

APRIL 29, 2025, EIGHTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 29, 2025, at 4:30 p.m. Board members present were Carper, Nelson, Bittinger II, Ung, and Dietrich. Staff members present were Joshua Widman, Assistant County Attorney, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, 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.

1. Motion by Bittinger second by Nelson to approve the agenda for April 29, 2025. Carried 5-0. Copy filed.

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

2. To approve minutes of the April 22, 2025 meeting. Copy filed.
3. To approve the claims totaling \$574,864.00. Copy filed.
4. To approve the promotion of Destini Bailey, Jail Sergeant, County Sheriff Dept., effective 04-28-2025, \$36.76/hour, 50%=\$12.19/hr. Promoted to Sergeant; the appointment of Terry Johnson, Motor Grader Equipment Operator, Secondary Roads Dept., effective 04-30-2025, \$27.33/hour. Job Vacancy Posted on 3/11/25. Entry Level Salary: \$27.33/hr.; the reclassification of Gavin Reitsma, Youth Worker, Juvenile Detention Dept., effective 05-12-2025, \$22.93/hour, 4%=\$0.88/hr. Per AFSCME Juvenile: Move from Step 1 to Step 2. Anniversary Date 5/20/25.; and the reclassification of Nicholas Matney, Assistant County Attorney, County Attorney Dept., effective 05-12-2025, \$120,352.00/year. Per AFSCME Attorney: Move from Step 8 to Step 9. Anniversary Date: 5/14/25. Copy filed.
- 5a. To receive the County Recorder's Report of Fees Collected for period 01/01/2025 through 03/31/2025. Copy filed.
- 5b. To receive the appointment of Jessica Slemp, 303 5th Ave, Hornick, to the Hornick City Council, until the next regular/general election. Copy filed.
- 6a. To approve the property tax refund request of Bonnie Parsley, parcel #884731201010, in the amount of \$223.55. Copy filed.
- 6b. To approve the property tax refund request of Charles R & Carol C Hardy, parcel #894709304007, in the amount of \$2,028.00. Copy filed.
7. To set a public hearing for FY25 Budget Amendment #1 for May 27, 2025, at 4:45 p.m.

Carried 5-0.

8. Motion by Bittinger second by Carper to approve to correct the budget line item in General Basic for Veteran Affairs. Carried 5-0. Copy filed.
- 9a. Motion by Bittinger second by Nelson to set the public hearing for the FY26 proposed budget for April 29, 2025 at 4:45 p.m. and acknowledge publication notice was published in a timeline as required by Iowa Code. Carried 5-0.
- 9b. A public hearing was held at 4:45 p.m. for the proposed Fiscal Year 2026 budget. The Chairperson called on anyone wishing to be heard.

Motion by Nelson second by Bittinger to close the public hearing. Carried 5-0.
- 9c. Treasurer Tina Bertrand, Auditor Michelle Skaff, and Sheriff Chad Sheehan addressed the board regarding the elected officials' and appointed deputies FY26 wages.

Motion by Ung second by Nelson to receive for signatures a Resolution setting elected officials' wages with option 2 with the Auditor receiving a 4% increase and the other elected officials receiving 0%. Failed 2-3, Bittinger, Dietrich, and Carper opposed.

Motion by Bittinger second by Carper to receive for signatures a Resolution setting elected officials' wages with option 2 with the Auditor, Sheriff, Treasurer, and Attorney receiving a 2% increase. Carried 3-2, Ung, and Nelson opposed.

**RESOLUTION #13,878
SETTING ELECTED OFFICIALS' WAGES**

WHEREAS, the Woodbury County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Woodbury County Compensation Board met on February 6, 2025, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2025:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended Salary</u>
Auditor	\$111,600.24	4 % + \$5,000 stipend	\$116,064.26 + \$5,000
County Attorney	\$165,830.12	8.5 %	\$179,925.68
Recorder	na	na	
Sheriff	\$174,618.16	5 %	\$183,349.06
Supervisors	\$41,967.12	4 %	\$43,645.81
Chair Stipend	\$7,998.20	4% (past practice)	\$8,318.13
Treasurer	\$111,598.28	4 %	\$116,062.21

OPTION 1:

THEREFORE, BE IT RESOLVED that the Woodbury County Board of Supervisors adopts the salary recommendations for elected officials for the fiscal year beginning July 1, 2025 as recommended by the Woodbury County Compensation Board.

OPTION 2: (if different than compensation board recommendation)

THEREFORE, BE IT RESOLVED that the Woodbury County Board of Supervisors approves the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2025:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Approved Salary</u>	<u>Approved Increase</u>
Auditor	\$113,832.25	2 %	
County Attorney	\$169,146.72	2 %	
Recorder	na	na	
Sheriff	\$178,110.51	2 %	
Supervisors	\$41,967.12	0 %	
Chair stipend	\$3,500.00		
Treasurer	\$113,830.25	2 %	

Approved this 29th day of April 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 9d. Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution approval of FY 2025/2026 Budget and Certification of Taxes. Carried 5-0.

**APPROVAL OF FY 2025/2026 BUDGET AND CERTIFICATION OF TAXES
RESOLUTION #13,879**

WHEREAS, the Woodbury County Board of Supervisors has considered the proposed FY 2025/2026 county budget and certification of taxes, and

WHEREAS, a public hearing concerning the proposed county budget was held on April 29, 2025,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Woodbury County that the county budget and certificate of taxes for FY 2025/2026 as set forth in the budget summary, is hereby adopted and that the Woodbury County Auditor is directed to file said budget and to establish accounting records in accordance with the attached schedules.

BE IT FURTHER RESOLVED that the Chairperson and the County Auditor be and are hereby authorized to sign the approved FY 2025/2026 county budget.

Signed and dated this 29th day of April, 2025.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

The Board recessed for a meeting of the Orton Slough Drainage District Trustees Meeting.

The Supervisors meeting was called back to order.

11. Information was presented by Tina Bertrand, County Treasurer, on Treasurer's office closing Tuesday, May 6, 2025, for an all-staff training meeting. Copy filed.
12. Motion by Bittinger second by Nelson to approve letters of support for Community Action Agency programs. Carried 5-0. Copy filed.
- 13a. Motion by Bittinger second by Nelson to approve the FY 2026 Woodbury County Secondary Road Dept. Five Year Construction Program and Budget. Carried 5-0. Copy filed.
- 13b. Motion by Bittinger second by Nelson to approve the new Mechanic Foreman position and direct Secondary Roads to initiate the advertising for this position. Carried 5-0. Copy filed.
14. Motion by Bittinger second by Nelson to initiate consideration of an amendment to the Woodbury County Zoning Ordinance, specifically to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to reclassify "Borrow pits for earth materials" as a conditional use withing the Agricultural Estates (AE) Zoning District. Carried 5-0. Copy filed.
15. Reports on committee meetings were heard.
16. There were no citizen concerns.
17. Board Concerns were heard.

The Board adjourned the regular meeting until May 6, 2025.

Meeting sign in sheet. Copy filed.