

APRIL 1, 2025, FOURTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 1, 2025, at 4:30 p.m. Board members present were Ung, Carper, Dietrich, Nelson, and Bittinger II. Staff members present were Joshua Widman, Assistant County Attorney, Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, and Michelle Skaff, 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.

Motion by Bittinger second by Nelson to approve the agenda for April 1, 2025. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to approve the following items by consent with discussion on item waiving the nepotism policy:

To approve minutes of the March 25, 2025 meeting. Copy filed.

To approve the claims totaling \$518,566.24. Copy filed.

To approve an application for a 12-month Class C Retail Alcohol Licenses, with Outdoor Service Sales privileges, for Anthon Golf Course, effective 04/01/25 through 03/31/26. Copy filed.

To approve a application for a 12-month Class C Retail Alcohol Licenses, with Outdoor Service Sales privileges, for Scarecrow Farm, effective 06/01/25 through 05/31/26. Copy filed.

To waive the nepotism policy for a potential Secondary Roads Dept. employee. Copy filed.

To approve the reclassification of Matthew Metzgar, Assistant County Attorney, County Attorney Dept., effective 04-14-2025, \$116,303.00/year, 4%=\$4,053.00/year. Per AFSCME Attorney: Move from Step 7 to Step 8. Anniversary Date: 4/18/25.; and the resignation of Melody Ress, Civilian Jailer, County Sheriff Dept., effective 04-24-2025. Resignation. Copy filed.

To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept. CWA Civilian: \$24.57/hour. Copy filed.

To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Cheryl Zabel, parcel #894716457007, 2815 Jennings St.

WOODBURY COUNTY, IOWA RESOLUTION #13,873 RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES

WHEREAS, Cheryl A. Zabel, as titleholder of a property located 2815 Jennings Street, Sioux City, Iowa, Woodbury County, Iowa, and legally described as follows:

Parcel #894716457007

PEIRCES ADDITION LOT 5 BLK 7

WHEREAS, Cheryl A. Zabel of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

WHEREAS, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby grants the request for a suspension of taxes, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

SO RESOLVED this 1st day of April 2025.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Carried 5-0.

A public hearing was held at 4:35 p.m. for Community Development Block Grant Application. The Chairperson called on anyone wishing to be heard.

Christina Eggink-Postma, Crittenton Center, provided information on the grant.

Motion by Nelson second by Bittinger to close the public hearing. Carried 5-0.

Motion by Bittinger second by Nelson to approve the Community Development and Housing Needs Assessment draft with response of "high" to all questions. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution authorizing application of a Community Development Block Grant (CDBG) application; authorizing the Board of Supervisors Chairperson and County Auditor to sign the application and related materials; designate a contact person on behalf of Woodbury County. Carried 5-0.

RESOLUTION #13,874
A RESOLUTION AUTHORIZING APPLICATION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION; AUTHORIZING THE BOARD OF SUPERVISORS CHAIRPERSON AND COUNTY AUDITOR TO SIGN THE APPLICATION AND RELATED MATERIALS; DESIGNATE A CONTACT PERSON ON BEHALF OF WOODBURY COUNTY

WHEREAS, Florence Crittenton Home of Sioux City, IA DBA Crittenton Center, a local non-profit service organization in Woodbury County has established a need for improvements to their child welfare emergency shelter (Transitional Therapeutic Home – TTH) located at 3901 Green Ave, Sioux City, IA 51106; and

WHEREAS, Crittenton Center is the only child welfare emergency shelter in Woodbury County, serving children and youth from Woodbury County and across the state; and

WHEREAS, Woodbury County has the ability to apply for CDBG financial assistance through the Iowa Economic Development Authority (IEDA) on behalf of Crittenton Center, and supports Crittenton Centers' efforts to make improvements and renovations to the Transitional Therapeutic Home;

NOW THEREFORE LET IT BE RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, that

- 1) Submittal of a CDBG application, on behalf of Crittenton Center is authorized;
- 2) Board Chairperson Daniel Bittinger II and Vice-Chairperson Mark Nelson are hereby authorized to sign and execute said grant application and related correspondence for Woodbury County;
- 3) Daniel Bittinger II shall be the designated contact person for Woodbury County.

PASSED AND APPROVED the 1st day of April, 2025.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Motion by Nelson second by Dietrich to approve a Tower Site Lease Amendment Agreement. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to receive the Woodbury County Zoning Commission's recommendation following their review of minimum dimensions for single-family dwellings in Section 4.11 of the Zoning Ordinance. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to approve the new Mechanic Foreman position and bring back for further discussion on wages. Carried 5-0. Copy filed.

Motion by Nelson second by Dietrich to approve and authorize the Chairperson to sign a Resolution bid award and designation and authorization of County Engineer for electronic signature of contract and bond. Carried 5-0.

**BID AWARD AND DESIGNATION AND AUTHORIZATION OF COUNTY
ENGINEER FOR ELECTRONIC SIGNATURE OF
CONTRACT AND BOND
RESOLUTION #13,875**

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

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

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

**BRS-C097(151)--60-97
Bridge Replacement on County Route D12/110th St. over Muddy Creek, 0.8 miles east of Eastland Ave. in section
8 T89N R45W**

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

Passed and approved this 1st day of April, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

Motion by Nelson second by Bittinger to de-fund for FY26 but not de-authorize the position of Part Time Equipment Operator in the Secondary Roads Department. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to de-fund for FY26 but not de-authorize the position of Human Resources Clerk in the Human Resources Department. Carried 5-0. Copy filed.

Motion by Nelson second by Dietrich to de-fund for FY26 but not de-authorize the position of paramedic in the Emergency Services Department. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to de-fund for FY26 but not de-authorize the position of Clerk II in the Treasurer Department. Carried 5-0. Copy filed.

The board conducted a miscellaneous review of the budget.

Reports on committee meetings were heard.

Robin Schiro, Elk Point, addressed the board regarding the budget review.

Board Concerns were heard.

The Board adjourned the regular meeting until April 8, 2025.

Meeting sign in sheet. Copy filed.