

## DECEMBER 19, 2023, FIFTY-FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, December 19, 2023, at 3:15 p.m. Board members present were Nelson, Ung, Bittinger II, Radig, and Taylor. 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.

Motion by Ung second by Nelson to go into Joint Closed Session with LEC Authority per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote.

Taylor entered the meeting at 3:20pm

Motion by Ung second by Nelson to go out of Joint Closed Session with LEC Authority 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 Ung second by Taylor to approve the agenda for December 19, 2023. Carried 5-0. Copy filed.

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

2. To approve minutes of the December 12, 2023 meeting. Copy filed.
3. To approve the claims totaling \$665,830.47. Copy filed.
- 4a. To approve property tax refund for Claire Bowman, parcel #894735164006, 705 S. Paxton, in the amount of \$1,330.00. Copy filed.
- 4b. To lift tax suspension for Bobbi Jo Mendoza, 726 Fir St., Correctionville, parcel #894234478015. Copy filed.
- 4c. To lift tax suspension for Penny Birkley, 1511 W Lunah Ave., Sioux City, parcel #894717356011. Copy filed.
- 5a. To approve the separation of Charity Allen, Temporary Youth Worker, Juvenile Detention Dept., effective 11-29-23. Resignation.; the appointment of Latessa Zinn, P/T Youth Worker, Juvenile Detention Dept., effective 12-20-23, \$21.41/hour. Job Vacancy Posted 10-16-23. Entry Level Salary: \$21.41/hour.; the separation of Tyler Anderson, Civilian Jailer, County Sheriff Dept., effective 12-23-23. Resignation.; the appointment of Andrew Moore, Deputy Sheriff, County Sheriff Dept., effective 01-02-24, \$28.14/hour. Appointment by County Sheriff.; the appointment of Tyler Palmer, Deputy Sheriff, County Sheriff Dept., effective 01-02-24, \$28.14/hour. Appointment by County Sheriff.; the reclassification of Ian Klemke, Maintenance Technician, Building Services Dept., effective 01-08-24, \$26.38/hour, 10%=\$2.45/hr. Per AFSCME Courthouse Contract agreement, from Grade 4/Step 4 to Grade 4/Step 5.; the appointment of Erick Ortiz, Civilian Jailer, County Sheriff Dept., effective 01-08-24, \$23.97/hour. Job Vacancy Posted 10-18-23. Entry Level Salary: \$23.97/hour.; and the reclassification of Scott Griffith, Clerk II, County Treasurer Dept., effective 01-08-24, \$19.55/hour, 4.6%=\$.87/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 1 to Grade 3/Step 2. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for (5) Civilian Jailers (4 New Positions), County Sheriff Dept. CWA: \$23.97/hour; and Temporary Youth Worker, Juvenile Detention Dept. Wage Plan: \$21.41/hour. Copy filed.
6. To approve an application for a 12-month, Class C Retail Alcohol License, with Outdoor Service Sales privileges for Lofted View Events, effective 12/5/2023 through 12/04/2024. Copy filed.

Carried 5-0.

7. Motion by Taylor second by Nelson to approve to purchase and install new carpet throughout the Recorder's office funded by CIP. Carried 5-0. Copy filed.

8. Discussion of County responsibilities, planning, and funding due to the resignations of the Woodbury County Medical Examiner, and Pathology Medical Services of Siouxland effective March 31, 2024. Copy filed.
9. Motion by Radig second by Nelson to approve the funding of the Merville Frontage Road Project using FY24 CIP funding instead of TIF funding. Carried 5-0. Copy filed.
- 10a. Motion by Ung second by Nelson to advertise for and hire a County Engineer position, and advertise for and hire an Assistant County Engineer position to replace the Assistant to the County Engineer position. Carried 5-0. Copy filed.
- 10b. Motion by Ung second by Bittinger to approve the deauthorization of an Assistant to the County Engineer position effective December 31, 2023. Carried 5-0.
11. Discussion on best practices regarding open records requests and how the county may improve its communication or implementation of Chapter 22 to serve the interests of both the public and the public taxpayer. Copy filed.  
  
Matt Hoffmann from KTIV presented information regarding an information request.  
  
Motion by Radig second by Nelson to receive a letter from Mr. Hoffmann. Carried 5-0. Copy filed.
12. Motion by Ung second by Radig to delay the public hearing for the Salix Drainage District from February 20, 2024 to March 19, 2024. Carried 5-0. Copy filed.
13. Reports on committee meetings were heard.
14. Mark Skaff, Sioux City, shared positive feedback regarding Dr. Michelle Skaff, Deputy Auditor, in response to comments made the past two weeks by a citizen during citizen concerns.
15. Board concerns were heard.

The Board adjourned the regular meeting until January 2, 2024.

Meeting sign in sheet. Copy filed.