

DECEMBER 9, 2025, FIFTIETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, December 9, 2025, at 3:45 p.m. Board members present were Carper, Dietrich, Nelson, Bittinger II, and Ung. Staff members present were Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Melissa Thomas, HR Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Auditor/Clerk to the Board.

Motion by Bittinger second by Nelson to go into closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

Motion by Nelson second by Bittinger to go out of closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 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 December 9, 2025 agenda with the removal of approval to deauthorize two part time Operations Officers (-0.50 FTE), Emergency Services Department. Carried 5-0. Copy filed.

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

2. To approve minutes of the December 2, 2025 meeting. Copy filed.
3. To approve the claims totaling \$1,117,768.88. Copy filed.
- 4a. To approve the reclassification of Aaron Tompkins, Civilian Jailer, County Sheriff Dept., effective 12-08-2025, \$31.12/hour, 10%=\$2.92/hr. Per CWA Civilian – AA Degree + 6 Years of Service Move to Senior. Anniversary Date: 12/16/25.; and the reclassification of James Martin, District Foreman, Secondary Roads Dept., effective 12-22-2025, \$3,312.71/bi-weekly, 2%=\$69.90/bi-weekly. Per Wage Plan Matrix – 4 Year Increase. Anniversary Date: 12/23/25. Copy filed.
- 4b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Equipment Operator, Secondary Roads Dept. CWA Roads: \$27.86/hour; and Deputy, County Sheriff Dept. CWA Deputies: \$35.55/hour. Copy filed.

Carried 5-0.

5. Motion by Bittinger second by Nelson to accept amended Rule 23-3 Minimum Requirements for Tanning Facilities in Woodbury County. Carried 5-0. Copy filed.
7. Motion by Nelson second by Bittinger to receive document from Mr. Priestley. Carried 5-0. Copy filed.
- 7d. Motion by Bittinger second by Nelson to receive the final report on the Zoning Commission's recommendation from their 11/24/25 meeting to approve the final plat of Brosamle Addition, a minor subdivision to Woodbury County, Iowa. Carried 5-0. Copy filed.
- 7e. Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution accepting Brosamle Addition, a minor subdivision to Woodbury County, Iowa. Carried 5-0.

**BOARD OF SUPERVISORS
RESOLUTION #13,976
ACCEPTING AND APPROVING BROSAMLE ADDITION
A MINOR SUBDIVISION
WOODBURY COUNTY, IOWA**

Whereas, the Planning and Zoning Commission and the Woodbury County Board of Supervisors have reviewed and approved the Final Plat of Brosamle Addition to Woodbury County, Iowa, and whereas approval

of the Final Plat of Brosamle Addition to Woodbury County, Iowa has been recommended to the Woodbury County Board of Supervisors by the Planning and Zoning Commission. Now, therefore be, and it is, resolved by the Woodbury County Board of Supervisors, that said Final Plat of Brosamle Addition to Woodbury County, Iowa, as hereto attached and forming part of this Resolution be, and the same hereby is, accepted and approved.

Dated December 9, 2025

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 6a. A set time for 4:40 p.m. to receive LEC demolition (407 7th St) competitive bid submissions.

Motion by Nelson second by Dietrich to receive the LEC demolition (407 7th St) competitive bid submissions. Carried 5-0. Copy filed.

- 6b. Terry Glade and Tanner Koeppel from CMBA Architects addressed the board regarding the bids.

Motion by Nelson second by Ung to award the LEC demolition project (407 7th St) contract to Lieber Construction for \$518,418.18. Carried 5-0. Copy filed.

- 7a. Motion by Bittinger second by Nelson to receive the final report and recommendation from the Zoning Commission following their 11/24/25, meeting to approve a Zoning Ordinance Map Amendment (Rezone) from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #874624200011 for Doug Skinner (Skinner Holdings LLC). Carried 5-0. Copy filed.

- 7b. A public hearing was held at 4:40 p.m. for the proposed Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel #874624200011. The Chairperson called on anyone wishing to be heard.

Brad Feuchtenberger and Doug Skinner, Skinner Holdings, addressed the board in favor of the ordinance. Gary Mc Mullen and Chad Brady addressed the board opposed to the ordinance.

Motion by Bittinger second by Carper to close the public hearing. Carried 4-0, Dietrich abstained.

- 7c. Motion by Bittinger second by Nelson to approve the first reading of the proposed Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel #8947624200011. Carried 4-0. Dietrich abstained.

- 8a. Motion by Nelson second by Bittinger to receive documents from County Engineer Sievers. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to approve the preconstruction agreement with the Iowa DOT for NHSX-020-1(204)—3H-97. Carried 5-0. Copy filed.

- 8b. Motion by Bittinger second by Nelson to approve the preconstruction agreement with the Iowa DOT for the Southbridge Interchange projects which include the following projects: IMN-029-6(170)139-OE-97, IMN-029-6(314)139-OE-97, IMN-029-6(315)139-OE-97, IMN-029-6(318)139-OE-97, and RP-029-6(329)139-16-97. Carried 5-0. Copy filed.

- 8c. Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution Bridge Embargo. Carried 5-0.

**WOODBURY COUNTY
BRIDGE EMBARGO RESOLUTION
RESOLUTION #13,977**

WHEREAS: The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

WHEREAS: the Woodbury County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridges below, require revision to their current load ratings,

NOW, THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that the following vehicle and load limit be established and that closure signs be placed advising of the permissible maximum weights or closures thereof on the bridge listed herein.

| <u>Bridge No.</u> | <u>FHWA No.</u> | <u>Section Township Range</u> | <u>Posted Limit</u> |
|-------------------|-----------------|-------------------------------|-------------------------|
| G-043 | 353950 | 07-88-46 | Close until replacement |
| M-185 | 351270 | 05-87-42 | One Lane bridge |
| N-191 | 351840 | 34-87-43 | One Lane bridge |
| P-006 | 352340 | 04-87-45 | 3 Tons, One Lane Bridge |

Passed and approved this 9th day of December 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 8d. Motion by Bittinger second by Nelson to approve the public highway agreement with the Union Pacific Railroad Company and the Iowa DOT for the Southbridge Interchange project: IMN-029-6(170)139-0E-97. Carried 5-0. Copy filed.
- 9a. Motion by Bittinger second by Ung to set the County's contribution amounts to the actuarial rates effective January 1, 2026. Carried 5-0. Copy filed.
- 9b. Motion by Bittinger second by Ung to set the County's contribution amounts on the FY 2027 budget effective July 1, 2026. Carried 5-0. Copy filed.
- 10. Reports on committee meetings were heard.
- 11. There were no citizen concerns.
- 12. Board concerns were heard.

The Board adjourned the regular meeting until December 16, 2025.

Meeting sign in sheet. Copy filed.