Director

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: June 20, 2023

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	(2) Civilian Jailers	CWA: \$23.97/hour (FY 24 Wage)		

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

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

June 12, 2023

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective June 21st, 2023. We request this be placed on the agenda for Tuesday June 20th, 2023, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

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

Chad Sheehan, Sheriff

cc: file



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

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

June 14, 2023

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Male Correctional Officer position, effective June 21, 2023. We request this be placed on the agenda for Tuesday June 20th, 2023, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

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

Chad Sheehan, Sheriff

cc: file

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

Date: 06/15/2023 Weekly Agenda Date: 06/20/2023

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

WORDING FOR AGENDA ITEM:

Consideration of a utility permit for installation of new fiber optic in county right of way

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

WesTel Systems has applied for a permit to allow the installation of buried fiber optic cable in county right of way in the Cushing/Correctionville area.

BACKGROUND:

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the locations and recommends that the work be allowed.

FINANCIAL IMPACT:

No financial impact to the county.

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

Yes No

RECOMMENDATION:

Recommend approval of the permit for WesTel Systems

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the underground utility permit for WesTel Systems and to direct the chair to sign the permit.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name Phil Klein, Project Manager - WesTel Systems Highway (see attached map)
Address 012 E 3rd Street, Remsen, Iowa 51050 Township (see attached map)
Office Phone (712) 786-5576 Local Phone (712) 540-5276 City of (see attached map)
Type of Utility Installation Buried fiber optic cable and equipment Section: 1/4 of 1/4 Sec
Plans Prepared By Finley Engineering T 89 N, R 41 W
Map Showing Location Enclosed x Yes No Copy Enclosed x Yes No
Utility Location is x cross right-of-way x parallel to right-of-way
overhead x underground
Proposed Method of Installation
tunnel suspend on poles cased
x jack & bore suspend on towers trench
open cut plow

Estimated Starting Date 07/01/2023 Estimated Restoration Date 06/01/2024

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof.

By [Signature] Title Supervisor Date 6-14-23
(Signature of Authorized Utility Representative)

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____ Title _____
(Signature of Woodbury County Board Chairman)

Date _____

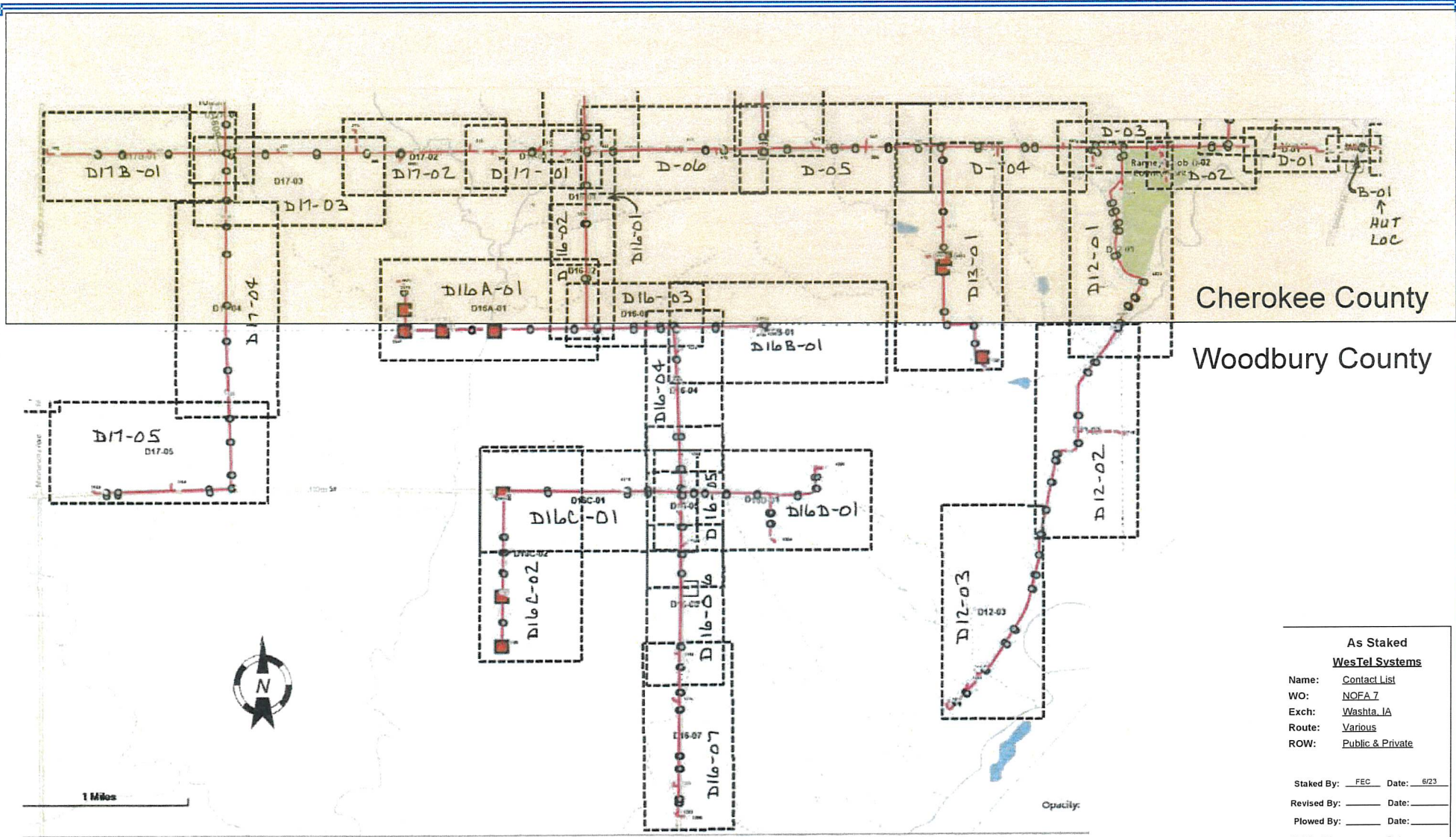
By _____ Title _____
(Signature of Woodbury County Engineer)

Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

- 1. The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities.



South Section

Cherokee County
Woodbury County

As Staked
WesTel Systems
 Name: [Contact List](#)
 WO: [NOFA 7](#)
 Exch: [Washta IA](#)
 Route: [Various](#)
 ROW: [Public & Private](#)

Staked By: FEC Date: 8/23
 Revised By: Date:
 Plowed By: Date:
 Tabbed By: Date:

Drawing Not to Scale

Contact List	1	of	1
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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/12/23 Weekly Agenda Date: 6/20/23

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

WORDING FOR AGENDA ITEM:

Consideration and approval for liquor license for Abu Bekr Shrine, Sergeant Bluff, 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 Retail Liquor License, with Sunday Service Sales privileges for Abu Bekr Shrine, effective 06/13/2023 through 06/12/24.

**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: June 12, 2023

Subject: Liquor License Application for the Abu Bekr Shrine, Sergeant Bluff, Iowa.

Please approve and receive for signature, an applicaton for a 12-month, Class C Liquor License (LC) (Commercial), with Sunday sales privileges, for the Abu Bekr Shrine, Sergeant Bluff, Iowa. The license would be effective 06/13/23 through 06/12/24.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
ABU BEKR SHRINERS HOLDING CORPORATION	Abu Bekr Shrine	(712) 253-8869		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1689 Old Highway 141		Sergeant Bluff	Woodbury	51054
MAILING ADDRESS	CITY	STATE	ZIP	
820 Nebraska Street	Sioux City	Iowa	51105	

Contact Person

NAME	PHONE	EMAIL
Richard Dean Porter	(712) 253-8869	rdpeporter@cablone.net

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 13, 2023	June 12, 2024	

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Status of Business

BUSINESS TYPE

Nonprofit corporation organized under chapter 504.

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Rich Porter	Sioux City	Iowa	51106	president	0.00	Yes

• Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
Abu Bekr Shrine	42-0114800	Sioux City	Iowa	51105	100.00

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

Founders Insurance Company

June 13, 2023

June 13, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

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

Date: 06/12/23 Weekly Agenda Date: 06/20/23

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

WORDING FOR AGENDA ITEM:

Discuss and Approve Cigarette Permit for HCI Heritage Express Company - 330th St.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Cigarette permits are sold on an annual basis. Our office only issues permits for establishments that are in unincorporated areas of Woodbury County (not inside a city's limits).

BACKGROUND:

This is a renewal of previous permit. Renewal Application received in Auditor's Office 06-12-23.

FINANCIAL IMPACT:

\$50.00 permit fee.

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:

Approve a 12-month Cigarette/Tobacco Permit for HCI Heritage Express Company, 1501 330th St., Sloan, Iowa, effective 07/01/23 through 06/30/24.

**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: June 12, 2023
RE: Cigarette/Tobacco Permit for Heritage Express, Sloan, Iowa

Please approve a cigarette/tobacco sales permit renewal for Heritage Express,
1501 330th Street, Sloan, Iowa, effective July 1, 2023 through June 30, 2024.

Instructions on the reverse side

For period (MM/DD/YYYY) ___ / ___ / ___ through June 30, ___

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: HCI Heritage Express Comapny

Physical location address: 1501 330th Street City: Sloan ZIP: 51055

Mailing address: 1501 330th Street City: Sloan State: IA ZIP: 51055

Business phone number: 4022415871

Legal Ownership Information:

Type of Ownership: Sole Proprietor [] Partnership [] Corporation [x] LLC [] LLP []

Name of sole proprietor, partnership, corporation, LLC, or LLP HoChunk Inc

Mailing address: 1 Mission Drive City: Winnebago State: NE ZIP: 68071

Phone number: 4028782809 Fax number: Email:

Retail Information:

Types of Sales: Over-the-counter [x] Vending machine []

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes [] No [x]

Types of Products Sold: (Check all that apply)

Cigarettes [x] Tobacco [x] Alternative Nicotine Products [x] Vapor Products [x]

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store [] Bar [] Convenience store/gas station [x] Drug store [] Grocery store [] Hotel/motel [] Liquor store [] Restaurant [] Tobacco store [] Has vending machine that assembles cigarettes [] Other []

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Lance Morgan

Signature: [Signature]

Date: 05/28/2023 7:06 AM CDT

Name (please print):

Signature:

Date:

2023 JUN -9 AM 8:14 PATRICK H. SILL WOODBURY COUNTY AUDITOR RECORDS COMM OF ELECTIONS

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

- Fill in the amount paid for the permit:
• Fill in the date the permit was approved by the council or board:
• Fill in the permit number issued by the city/county:
• Fill in the name of the city or county issuing the permit:
• New [] Renewal []

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
• Fax: 515-281-7375

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

Date: 06/15/2023 Weekly Agenda Date: 06/20/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas and Scott Mitchell

WORDING FOR AGENDA ITEM:

Approval to increase the Emergency Services department hourly employee's personal day and vacation benefits.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This agenda item is to increase the EMS personal day benefit from 8 to 24 hours each day and the vacation accrual maximum earned amount to coincide with the numbers of hours budgeted.

BACKGROUND:

Currently EMS receives 8 hours for each personal day provided, less for part time employees. This agenda item will increase that to 24 hours, which is the number of hours worked per shift. The requested vacation increase would not change the multiplier of hours worked, but it would change the cap number of vacation hours earned. Please see attached information.

FINANCIAL IMPACT:

Approximately \$9750.00

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

Yes No

RECOMMENDATION:

Pass the motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the increase of EMS hourly employee 's personal day and vacation maximum earned hours benefits.

Current Vacation Accral
Based on 2080 hours worked per year

Months of Service	Current	Annual Hours Earned
0-12	0.01923	40
12-96	0.03847	80
96-180	0.0577	120
180-240	0.0769	160
240-up	0.0962	200

Proposed Vacation Accrual
Based on 2756 hours worked per year (106 x 26)

Months of Service	Current	Annual Hours Earned
0-12	0.01923	53
12-96	0.03847	106
96-180	0.0577	159
180-240	0.0769	212
240-up	0.0962	265

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

Date: 6/19/2023 Weekly Agenda Date: 6/20/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis Butler/ LEC Authority

WORDING FOR AGENDA ITEM:

Woodbury County Building Services Building

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Woodbury County Building Services Building at Justice Center Location- Discussion

BACKGROUND:

Information relating to funding allocations and LEC construction change order requires further discussion

FINANCIAL IMPACT:

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

Yes No

RECOMMENDATION:

Information

ACTION REQUIRED / PROPOSED MOTION:

Information