NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (APRIL 12) (WEEK 15 OF 2022)



Live streaming at: https://www.youtube.com/user/woodburycountyiowa Agenda and Minutes available at: www.woodburycountyiowa.gov

Live telephonic access at: 712-224-6014

Rocky L. DeWitt	Keith W. Radig	Jeremy Taylor	Matthew A. Ung	Justin Wright
253-0421	560-6542	259-7910	490-7852	899-9044
rdewitt@woodburycountyiowa.gov	kradig@woodburycountyiowa.gov	jtaylor@woodburycountyiowa.gov	matthewung@woodburycountyiowa.gov	jwright@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held April 12, 2022 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

- 1. Anyone may address the Board on any agenda item after initial discussion by the Board.
- 2. Speakers will approach the microphone one at a time and be recognized by the Chair.
- 3. Speakers will give their name, their address, and then their statement.
- 4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to three minutes on any one item.
- 5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
- 6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
- 7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

<u>AGENDA</u>

- **4:30 p.m.** Call Meeting to Order Pledge of Allegiance to the Flag Moment of Silence
 - 1. Citizen Concerns Information
 - 2. Approval of the agenda

Consent Agenda

Items 3 through 8 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

- 3. Approval of the minutes of the April 5, 2022 meeting
- 4. Approval of claims
- 5. County Auditor Patrick Gill
 - a. Receive Auditor's Quarterly Report
 - b. Appoint John W. Carroll to the vacant township trustee position ending 2022

Action

- 6. Human Resources Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
- 7. County Treasurer Tina Bertrand
 - a. Approve property tax refund request for parcel #884706403001 in the amount of \$989.00
 - b. Approve property tax refund request for parcel #894716326021 in the amount of \$1,192.00
 - c. Approve property tax refund request for parcel #894735457014 in the amount of \$862.00
 - d. Approve property tax refund request for parcel #864629178001 in the amount of \$412.00
- Board Administration Karen James
 Approval of lifting tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension

End Consent Agenda

9.	Secondary Roads – Mark Nahra & Weed Commissioner – Jered Jepsen Approve the weed destruction order resolution for 2022	Action
10.	Approve office location/space for senior and traveling judge's office	Action
11.	Reports on Committee Meetings	Information
12.	Citizen Concerns	Information
13.	Board Concerns	Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED., APR. 13	7:30 a.m.	SIMPCO Executive-Finance Committee, Hybrid
	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	10:00 a.m.	STARComm Board Meeting, The Security Institute, WIT Campus
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THU., APR. 14	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St.
FRI., APR. 15	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
WED., APR. 20	10:00 a.m.	Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., APR. 21	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
MON., APR. 25	6:00 p.m.	Zoning Commission Meeting, First Floor Boardroom
TUE., APR. 26	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
WED., APR. 27	2:30 p.m.	Rolling Hills Community Services Region Governance Board Meeting
THU., APR. 28	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
MON., MAY 2	6:00 p.m.	Board of Adjustment meeting, First Floor Boardroom
WED., MAY 4	10:00 a.m.	Loess Hills Alliance Protection Meeting, Pisgah, Iowa
	11:00 a.m.	Loess Hills Alliance Stewardship Meeting
	1:00 p.m.	Loess Hills Alliance Executive Meeting
	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
THU., MAY 5	10:00 a.m.	COAD Meeting, The Security Institute
WED., MAY 11	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	8:00 p.m.	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
THU., MAY 12	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St.
	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
WED., MAY 18	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	1:00 p.m.	Regional Workforce Development Meeting, 2508 4th Street, Sioux City
THU., MAY 19	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., MAY 20	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.

APRIL 5, 2022 FOURTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 5, 2022 at 4:30 p.m. Board members present were Ung, Radig, De Witt, Taylor, and Wright. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget Tax/Analyst, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Services Director, and Patrick Gill, 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. There were no citizen concerns.
- 2. Motion by Radig second by Taylor to approve the agenda for April 5, 2022. Carried 5-0. Copy filed.

Motion by Radig second by De Witt to approve the following items by consent:

- 3. To approve minutes of the March 29, 2022 meeting. Copy filed.
- 4. To approve the claims totaling \$547,528.73. Copy filed.
- 5a. To approve the end of probation of Robert Riedemann, Motor Grader Operator, Secondary Roads Dept., effective 04-18-22, \$25.61/hour, 3%=\$.76/hour. Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase.; and the separation of John Forch, District Foreman, Secondary Roads Dept., effective 06-30-22. Retirement. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for a District Foreman, Secondary Roads Dept. Wage Plan: \$68,573.62 - \$73,301.34/year. Copy filed.
- 6. To approve the underground utility permit for City of Sioux City. Copy filed.

Carried 5-0.

- 7a. Motion by Radig second by De Witt to approve the plans for project #L-B(M299)-73-97. Carried 5-0. Copy filed.
- 7b. Motion by Radig second by Taylor to approve the FY23 Woodbury County Secondary Road Department Budget. Carried 5-0. Copy filed.
- 7c. Motion by De Witt second by Taylor to approve the FY23 Woodbury County Secondary Road Department Five Year Construction Program. Carried 5-0. Copy filed.
- 8a. A public hearing was held at 4:40 p.m. for the ordinance to amend Section 5.03: Floodplain Management Ordinance in the Woodbury County Zoning Ordinance. The Chairperson called on anyone wishing to be heard.

Motion by Taylor second by Radig to close the public hearing. Carried 5-0.

8b. Motion by Radig second by De Witt to approve the third reading of ordinance to amend Section 5.03: Floodplain Management Ordinance in the Woodbury County Zoning Ordinance. Carried 5-0. Copy filed.

Motion by Radig second by Taylor to approve Ordinance #62 to amend Section 5.03: Floodplain Management Ordinance in the Woodbury County Zoning Ordinance. Carried 5-0.

- 9a. Motion by Taylor second by De Witt to approve funding in the amount of \$55,000.00 for Court Administration remodel, window blinds in Judge Hoffmeyer's office, & Court Reporter's office. Carried 4-1; Radig was opposed. Copy filed.
- 9b. Motion by Radig second by De Witt to defer action to approve location/space for Senior & Traveling Judges offices. Carried 5-0. Copy filed.

April 5, 2022 Cont'd.

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- 10. The Board heard reports on committee meetings.
- 11. Bill Burrows, Sioux City, addressed the Board with questions about the sale of the county farm.
- 12. Board concerns were heard.

The Board adjourned the regular meeting until April 12, 2022.

Meeting sign in sheet. Copy filed.

Office Of The AUDITOR/RECORDER Of Woodbury County PATRICK F. GILL

PATRICK F. GILL Auditor/Recorder



Court House – Rooms 103 620 Douglas Sioux City, Iowa 51101

Phone (712) 279-6702 Fax (712) 279-6629

AUDITOR'S QUARTERLY REPORT

January 1, 2022 / March 31, 2022

Patrick F. Gill, Woodbury County Auditor/Recorder
Payroll Taxes

Beginning Cash Balance Payroll Taxes Other	January 1, 2022	460,462.56 (5,313.23)	
Total Beginning Balance		(0)0101201	455,149.33
Receipts: Payroll Taxes		2,454,533.16	
Interest Other		2,434,535.10	
Total Receipts			2,454,555.05
Total Resources			2,909,704.38
Disbursements: Payroll Taxes Interest Paid to Treasurer Other		2,614,077.67 17.89	
Total Disbursements			2,614,095.56
Ending Cash Balance Payroll Taxes Other	March 31,2022	300,918.05 (5,309.23)	
Total Ending Balance			295,608.82
I, Patrick F. Gill, County Auditor above to be a true and correct County Auditor for the 3rd Qua	statement of the Receipts a		

Patrick F. Gill, County Auditor/Recorder

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date:	4/1/2022	Weekly Agenda Date:	4/12/2022			
ELECTED OFFICIAL / DEPA		Pat Gill, Count	ty Auditor			
	WORDING FOR AGENDA ITEM:					
Appointment of Township T	rustee for Little Sioux To	wnship				
	ACTION R	EQUIRED:				
Approve Ordinance	Approve Reso	olution A	approve Motion			
Give Direction	Other: Inform	ational 🗌 🛛 A	ttachments			

EXECUTIVE SUMMARY:

The Little Sioux Township currently has two trustee and the clerk positions that are vacant. Chapter 39.22 allows the Board of Supervisors to make appointments to township offices when fewer than two trustee positions are filled.

BACKGROUND:

Little Sioux Township is unable to conduct business because of township officer vacancies.

NA

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes 🗆 No 🗹

RECOMMENDATION:

Fill one of the vacant trustee positions with John W. Carroll of 3167 Ave., Smithland.

ACTION REQUIRED / PROPOSED MOTION:

Motion to Appoint John W. Carroll to the vacant township trustee position ending 2022.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: <u>April 12, 2022</u>

* PERSONNEL ACTION CODE:

A- Appointment T - Transfer P - Promotion

D - Demotion

R-Reclassification E- End of Probation S - Separation O - Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Maxon, Jordan	County Sheriff	4-01-22	Civilian Jailer			S	Resignation.
Pinkelman, Ian	County Sheriff	4-05-22	Civilian Jailer			S	Separation.
Thomas, Marie	Juvenile Detention	4-18-22	Assistant Director	\$72,347.78/year	37%= \$9.54/hour	Т	Position Transfer from Court Security Officer to Juvenile Detention Assistant Director.
Jordan, Timothy	Juvenile Detention	4-22-22	P/T Youth Worker	\$20.38/hour		A	Job Vacancy Posted 3-2-22. Entry Level Salary: \$20.38/hour.

APPROVED BY BOARD DATE:

MELISSA THOMAS, HR DIRECTOR:

Helisia Thomas He Director

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: April 12, 2022

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	(3) Civilian Jailers	CWA: \$21.02/hour		

Chairman, Board of Supervisors

(AUTHFORM.doc/FORMS)



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER P. O BOX 3715 SIOUX CITY, IOWA 51102

Chad Sheehan, SHERIFF

PHONE: 712.279.6010 E-MAIL: csheehan@woodburycountyiowa.gov FAX: 712.279.6522

April 01, 2022

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective April 13, 2022. We request this be placed on the agenda for Tuesday April 12, 2022, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

1h

Chad Sheehan, Sheriff

cc: file



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER P. O. BOX 3715 SIOUX CITY, IOWA 51102

Chad Sheehan, SHERIFF

PHONE: 712.279.6010 E-MAIL: csheehan@woodburycountyiowa.gov FAX: 712.279.6522

April 04, 2022

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective April 13, 2022. We request this be placed on the agenda for Tuesday April 12, 2022, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

In

Chad Sheehan, Sheriff

cc: file



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER P. O. BOX 3715 SIOUX CITY, IOWA 51102

Chad Sheehan, SHERIFF

PHONE: 712.279.6010 E-MAIL: csheehan@woodburycountyiowa.gov FAX: 712.279.6522

April 5th, 2022

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective April 13th, 2022. We request this be placed on the agenda for Tuesday April 12th, 2022, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

In

Chad Sheehan, Sheriff

cc: file



Tina M. Bertrand Woodbury County Treasurer 822 Douglas St Ste 102 Sioux City IA 51101 712-279-6495

April 1, 2022

Dear Board of Supervisors,

Please approve the following refunds.

1) Wells Fargo Bank \$989.00 3900 Glenn Ave (Both Closing Siouxland & Wells Fargo Bank paid on parcel 8847 06 403 001owned by Michael Lamoureux Jr).

2) First National Bank of America \$1192.00 3259 Nebraska St (First National Bank of America made double payment on parcel 8947 16 326 021-owned by Danielle Braunger).

3) NAI United Management \$862.00 1325 S Newton (Both Scott Trotter & NAI United Management paid on parcel 8947 35 457 014owned by Scott Trotter).

4) Shannon Berkes \$412.00 720 Beall St (Both Closing Siouxland & Shannon Berkes paid on parcel 8646 29 178 001-now owned by Katie Kleinlein).

Thank you for your time,

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Janet L. Trimpe Woodbury County Tax Deputy

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

ECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Karen James, Administrative Assistant				
RDING FOR AGENDA ITEM:				
oproval of lifting tax susper oes not qualify for continue	•	to re-certify their income or income		
ses not quality for continue				
):		
Approve Ordinance	•	C: Approve Motion ☑		

Annually, the Board of Supervisors requires those receiving tax suspensions to re-certify their income. Those petitioners who fail to re-certify their income by the deadline or if their income does not qualify for continued tax suspension, will be turned over to the Board of Supervisors for action on lifting the tax suspension.

BACKGROUND:

FINANCIAL IMPACT:

None

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes 🛛 No 🗆

RECOMMENDATION:

To lift the tax suspension of the petitioners that are listed on the attachment.

ACTION REQUIRED / PROPOSED MOTION:

Approval of lifting tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: <u>4/7/2022</u> Week	ly Agenda Date: <u>4/12/2022</u>					
ELECTED OFFICIAL / DEPARTMEN	NT HEAD / CITIZEN:	d Commissioner and Mark Nahra, County Engineer				
Consideration of annual we	Consideration of annual weed destruction order					
	ACTION REQUIRED	:				
Approve Ordinance	Approve Resolution \square	Approve Motion				
Public Hearing	Other: Informational \Box	Attachments 🗹				

EXECUTIVE SUMMARY:

Annually the Board of Supervisors passes a weed destruction order at the recommendation of the county weed commissioner.

BACKGROUND:

According to Chapter 317 of the Code of Iowa, annually the Board of Supervisors must prescribe and order a program of weed destruction. This order will be published in official county newspapers to make landowners aware of their responsibility.

FINANCIAL IMPACT:

The Board provides an annual budget for weed eradication and appoints a weed commissioner to oversee the program. The resolution publication fees run approximately \$200 per year.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes 🛛 🛛 No 🗹

RECOMMENDATION:

The weed commissioner and county engineer recommend approval of the weed destruction order.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the weed destruction order for 2022.

WOODBURY COUNTY, IOWA RESOLUTION NO._____ WEED DESTRUCTION ORDER

WHEREAS, it is the responsibility of each of Iowa County's Board of Supervisors to enforce the provisions of Chapter 317 of the Code of Iowa as amended with regard to the destruction of weeds, and

WHEREAS, under Chapter 317 of the Code of Iowa as amended each county Board of Supervisors must prescribe and order a program of weed destruction to be followed by landowners, tenants, and other persons in possession or control of land, and

WHEREAS, it has been determined by the Woodbury County Board of Supervisors that a program of weed destruction for the year 2022 is necessary,

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa that each landowner, tenant or other person in possession or control of private land shall on or before the dates stated below, destroy the below-listed noxious weeds on their land by spraying them with a suitable herbicide in a strength sufficient to kill such weeds.

- 1. May 2, 2022 for Palmer amaranth annual.
- 2. May 9, 2022 for musk, thistle, sow thistle, bull thistle, leafy spurge, perennial pepper grass, sour dock perennial, smooth dock perennial, and sheep sorrel perennial.
- 3. June 1, 2022 for Canada thistle, Russian knapweed, buckhorn perennial, wild mustard annual, horse nettle, and teasel biennial.
- 4. June 6, 2022 for field bindweed, wild carrot biennial, and quack grass.
- 5. June 13, 2022 for butterprint annual, puncture vine annual, and cocklebur annual.
- 6. July 1, 2022 for wild sunflower annual and poison hemlock.
- 7. October 3, 2022 all thistles in the rosette stage.

BE IT FURTHER RESOLVED AND ORDERED that any person using county road Right-of-Way for having or grazing are responsible for following the labeled restrictions listed on the following products used by Woodbury County Weed Commissioner: Grazon P&D, Streamline, Perspective, Method 240SL, and MSN 60.

BE IT FURTHER RESOLVED AND ORDERED that all weeds on county trunk and local roads and between the fence lines of such roads, whether they be noxious weeds or other weeds, shall be eradicated or otherwise destroyed, to prevent seed production, by the owner of the land adjoining the road on or before June 10, 2022.

BE IT FURTHER RESOLVED that weeds that are not destroyed in compliance with the above order may be destroyed by the Weed Commissioner, and the costs of destruction by the Weed Commissioner, including the cost of serving notice, plus a penalty of twenty-five percent of total costs shall be assessed against the property upon which the weeds were destroyed, in the case of private lands, or against the adjoining land, in the case of weeds on county roads. Landowners are to contact Weed Commissioner and notify him if there are areas that should not be sprayed with herbicides.

SO RESOLVED this _____ day of April, 2022

WOODBURY COUNTY BOARD OF SUPERVISORS

Keith Radig, Chairperson

ATTEST:

Patrick F. Gill, Woodbury County Auditor