

JANUARY 9, 2024, SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, January 9, 2024, at 3:30 p.m. Board members present were Nelson, Ung, Bittinger II, and Radig; Taylor was absent. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Finance and Budget Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

- 1a1. Motion by Radig second by Ung to receive the Recorder budget as submitted. Carried 4-0.
- 1a2. Motion by Radig second by Ung to receive the Recorders Management budget as submitted. Carried 4-0.
- 1a3. Motion by Radig second by Bittinger to receive the Auditor budget as submitted. Carried 4-0.
- 1a4. Motion by Ung second by Bittinger to receive the Elections Administration budget as submitted. Carried 4-0.
- 1a5. Motion by Radig second by Ung to receive the Elections General budget as submitted. Carried 4-0.
- 1b1. Motion by Radig second by Ung to receive the County Attorney Administration budget reduced by \$15,468.00 in payroll budget lines. Carried 4-0.
- 1b2. Motion by Radig second by Ung to receive the County Attorney Collections budget as submitted. Carried 4-0.
- 1b3. Motion by Radig second by Ung to receive the County Attorney Juvenile Division budget as submitted. Carried 4-0.
- 1b4. Motion by Radig second by Ung to receive the County Attorney Jury & Witness Fees budget as submitted. Carried 4-0.
- 1b5. Motion by Ung second by Nelson to receive the County Attorney Forfeiture budget as submitted. Carried 4-0.
- 1b6. Motion by Ung second by Radig to receive the County Fine Collections budget as submitted. Carried 4-0.
- 1c1. Motion by Radig second by Ung to receive the Conservation Administration budget as submitted. Carried 4-0.
- 1c2. Motion by Radig second by Ung to receive the Conservation Parks budget as submitted. Carried 4-0.
- 1c3. Motion by Radig second by Ung to receive the Conservation Naturalist budget as submitted. Carried 4-0.
- 1c4. Motion by Radig second by Ung to receive the Conservation Nature Center budget as submitted. Carried 4-0.
- 1c5. Motion by Radig second by Ung to receive the Conservation REAP budget as submitted. Carried 4-0.
- 1c6. Motion by Radig second by Ung to receive the Conservation Nature Center budget as submitted. Carried 4-0.
- 1c7. Motion by Radig second by Ung to receive the Conservation Reserve budget as submitted. Carried 4-0.
- 1d1. Motion by Radig second by Bittinger to receive the Treasurer Motor Vehicle budget as submitted. Carried 4-0.
- 1d2. Motion by Radig second by Ung to receive a document from Treasurer Bertrand regarding interest. Carried 4-0. Copy filed.

Motion by Radig second by Ung to receive the Treasurer Tax Department budget reduced by \$973 in payroll budget lines. Carried 4-0.

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

- 2. Motion by Ung second by Nelson to approve the agenda for January 9, 2024. Carried 4-0. Copy filed.

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

- 3. To approve minutes of the January 2, 2024 meeting. Copy filed.
- 4. To approve the claims totaling \$746,989.50. Copy filed.
- 5a. To approve the transfer of Mark Nelson, Board Member, Board of Supervisors Dept., effective 1-02-24, \$40,714.78/year, 0%. Transfer from Board Vice Chair to Board Member.; the transfer of Daniel Bittinger, Board Vice Chair, Board of Supervisors Dept., effective 1-02-24, \$40,744.78/year, 0%. Transfer from Board Member to Board Vice Chair.; the separation of Rick Uhl, Custodian, Building Services Dept., effective 1-04-24. Resignation.; the separation of Stacy Ritchie, Senior Clerk, Human Resources Dept., effective 1-05-24. Resignation.; the appointment of Lewis Munhofen, Civilian Jailer, County Sheriff Dept., effective 1-16-24, \$23.97/hour. Job Vacancy Posted 11-29-23. Entry Level Salary: \$23.97/hour.; and the appointment of Zackary Paulsen, Civilian Jailer, County Sheriff Dept., effective 01-16-24, \$23.97/hour. Job Vacancy Posted 12-6-23. 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 Custodian, Building Services Dept. AFSCME Courthouse: \$16.79/hour.; and Clerk II, Human Resources Dept. Wage Plan: \$18.68/hour. Copy filed.
- 6. To approve the property tax refund for Tina Wilson, Vin #11259267, 1999 New Moon mobile home, in the amount of \$124.00. Copy filed.
- 7. To receive for signatures a Resolution Thanking and Commending Betty West for her years of service with Woodbury County.

WOODBURY COUNTY, IOWA
RESOLUTION #13,691
A RESOLUTION THANKING AND COMMENDING
BETTY WEST
FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Betty West has capably served Woodbury County as an employee of the Conservation Department for 17 years from December 10, 2007 to January 20, 2024.

WHEREAS, the service given by Betty West as a Woodbury County employee, has been characterized by her 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 Betty West for her 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, Betty West.

BE IT SO RESOLVED this 9th day of January 2024.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 8. To receive for signatures a Resolution Thanking and Commending Dr. Jeffrey O'Tool for his years of service with Woodbury County.

WOODBURY COUNTY, IOWA
RESOLUTION #13,692
A RESOLUTION THANKING AND COMMENDING
DR. JEFFREY O'TOOL

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Dr. Jeffrey O'Tool has capably served Woodbury County as a member of the Zoning Commission since 2020; and

WHEREAS, the service given by Dr. Jeffrey O'Tool has been characterized as exemplary by his dedication to the best interests of the citizens of Woodbury County; and

WHEREAS, Dr. Jeffrey O'Tool has contributed to the betterment of the county by hearing and deciding on matters related to the county zoning and flood plain ordinances, including conditional uses, subdivisions, and ordinance revision recommendations; and

WHEREAS, notable actions made by the Zoning Commission during Dr. Jeffrey O'Tool's tenure include the review and recommendation of numerous residential developments, public and private infrastructure improvements, and various county ordinances to improve the quality of life for residents and businesses throughout Woodbury County, and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board hereby thanks and commends Dr. Jeffrey O'Tool 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, Dr. Jeffrey O'Tool.

BE IT SO RESOLVED this 9th day of January 2024.

WOODBURY COUNTY BOARD OF SUPERVISORS
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 9a. To approve the Chairperson's 2024 Liaison assignments and Committee assignments. Copy filed
- 9b. To approve the Committee Form for Policy Review Committee. Copy filed.
- 10. To receive letter from Patrick Mouw, Veenstra & Kimm, Inc., regarding the informational meeting to discuss proposed drainage improvements for the Salix Drainage District on January 11, 2024 at 5:00 p.m. in the basement boardroom in Woodbury County Courthouse. Copy filed.

Carried 4-0.

- 11. Presentation of resolution thanking Ben Kusler for his 27 years to Woodbury County Secondary Roads. Copy filed.
- 12. Motion by Ung second by Nelson to approve to spend WCICC-IT FY24 CIP dollars. Carried 4-0. Copy filed.
- 13. Motion by Nelson second by Ung to receive a law enforcement authority update document. Carried 4-0. Copy filed.

Reports on committee meetings were heard.

- 14. There were no citizen concerns.
- 15. Board concerns were heard.
- 1e. Motion by Ung second by Radig to reduce the property tax burden in FY25 by \$900,000 by using General Fund reserves representing unspent FY24 funds in the Building Services departmental budget related to the new Law Enforcement Center. Carried 4-0. Copy filed.

The Board adjourned the regular meeting until January 16, 2024.

Meeting sign in sheet. Copy filed.