

APRIL 21, 2015 — SEVENTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 21, 2015 at 4:30 p.m. Board members present were Clausen, Monson, Taylor, Smith, and Ung. Staff members present were Karen James, Board Administrator, Dennis Butler, Finance/Operations Controller, Joshua Widman, Assistant County Attorney, Ed Gilliland, Human Resources Director, Gloria Mollet, Assistant Human Resources Director, and Patrick Gill, Auditor/Clerk to the Board.

1. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.
2. Citizen concerns.
3. Motion by Taylor second by Ung to approve the Agenda for April 21, 2015. Carried 5-0. Copy filed.
4. Motion by Clausen second by Taylor to approve the minutes of the April 14, 2015 Board meeting. Carried 4-0; Ung abstained. Copy filed.
5. Motion by Clausen second by Smith to approve the county's claims totaling \$583,503.03. Carried 5-0. Copy filed.
6. Motion by Monson second by Taylor to approve the transfer of Donald Armstrong, Sergeant, County Sheriff Dept., effective 4-13-15, \$30.81/hour. Transfer from Patrol to Courthouse Safety & Security; the promotion of David Benson, Sergeant, County Sheriff Dept., effective 04-13-15, \$30.81/hour, 7%=\$2.07/hour. Per County Sheriff, from Deputy to Deputy Sergeant.; the separation of Raymond Richtermeier, Temporary Equipment Operator, Secondary Roads. End of Temporary work.; the separation of Delayne Folsom, Temporary Equipment Operator, Secondary Roads Dept., effective 4-15-15. End of Temporary Work.; the separation of Frank Thompson, Temporary Equipment Operator, Secondary Roads Dept., effective 4-15-15. End of temporary work.; and the separation of Mark Elgert, Building Superintendent, Building Services Dept., effective 6-28-15. Retirement. Carried 5-0. Copy filed.
- 7a. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the Little Sioux Inter-County Drainage District of Monona, Woodbury, and Harrison Counties in Iowa. Carried 5-0.

**WOODBURY COUNTY, IOWA
RESOLUTION #12,163
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE LITTLE SIOUX INTER-COUNTY DRAINAGE DISTRICT**

WHEREAS, the Board of Trustees of the Little Sioux Inter-County Drainage District, in session on the 5th day of March, 2015, 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 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 7b. Motion by Smith second by Ung to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the McCandles Inter-County Drainage District of Monona and Woodbury Counties, Iowa. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,164
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE MCCANDLES INTER-COUNTY DRAINAGE DISTRICT

WHEREAS, the Board of Trustees of the McCandless Inter-County Drainage District, in session on the 18th day of February, 2015, requested that the Board of Supervisors levy a special assessment of Eighty Percent (80%) 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 Eighty percent (80%) 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 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 7c. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the Sandhill-Lakeport Inter-County Drainage District of Monona and Woodbury Counties, Iowa. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,165
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE SANDHILL-LAKEPORT INTER-COUNTY DRAINAGE DISTRICT

WHEREAS, the Board of Trustees of the Sandhill-Lakeport Inter-County Drainage District, in session on the 9th day of March, 2015, requested that the Board of Supervisors levy a special assessment of Fifty Percent (50%) 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 Fifty Percent (50%) 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 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

8. Motion by Clausen second by Ung to approve the application for the 2016 EMS System Development Grant, to designate Dawn Zahnley the Authorized Representative and to designate Jean Jessen as the Fiscal Officer. Carried 5-0. Copy filed.

- 9. Motion by Smith second by Taylor to approve and authorize the Chairperson to sign a Resolution fixing date for a meeting on proposition to authorize a loan agreement and the issuance of notes to evidence the obligation of the County thereunder. Carried 5-0.

RESOLUTION #12,166
RESOLUTION FIXING DATE FOR A MEETING ON THE
AUTHORIZATION OF A LOAN AGREEMENT AND THE
ISSUANCE OF NOT TO EXCEED \$900,000 GENERAL
OBLIGATION CAPITAL LOAN NOTES OF WOODBURY
COUNTY, STATE OF IOWA (FOR ESSENTIAL COUNTY
PURPOSES), AND PROVIDING FOR PUBLICATION OF
NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Woodbury County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$900,000, as authorized by Sections 331.402 and 331.443, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential county purpose projects as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA:

That this Board meet in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at 4:40 P.M., on the 5th day of May, 2015, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$900,000 General Obligation Capital Loan Notes, for essential county purposes, the proceeds of which notes will be used to provide funds to pay the costs of public buildings, including equipment, remodeling, reconstruction and additions or extensions to the buildings.

The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$900,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: April 30, 2015)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA,
 ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE
 ISSUANCE OF NOT TO EXCEED \$900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE
 COUNTY (FOR ESSENTIAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Woodbury County, State of Iowa, will hold a public hearing on the 5th day of May, 2015, at 4:40 P.M., in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$900,000 General Obligation Capital Loan Notes, for essential

county purposes, to provide funds to pay the costs of public buildings, including equipment, remodeling, reconstruction and additions or extensions to the buildings. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Woodbury County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this 21st day of April, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 10a. Motion by Clausen second by Ung to approve the permit for work within the Highway Right of Way for Vernon Brice for work on 170th St. between Fayette Ave. and Franklin. Carried 5-0. Copy filed.
- 10b. Motion by Smith second by Taylor to approve a materials contract for supplying corrugated metal pipe culvert with Contect Engineering Solution of Ankeny, IA. Carried 5-0. Copy filed.
- 11a. Introduction of newly appointed Emergency Management Coordinator, Michelle Skaff.
- 11b. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution approving a 28E Agreement between Woodbury County, Iowa and the Woodbury County Emergency Management Commission concerning provision of employee benefits, Human Resources, and payroll services. Carried 5-0.

RESOLUTION #12,167

RESOLUTION APPROVING A 28E AGREEMENT BETWEEN WOODBURY COUNTY, IOWA AND THE WOODBURY COUNTY EMERGENCY MANAGEMENT COMMISSION CONCERNING PROVISION OF EMPLOYEE BENEFITS, HUMAN RESOURCES, AND PAYROLL SERVICES

WHEREAS, Woodbury County, Iowa and the Woodbury County Emergency Management Commission desire to enter in an Agreement concerning the efficient and economical provision of human resources, employee benefits, payroll, and other similar services ; and

WHEREAS, the parties have prepared a 28E Agreement relating to said purpose, a copy of which is attached hereto and by this reference made a part hereof, which will establish and set forth the powers, duties, responsibilities, and obligations of each party to the 28E Agreement; and

WHEREAS, said 28E Agreement does not create a separate legal entity; and

WHEREAS, said 28E Agreement should be approved as to form and content and the Chairman of the Woodbury County Board of Supervisors be authorized and directed to execute said 28E Agreement for and on behalf of the Woodbury County.

NOW, THEREFORE, BE IT RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS that the 28E Agreement, referred to in the preamble herein, be and the same is hereby approved as to form and content and the Chairman be and he is hereby authorized and directed to execute the same for and on behalf of Woodbury County.

Dated this 21st day of April, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 11c. Motion by Clausen second by Tylor to approve the 28E Agreement between Woodbury County and the Woodbury County Emergency Management Commission concerning provision of employee benefits, human resources, and payroll services. Carried 5-0. Copy filed.
12. Motion by Taylor second by Ung to postpone action to approve an agreement between Woodbury County and the City of Sergeant Bluff, Iowa regarding the financing of the Dogwood Trail Project. Carried 5-0. Copy filed.
13. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a letter of intent to Baker Group. Carried 5-0. Copy filed.
14. Opening of proposals RFP's for the jail kiosk commissary. The RFP's are as follows:

Iowa Department of the Blind T.N.T. Vending
Trinity Service Group
CBM Managed Services
Keefe Commissary Network

Motion by Clausen second by Taylor to receive the proposals for the jail kiosk commissary and submit them to the County Sheriff for review and recommendation. Carried 5-0. Copy filed.
15. Reports on committee meetings.
16. Citizen's concerns.
17. Board concerns and comments.

The Board adjourned the regular meeting until April 28, 2015.

Meeting sign in sheet. Copy filed.