

JULY 1, 2025, TWENTY-SEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, July 1, 2025, at 3:00 p.m. Board members present were Carper, Bittinger II, Ung (by phone), and Nelson, Dietrich was absent. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, James Loomis, County Attorney and Michelle Skaff, Auditor/Clerk to the Board.

Motion by Bittinger second by Nelson to go into joint closed session with LEC Authority {Iowa Code Section 21.5 (1) (c)}. Carried 4-0 on roll-call vote.

Motion by Bittinger second by Nelson to go out of closed session with LEC Authority {Iowa Code Section 21.5 (1) (c)}. Carried 4-0 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 Bittinger second by Nelson to approve the agenda for July 1, 2025. Carried 4-0. Copy filed.

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

2. To approve minutes of the June 24, 2025 meeting. Copy filed.
3. To approve the claims totaling \$1,282,902.28. Copy filed.
4. To approve the reclassification of Trevor Brass, Assistant County Attorney, County Attorney Dept., effective 07-07-2025, \$118,048/year, 4%=\$4,114.00/year. Per AFSCME Attorney: Move from Step 7 to Step 8. Anniversary Date 07/15/25; the reclassification of William Brooks, Deputy, Sheriff's Dept., effective 07-07-2025, \$41.62/hour, 10%=\$3.76/hour. Per CWA Deputy: Move from Senior to Master. Anniversary Date 07/18/25; and the appointment of Jason Ritchie, Mechanic Foreman, Secondary Roads Dept., effective 07-14-2025, \$3,452.53/bi-weekly. Job Vacancy posted on 5/14/25. Entry Level Salary \$3,452.53 bi-weekly. Copy filed.
5. To approve the disposition of the unused AMZ Pothole Patcher machine. Copy filed.
6. To approve items to be auctioned per Personal Property Disposition Policy. Copy filed.
7. To approve and authorize the Chairperson to sign a notice of property sale resolution for parcel #894726113008 (aka 1001 Helen St) for Tuesday, July 15th at 4:35 pm.

WOODBURY COUNTY, IOWA
RESOLUTION #13,927
PARCEL #894726113008

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

Lots Four (4), Five (5), and Six (6) in Block Twenty-Five (25), Booge and Taylor's Addition to Sioux City, Iowa and that part of the north/south alley abutting Lots 4, 5, 6, Block 25, Booge and Taylor's Addition, Sioux City, Woodbury County, Iowa and vacated obsolete Tenth Street, abutting Lot 6, Block 25, Booge and Taylor's Addition to Sioux City, Woodbury County, Iowa (1001 Helen 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 **15th Day of July, 2025 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 **15th Day of July, 2025**, 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 \$476.00** 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 1st Day of July, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 8a. To approve reappointing John Mansfield to the Veteran Affairs Commission. Copy filed.
- 8b. To approve the appointment of Phillip Hinds to the Veteran Affairs Commission. Copy filed.
- 8c. To approve the appointment of Greg Jochum and Bruce Sorensen to the Commission to Assess Damages – Category A – Owner/Operators of Agricultural. Copy filed.
- 8d. To approve the appointment of Mark Vos to the Commission to Assess Damages – Category C – Licensed Real Estate Salesman or Real Estate Broker. Copy filed.
- 8e. To approve the appointment of Dennis Reyman to the Commission to Assess Damages – Category D – Persons Having Knowledge of Property Values in the County by Reason of Their Occupation. Copy filed.

Carried 4-0.

9. Motion by Nelson second by Bittinger to approve to fund a mental health speaker for first responders in the amount of \$5,000 from Opioid funds. Carried 4-0. Copy filed.
10. Motion by Ung second by Bittinger to approve the revision of the Woodbury County Employee Handbook Vacation Policy. Carried 4-0. Copy filed.
- 12a. Motion by Bittinger second by Carper to receive the report/recommendation from the Woodbury County Zoning Commission concerning zoning ordinance text amendments for nuclear energy facilities, nuclear waste storage, related uses, and amendments to reorganize the ordinance. Carried 4-0. Copy filed.
- 12b. Motion by Bittinger second by Carper to set the dates and times for 3 public hearings for Zoning Ordinance Text Amendments concerning nuclear energy facilities, nuclear waste storage, related uses, and the reorganization of the ordinance for the following dates: Tuesday, July 22, 2025, 4:40 PM, Tuesday, July 29, 2025, 4:40 PM, Tuesday, August 5, 2025, 4:40 PM. Carried 4-0. Copy filed.
- 12c. Motion by Nelson second by Carper to receive the report/recommendation from the Woodbury County Zoning Commission concerning zoning ordinance text amendments to bring the Woodbury County Zoning Ordinance into compliance with Iowa Code 331.301 (27) as it pertains to accessory dwellings in the AP, AE, NR, and SR Zoning Districts. Carried 4-0. Copy filed.

- 12d. Motion by Bittinger second by Nelson to set the dates and times for 3 public hearings for Zoning Ordinance Text Amendments to bring the Woodbury County Zoning Ordinance into compliance with Iowa Code 331.301 (27) as it pertains to accessory dwellings in the AP, AE, NR, and SR Zoning Districts for the following dates: Tuesday, July 22, 2025, 4:45 PM, Tuesday, July 29, 2025, 4:45 PM, Tuesday, August 5, 2025, 4:45 PM. Carried 4-0. Copy filed.
- 11a. A public hearing was held at 4:45 p.m. to conduct the 3rd and final public hearing for a Zoning Ordinance Text Amendment to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Borrow pits for earth materials" as a conditional use within the Agricultural Estates (AE) Zoning District.

Motion by Nelson second by Bittinger to close the public hearing. Carried 4-0. Copy filed.
- 11b. Motion by Bittinger second by Carper to approve the 3rd Reading as the Final Reading of the Zoning Ordinance Text Amendment. Carried 4-0. Copy filed.
- 11c. Motion by Bittinger second by Carper to adopt the Zoning Ordinance Text Amendment to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Borrow pits for earth materials" as a conditional use within the Agricultural Estates (AE) Zoning District. Carried 4-0. Copy filed.
- 13. Motion by Bittinger second by Nelson to approve the Resolution and Letter of Support for the Competitive Highway Bridge Program (CHBP) Grant Project. Carried 4-0.

RESOLUTION #13,928
IN SUPPORT OF THE JOINT CHBP GRANT AGREEMENT
&
LETTER OF SUPPORT FOR THE
COMPETITIVE HIGHWAY BRIDGE PROGRAM (CHBP) GRANT PROJECT

Whereas, Woodbury County, Iowa bridge FHWA number(s): 053490 and 053510, have been identified as being part of a joint Competitive Highway Bridge Program (CHBP) Grant Project, and

Whereas, Iowa bridge FHWA number(s) 053490 and 053510 have been included in a Bundle, as detailed in Exhibit B, and

Whereas, we accept the Contracting Authority for the bundle as detailed in Exhibit B, and acknowledge the roles and responsibilities of each party as detailed in Section 3 and 4, and

Whereas, it is desired by and in the interest of Woodbury County to participate fully in the CHBP project activities as a Sub-recipient and provide all requisite information necessary to bring to completion all project phases through final completion, and

Whereas, we are in support of the Iowa DOT providing Primary Recipient roles and duties, and

Whereas, we understand and accept the Sub-recipient roles and responsibilities as defined in the "28E Cooperative Agreement for a Competitive Highway Bridge Program (CHBP) Grant Project", including its referenced Exhibits, and

Whereas, each County as shown in Section 4, paragraph A shall be responsible for all matching funds and accept any costs exceeding the funds requested in the CHBP Grant application for their respective structure, and

Whereas, it is the intent of Woodbury County, upon award of CHBP funds, to enter into a Federal-aid Agreement with the Iowa Department of Transportation (DOT).

THEREFORE, BE IT RESOLVED that the Board of Supervisors of Woodbury County, Iowa hereby approves and directs the Chair to sign this Letter of Support for the Bridge Competitive Highway Bridge Program (CHBP) Grant Project and the 28E Cooperative Agreement for a Competitive Highway Bridge Program (CHBP) Grant Project, and to provide all pertinent correspondence and project information to:

Attn: Nicole Stinn, P.E.
Secondary Roads Engineer
Iowa DOT Local
Systems Bureau 800
Lincoln Way
Ames, IA 50010

Adopted this 1st day of July, 2025

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Copy filed.

14. Motion by Bittinger second by Nelson to receive document from EMS Director Baier. Carried 4-0. Copy filed.

Motion by Nelson second by Carper to approve to award the bid to Tahnee Mara Inc. of Merville for \$42,516.00. Carried 4-0. Copy filed.

15. Motion by Bittinger second by Carper to table approval of funds in the amount of \$275,000 from funds made up of CIP and LOST funds to fund the one mile of road replacement at Little Sioux Park. Carried 4-0. Copy filed.
16. Reports on committee meeting were heard.
17. Auditor Skaff advised that there will be a special election on August 26th to fill the State Senator vacant position.
18. Board concerns were heard.

The Board adjourned the regular meeting until July 08, 2025.

Meeting sign in sheet. Copy filed.