

AUGUST 25, 2026, THIRTY-FIFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 25, 2026, at 4:30 p.m. Board members present were Bittinger II, Carper (by phone), Nelson, Dietrich, and Ung. Staff members present were Karen James, Board Administrative Assistant, Joshua Widman, Assistant County Attorney, Ryan Ericson, Budget and Finance Director, Melissa Thomas, HR 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.

1. Motion by Nelson second by Dietrich to approve the August 25, 2026 agenda. Carried 5-0. Copy filed.
- 2a. A public hearing was held at 4:30 p.m. for the Community Development Block Grant, Disaster Recovery Application. The Chairperson called on anyone wishing to be heard.

Corinne Erickson, Simpco Regional Planning Manager, shared the following regarding the grant:

The 2024 flood event caused significant erosion and destabilization of the Little Sioux River riverbank within Little Sioux Park. The erosion has resulted in loss and displacement of bank material, degradation of riparian habitat, and impacts to public access and nearby park infrastructure. The affected reach requires a coordinated stabilization system rather than isolated repairs. The preliminary concept includes a combination of longitudinal peaked stone toe protection (LPSTP), slope revetment, bendway weirs, live pole plantings, and bank shaping. These measures are intended to address both the hydraulic forces acting on the bank and the resulting slope instability. LPSTP protects the toe of the bank from scour, while bendway weirs help redirect higher-velocity flow away from the eroding bank. Vegetative stabilization and bank shaping then allow the upper bank to revegetate and become more stable over time. Sediment deposition will occur behind the LPSTP and between the bendway weirs, which will eventually vegetate, creating an even more resilient system over time.

The proposed activities will be funded entirely through CDBG-DR funding.

The application will be submitted on or before September 16, 2026.

The requested amount of federal funds will be \$526,200 for the proposed project.

It is estimated that 43.1 percent of Woodbury County residents are low and moderate income persons and the project will benefit these residents.

The proposed activities will be conducted along the banks of the Little Sioux River, outside Correctionville, IA. The site improvements will take place north of the boat ramp access at the Little Sioux Park.

Though no residential displacement is anticipated during or after the activities of the proposed project, Woodbury County's Residential Anti-displacement and Relocation Assistant Plan is in place to guide efforts if needed.

Displacement of individuals is not anticipated in connection with this project.

The improvements will stabilize the banks of the Little Sioux River, reduce stormwater erosion, and enhance protection against natural disasters.

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

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

- 2b. Motion by Dietrich second by Nelson to approve the Community Development and Housing Needs Assessment draft. Carried 5-0. Copy filed.
- 2c. Motion by Nelson second by Dietrich 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 Director of the Woodbury county conservation Board to sign the application and related materials/ designate a contact person on behalf of Woodbury County. Carried 5-0.

RESOLUTION #14,095
A RESOLUTION AUTHORIZING APPLICATION OF A COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) APPLICATION; AUTHORIZING THE BOARD OF SUPERVISORS
CHAIRPERSON AND DIRECTOR OF THE WOODBURY COUNTY CONSERVATION BOARD TO
SIGN THE APPLICATION AND RELEATED MATERIALS; DESIGNATE A CONTACT PERSON ON
BEHALF OF WOODBURY COUNTY

WHEREAS, Woodbury County Conservation Board has established a need to address damage caused to the banks of the Little Sioux River within the Little Sioux Park by the flood events of 2024; and

WHEREAS, without intervention to stabilize the banks, consequences such as damaging park infrastructure, recreational access, public safety, water quality, and riparian habitat will result; and

WHEREAS, Woodbury County has the ability to apply for CDBG financial assistance through the Iowa Economic Development Authority (IEDA) on behalf of Woodbury County Conservation Board, and supports Woodbury County Conservation Board's efforts to stabilize the bank of the Little Sioux River in Little Sioux Park;

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

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

PASSED AND APPROVED August 25, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Motion by Nelson second by Dietrich to approve the following items by consent.

3. To approve minutes of the August 18, 2026 meeting. Copy filed.
4. To approve the claims totaling \$613,923.38. Copy filed.
- 5a. To approve the separation of Kennedi Masuen, Intern, County Attorney Dept., effective 07-31-2026. End of Temp Appointment.; the separation of Keondre Williams, Summer Laborer, Secondary Roads Dept., effective 08-21-2026. End of Temp Appointment.; the separation of Blasé Sanford, Engineering Aide, Secondary Roads Dept., effective 08-21-2026. End of Temp Appointment.; the other of Kyle Gates, Assistant to the County Engineer, Secondary Roads Dept., effective 08-25-2026. Add 4 hours to Vacation Bank for Blood Donation.; the appointment of Kelsey Rucker, Legal Secretary, County Attorney Dept.; effective 08-26-2026, \$26.85/hour. Job Vacancy Posted on 6/24/26. Entry Level Salary: \$26.85/hr.; the separation of Kurtus Palsma, Engineering Aide, Secondary Roads Dept., effective 08-28-2026. End of Temp Appointment.; the separation of Teagan Reiners, Engineering Aide, Secondary Roads Dept., effective 08-28-2026. End of Temp Appointment.; the separation of Eric McGill, Summer Laborer, Secondary Roads Dept., effective 08-28-2026. End of Temp Appointment.; and the transfer of Lisa

Stewart, Senior Clerk, County Treasurer Dept., effective 09-14-2026, \$28.28/hour, 1%-\$0.34/hr. Job Vacancy Posted on 2/13/26. Transfer from Auditor Clerk III to Treasurer Senior Clerk. Copy filed.

5b. Presentation of Award Certificate for Kyle Gates. Copy filed.

Carried 5-0.

6. The canvass for the August 18, 2026 City of Salix Special Election was held.

Michelle Skaff, Commissioner of Elections, announced there were a total of 60 ballots cast, no provisionals and no absentee ballots.

Motion by Nelson second by Dietrich to approve and authorize the Chairperson to sign a Resolution of Certification (Canvass) of Special Election Results. Carried 5-0.

RESOLUTION #14,096
WOODBURY COUNTY, IOWA
A RESOLUTION CERTIFICATION (CANVASS) OF SPECIAL ELECTION RESULTS

WHEREAS, the SPECIAL ELECTION was held as prescribed by law on August 18, 2026, and;

WHEREAS, the Board of Supervisors and *ex officio* Board of Canvassers have canvassed the vote of said election in accordance with §50.24 of the *Code of Iowa*, now therefore;

NOW THEREFORE, BE IT RESOLVED that we, the undersigned members of the Board of Supervisors and *ex officio* Board of Canvassers of Woodbury County, Iowa, do hereby certify the following TURNOUT REPORT and RESULTS in the SPECIAL ELECTION, held August 18, 2026, and that no obvious clerical errors were identified during the canvass.

Sixty (60) people voted at the polls on election day.

Zero (0) absentee ballots were accepted for counting.

Zero (0) provisional ballots were accepted for counting (included in absentee total).

A total of Sixty (60) people voted.

CANDIDATES ELECTED BY THE VOTERS OF THE CITY OF SALIX:

Salix Council Member, to fill vacancy: Timothy W. Skidmore

APPROVED this 25th day of August, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Motion by Dietrich second by Nelson to receive for signatures the canvass of the Woodbury County August 18, 2026 City of Salix Special Election. Carried 5-0. Copy filed.

7. Motion by Nelson second by Bittinger to approve the requests for refund for KSL Properties for \$618.92 and Marc Sherman for \$184.45. Carried 5-0. Copy filed.

8. Information was presented by Daniel Bittinger, Board of Supervisors, and Kevin Grieme, Siouxland District Health, on Siouxland District Health Department 28E Agreement renewal. Copy filed.

9. Reports on committee meetings were heard.

10. Chad Small, Rural Salix resident, expressed concerns regarding the civility of the data center debates.

Michelle Skaff, Woodbury County Auditor Recorder, shared information that absentee ballot requests are now being accepted in the Auditor's Office for the November 3rd General Election. Ballots will begin to be mailed on October 14th and in person absentee voting will also begin on October 14th.

11. Board concerns were heard.

The Board adjourned the regular meeting until September 1, 2026.

Meeting sign in sheet. Copy filed.