



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(MAY 13, 2025) (WEEK 20 OF 2025)**

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

Daniel A. Bittinger II  
389-4405

[dbittinger@woodburycountyiowa.gov](mailto:dbittinger@woodburycountyiowa.gov)

Kent T. Carper  
570-7681

[kcarper@woodburycountyiowa.gov](mailto:kcarper@woodburycountyiowa.gov)

David L. Dietrich  
870-9224

[ddietrich@woodburycountyiowa.gov](mailto:ddietrich@woodburycountyiowa.gov)

Mark E. Nelson  
540-1259

[mnelson@woodburycountyiowa.gov](mailto:mnelson@woodburycountyiowa.gov)

Matthew A. Ung  
490-7852

[matthewung@woodburycountyiowa.gov](mailto:matthewung@woodburycountyiowa.gov)

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held May 13, 2025, 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. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of 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. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

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**AGENDA**

**4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

1. Approval of the agenda

Action

**Consent Agenda**

**Items 2 through 7 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.**

2. Approval of the minutes of May 6, 2025, meeting
3. Approval of claims
4. County Auditor – Michelle Skaff
  - a. Approval of Liquor License Application for Correctionville Golf Club, Correctionville
  - b. Approval of Liquor License Application for Oscar Carl Vineyard, Sioux City, IA.
5. Human Resources – Melissa Thomas
  - a. Approval of the Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process

6. Secondary Roads – Laura Sievers  
Consideration of permit to work in the county right of way on Garner Ave.
7. County Treasurer – Tina Bertrand  
Approve property tax refund request for parcel #894710306022 in the amount of \$821.00
8. Board Administration – Karen James  
Approval of resolution approving petition for suspension of taxes through the redemption process for M.K.

**End of Consent Agenda**

- |   |             |
|---|-------------|
| 9. Movable Community Development Association Inc. – Stee Maxwell<br>Discussion and consideration of the Board's interest and help with a possible daycare/childcare facility in Movable | Action      |
| 10. Secondary Roads – Laura Sievers<br>Approval to accept the quotes for the new equipment and approve the Engineer to sign purchase agreements   | Action      |
| 11. Board of Supervisors – Daniel Bittinger<br>Approval of funding request for Woodbury County Family Treatment Court   | Action      |
| 12. Reports on Committee Meetings   | Information |
| 13. Citizen Concerns  | Information |
| 14. Board Concerns  | Information |

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- WED., MAY 14** 7:30 a.m. SIMPCO Executive Finance Committee Meeting, 6401 Gordon Dr.  
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
- THU., MAY 15** 12:00 p.m. SIMPCO Regional Policy and Legislative Committee Meeting, 6401 Gordon Dr.  
4:30 p.m. Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., MAY 16** 11:00 p.m. Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
- WED., MAY 21** 12:00 p.m. Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., MAY 22** 10:00 a.m. Siouxland Regional Transit System Board of Directors Meeting, 6401 Gordon Dr.  
11:15 a.m. Western Iowa Community Improvement Regional Housing Trust Fund, 6401 Gordon Dr.
- WED., MAY 28** 2:30 p.m. Rolling Hills Community Services Region Governance Board Meeting  
5:00 p.m. Zoning Commission Meeting, Courthouse Basement Boardroom
- MON., JUN 2** 5:00 p.m. Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., JUN 4** 7:30 a.m. SIMPCO Executive/Finance Committee, 6401 Gordon Drive  
4:45 p.m. Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., JUN 11** 7:30 a.m. SIMPCO Executive Finance Committee Meeting, 6401 Gordon Drive  
8:05 a.m. Woodbury County Information Communication Commission, First Floor Boardroom  
12:00 p.m. District Board of Health Meeting, 1014 Nebraska St.
- THU., JUN 12** 4:00 p.m. Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- FRI., JUN 13** Hungry Canyons Alliance, Tour of Grade Control Sites, Denison

**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.*

**MAY 6, 2025, NINETEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, May 6, 2025, at 4:30 p.m. Board members present were Carper, Nelson, Bittinger II, and Dietrich; Ung was absent. 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 Carper to approve the agenda for May 6, 2025. Carried 4-0. Copy filed.  
  
Motion by Bittinger second by Nelson to approve the following items by consent:
2. To approve minutes of the April 29, 2025 meeting. Copy filed.
3. To approve the claims totaling \$644,751.38. Copy filed.
- 4a. To approve the reclassification of Andrew Britton, Youth Worker, Juvenile Detention Dept., effective 05-12-25, \$23.72/hour, 3%=\$0.79/hr. Per AFSCME Juvenile: Move from Step 2 to Step 3. Anniversary Date 05-29-25; the reclassification of Todd Clark, Civilian Jailer, County Sheriff Dept., effective 05-12-2025, \$33.24/hour, 11%=\$3.46/hr. Per CWA Civilian: Move from Senior to Master. Anniversary Date: 05-30-25.; the transfer of Tyler Javorsky, Court Security Officer, County Sheriff Dept., effective 05-12-25, \$25.57/hour, 0%. Transfer Position from Correctional Office to Court Security Officer.; and the reclassification of Scott Fox, Equipment Operator, Secondary Roads Dept., effective 05-12-2025, \$27.88/hour, 3%=\$0.84/hr. Per CWA Roads: End of Probationary Period. Move to Step 1. Anniversary Date: 05-27-25. Copy filed.
- 4b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept. CWA Civilian: \$24.57/hour. Copy filed.
5. To approve to set public hearing for Tuesday, May 20, 2025 at 4:35 p.m. for the Crittenton Center Community Development Block Grant application. Copy filed.
6. To approve to schedule June 10, 2025 at 4:40 p.m., June 17, 2025 at 4:40 p.m., and June 24, 2025 at 4:40 p.m. for 3 public hearings on a proposed zoning ordinance map amendment (rezone) of 12.32-acres located on Parcel #864629351012, Section 29, T86N R46W (Sloan Township) from Agricultural Preservation (AP) to the General Industrial (GI) Zoning District. Copy filed.

Carried 4-0.

- 7a. Aaron Lincoln, Sergeant Bluff City Administrator, addressed the board regarding the speed limit on Woodbury County K-29.

Motion by Nelson second by Dietrich to receive for signatures a resolution Speed Limit Woodbury County K-29. Carried 4-0.

**SPEED LIMIT RESOLUTION  
WOODBURY COUNTY K-29  
RESOLUTION #13,880**

WHEREAS: The Board of Supervisors of Woodbury County is empowered under the authority of sections 321.255 and 321.285, subsection 4 of the Code of Iowa.

WHEREAS: The City of Sergeant Bluff has reached an opinion concerning the reasonable and proper speed for the road listed herein,

NOW, THEREFORE BE IT RESOLVED, by the Woodbury County Board of Supervisors, that the following speed limit be established, and appropriate signs erected at the locations described as follows:

- 1) Beginning at the intersection of Woodbury County Roads K-45 and K-29, a speed limit of 35 miles per hour is established.
- 2) Continuing north, the joint jurisdiction between the City of Sergeant Bluff and the Woodbury County Board of Supervisors concludes 0.03 miles south of the intersection of Warrior Road and K-29.

Speed limit shall be effective when appropriate signs giving notice of the speed limits are erected.

Passed and approved this 6th day of May 2025  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7b. Motion by Bittinger second by Nelson to receive for signatures a resolution Speed Limit Woodbury County K-45. Carried 4-0.

**SPEED LIMIT RESOLUTION  
WOODBURY COUNTY K-45  
RESOLUTION #13,881**

WHEREAS: The Board of Supervisors of Woodbury County is empowered under the authority of sections 321.255 and 321.285, subsection 4 of the Code of Iowa.

WHEREAS: The Woodbury County Engineer has reached an opinion concerning the reasonable and proper speed for the road listed herein,

NOW, THEREFORE BE IT RESOLVED, by the Woodbury County Board of Supervisors, that the following speed limit be established after the construction of the Southbridge Interchange, and appropriate signs erected at the locations described as follows:

- 1) Beginning 2000-feet south of the intersection of Woodbury County Roads K-45 and 235<sup>th</sup> Street, a speed limit of 45 miles per hour is established.
- 2) Continuing north, to the existing 45 miles per hour speed limit within the City of Sergeant Bluff.

Speed limit shall be effective when appropriate signs giving notice of the speed limits are erected.

Passed and approved this 6th day of May 2025  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 8. Information was presented by Rob Wick, Iowa Economic Development Authority, about the remaining unmet needs of Siouxland communities after the 2024 flooding. Copy filed.
- 9. Reports on committee meetings were heard.
- 10. There were no citizen concerns.
- 11. Board Concerns were heard.

The Board adjourned the regular meeting until May 13, 2025.

Meeting sign in sheet. Copy filed.

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

Date: 5/5/25 Weekly Agenda Date: 5/13/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: County Auditor - Michelle Skaff

**WORDING FOR AGENDA ITEM:**

Consideration and approval for liquor license for Correctionville Golf Club, Correctionville, Iowa

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

i/a

**BACKGROUND:**

i/a

**FINANCIAL IMPACT:**

Unknown at this time

**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

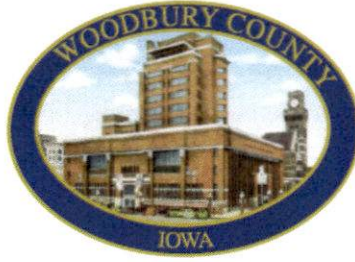
**RECOMMENDATION:**

Approve Motion

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve an application for a 12-month Class C Retail Alcohol License, with Outdoor Service Sales privileges, for Correctionville Golf Club, effective 06/02/25 through 06/01/26.

**Office Of The  
AUDITOR/RECORDER  
Woodbury County**  
Michelle K. Skaff, Ph.D.  
Auditor/Recorder/  
Commissioner of Elections



Courthouse – Room 103  
620 Douglas  
Sioux City, IA 51101  
Phone: (712) 279-6702  
Fax (712) 279-6629  
miskaff@woodburycountyiowa.gov

To: Board of Supervisors

From: Michelle K Skaff, Auditor & Recorder

A handwritten signature in black ink, appearing to be "MKS", is written over the "From:" line.

Date: May 5, 2025

Subject: Liquor License Application for the Correctionville Golf Club, Correctionville, Iowa.

Please approve and receive for signature, an applicaton for a 12-month, Class C Retail Liquor License, with Outdoor Service, for the Correctionville Golf Club, Correctionville, Iowa. The license would be effective 06/02/25 through 06/01/26.



# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CORRECTIONVILLE GOLF CLUB INC	CORRECTIONVILLE GOLF CLUB INC	(712) 372-4916		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1300 Hackberry St		Correctionville		51016
MAILING ADDRESS	CITY	STATE	ZIP	
1300 Hackberry St	Correctionville	Iowa	51016	

## Contact Person

NAME	PHONE	EMAIL
AMANDA HEILMAN	(712) 372-4916	cvillegolfclub@gmail.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0048337	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
June 2, 2025	June 1, 2026	

SUB-PERMITS

Class C Retail Alcohol License





PRIVILEGES

Outdoor Service

**Status of Business**

BUSINESS TYPE

Corporation

**Ownership**

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
NICKEY (NICK) HEATH	CORRECTIONVILLE	Iowa	510161023	PRESIDENT	0.58	Yes
ADAM KELLY	CORRECTIONVILLE	Iowa	510168023	VICE-PRESIDENT	0.58	Yes
KATIE EDWARDS	CORRECTIONVILLE	Iowa	510161006	SEC./TREASURER	0.01	Yes

**Insurance Company Information**

INSURANCE COMPANY

Grinnell Mutual

POLICY EFFECTIVE DATE

June 2, 2025

POLICY EXPIRATION DATE

June 2, 2026

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



# State of Iowa

Alcoholic Beverages Division

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE

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

Date: 05/07/25 Weekly Agenda Date: 05/13/25

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** County Auditor - Michelle Skaff

**WORDING FOR AGENDA ITEM:**

Consideration and approval for liquor license for Oscar Carl Vineyard Sioux City, IA

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

n/a

**BACKGROUND:**

n/a

**FINANCIAL IMPACT:**

Unknown at this time

**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

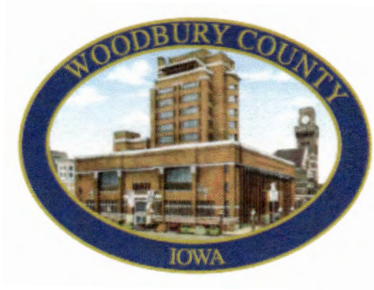
**RECOMMENDATION:**

Approve Motion

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve an application for a 12-month Class C Retail Alcohol License, with Outdoor Service Sales privileges, for Oscar Carl Vineyard, effective 06/02/25 through 06/01/26.

**Office Of The  
AUDITOR/RECORDER  
Woodbury County**  
Michelle K. Skaff, Ph.D.  
Auditor/Recorder/  
Commissioner of Elections



Courthouse – Room 103  
620 Douglas  
Sioux City, IA 51101  
Phone: (712) 279-6702  
Fax (712) 279-6629  
miskaff@woodburycountyiowa.gov

To: Board of Supervisors

From: Michelle K Skaff, Auditor & Recorder

*MKS*

Date: May 7, 2025

Subject: Liquor License Application for the Oscar Carl Vineyard, Sioux City, Iowa.

Please approve an application for a 12-month Class C Retail Alcohol permit with privileges of, Outdoor Service for the Oscar Carl Vineyard, effective 06/02/25



# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
ROOM FOR MORE ENTERPRISES, INC.	Oscar Carl Vineyard	(712) 898-3400		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1473 Buchanan Avenue		Sioux City	Woodbury	51106
MAILING ADDRESS	CITY	STATE	ZIP	
1473 Buchanan Avenue	Sioux City	Iowa	51106	

## Contact Person

NAME	PHONE	EMAIL
Melanie Olsen	(712) 898-3400	melanie.olsen@oscarcarlvineyard.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0049726	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
June 2, 2025	June 1, 2026	

### SUB-PERMITS

Class C Retail Alcohol License



# State of Iowa

Alcoholic Beverages Division

## PRIVILEGES

Outdoor Service

## Status of Business

### BUSINESS TYPE

Corporation

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Roy Olsen	Sioux City	Iowa	51106	Vice-President/Treasurer	50.00	Yes
Melanie Olsen	Sioux City	Iowa	51106	President/Secretary	50.00	Yes

## Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

Founders Insurance Company

June 2, 2025

June 2, 2026

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** May 13<sup>th</sup> 2025

**\* PERSONNEL ACTION CODE:**

- |                 |                      |
|-----------------|----------------------|
| A - Appointment | R - Reclassification |
| T - Transfer    | E - End of Probation |
| P - Promotion   | S - Separation       |
| D - Demotion    | O - Other            |

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Palsma, Kurtus	Secondary Roads	05-19-2025	Engineering Aide - Temp	\$19.50/hour		A	Job Vacancy Posted on 02/12/2025. Temporary – Not to Exceed 120 Days.
Resendiz, Rosario	Juvenile Detention	05-26-2025	Youth Worker	\$22.93/hour	4%=\$0.88/hr	R	Per AFSCME Juvenile- Move from Step 1 to Step 2. Anniversary Date: 6/5/25
East, Noah	Sheriff's Office	05-26-2025	Civilian Jailer	\$25.57/hour	4%=\$1.00/hr	R	Per CWA Civilian- Move from 3 <sup>rd</sup> Class to 2 <sup>nd</sup> Class. Anniversary Date: 6/6/25

**APPROVED BY BOARD DATE:** \_\_\_\_\_

**MELISSA THOMAS, HR DIRECTOR:** \_\_\_\_\_

**HUMAN RESOURCES DEPARTMENT**

**WOODBURY COUNTY, IOWA**

**DATE: May 13<sup>th</sup> 2025**

**AUTHORIZATION TO INITIATE HIRING PROCESS**

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>ENTRY LEVEL</b>	<b>APPROVED</b>	<b>DISAPPROVED</b>
Secondary Roads	Mechanic Foreman	Wage Plan: \$2945.31/ bi-weekly		
Treasurer	Senior Clerk (5)	AFSCME Courthouse: \$21.15 - \$26.66 / hour		
Treasurer	Clerk III (2)	AFSCME Courthouse: \$23.31 - \$28.72 / hour		

\_\_\_\_\_  
Chairman, Board of Supervisors



## WOODBURY COUNTY TREASURER'S OFFICE



**Tina M. Bertrand, Treasurer**

822 Douglas St, Room 102  
Sioux City, IA 51101

Motor Vehicle: 712-279-6500  
Property Tax: 712-279-6495  
DNR: 712-279-6492  
Fax: 712-279-6493

May 7, 2025

Melissa Thomas  
Woodbury County  
Human Resources Director  
620 Douglas St  
Sioux City, IA 51101

Melissa,

Please accept this as a written request for authorization to hire the newly approved positions. Our goal is to complete the in-house application process in a time to have new appointments approved for July 1, 2025.

If you have any questions, please contact us at 712-279-6500.

Thank you for your help in this matter.

Sincerely,

  
Tina M. Bertrand  
Woodbury County Treasurer

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

Date: 05/08/2025 Weekly Agenda Date: 05/12/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura Sievers, PE, Woodbury County Engineer

**WORDING FOR AGENDA ITEM:**

Consideration of permit to work in the county right of way on Garner Ave.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

On Garner Ave., the landowner has requested a permit to work in the right-of-way.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. I have reviewed the site with the Foreman and recommend the work be permitted.

**FINANCIAL IMPACT:**

No impact.

**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?**

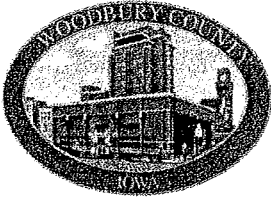
Yes  No

**RECOMMENDATION:**

Approve the permit to work in the right of way.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way on Garner Ave. and to direct the chair to sign the permit.



# Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER  
Mark J. Nahra, P.E.  
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER  
Benjamin T. Kusler, E.I.T.  
bkusler@sioux-city.org

SECRETARY  
Tish Brice  
tbrice@sioux-city.org

## WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: BRAO Catania Phone No.: 712-441-0103

Mailing Address: 1243 Garner Ave, Merville, IA 51039

Township: 89. Section: 13. Banner township

Woodbury County, State of Iowa, and BRAO Catania (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Removed fence, Grade Dirt Ridge and Replace fence.  
South Side of my Driveway.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

\_\_\_\_\_  
\_\_\_\_\_

L. Woodbury County agrees to provide the following contribution toward completion of this project:

\_\_\_\_\_  
\_\_\_\_\_

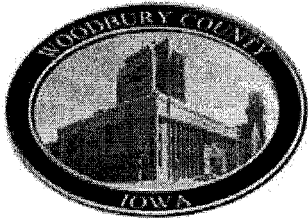
M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the \_\_\_\_\_ day of \_\_\_\_\_, 20 .

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20 .

 4-28-25  
Signature of Property Owner or Authorized Representative

\_\_\_\_\_  
Woodbury County Engineer

\_\_\_\_\_  
Chair, Woodbury County Board of Supervisors



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

May 8, 2025

RE: Request for Refund

Dear Board of Supervisors,

The following property owner has requested this refund:

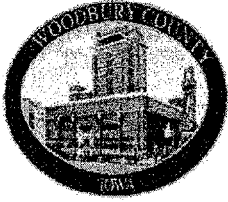
Beverly Smith	8947 10 306 022	(4017 Teton Trace)	\$821.00
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Please approve this customer to be issued a refund check in the amount listed above. The customer forgot to cancel her scheduled payments on-line after selling the property in November 2024. The refund will be processed upon confirmation the payment(s) is not returned as non-sufficient. If you have any questions or problems with this request, please feel free to contact me.

Thank you for your time,

A handwritten signature in cursive script that reads "Janet L. Trimpe".

Janet L. Trimpe  
Woodbury County Tax Deputy  
[jtrimpe@woodburycountyiowa.gov](mailto:jtrimpe@woodburycountyiowa.gov)  
712-279-6495 (option #2 for tax)



# WOODBURY COUNTY TREASURER

www.woodburycountyiowa.gov  
822 Douglas St. Room 102  
Sioux City, IA 51101

Mail to:  
Woodbury County Treasurer  
822 Douglas St., Room 102  
Sioux City, Iowa 51101

## Request for Property Tax Refund

We hereby request a refund of property tax paid for the following parcels:

PARCEL #	894710306022	Amount	\$821.00
PARCEL #	_____	Amount	_____
PARCEL #	_____	Amount	_____
PARCEL #	_____	Amount	_____

**REASON FOR REFUND:**

- Over Payment made on \_\_\_\_\_
- Sold Property on 11-08-2024
- Duplicate Payment made on \_\_\_\_\_
- Other: \_\_\_\_\_

**REFUND REQUESTED BY:**

Name(s): Beverly Jean Smith  
(Refund to be issued to name above, Please Print Clearly)

Mailing Address: 612 Grand Avenue Apartment Q3

City: Creston State: Iowa Zip: 50801

Phone Number: (641) 202 - 2275 Email: renacheers@yahoo.com

Printed Name: Rena Cheers, POA Date: 05-02-2025

Signature: Rena Cheers POA

**Office use Only:**  
Notes: \_\_\_\_\_  
\_\_\_\_\_

Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Refund issued on: \_\_\_\_\_ Check #: \_\_\_\_\_

MAY 6 2025 PM2:47

Karen, could you please email me back that you received this request to be on the agenda for the Woodbury County Board of Supervisors. Thanks! Stee Maxwell

To Chairman Dan and the Woodbury County Board of Supervisors:


My name is Stee Maxwell and I am the President of what is called MCDAI (Moville Community Development Association Inc.), a non-profit organization here in Moville. We have been working on a possible daycare/childcare facility in Moville for over three years. We have partnered with the United Methodist Church here in Moville to utilize their Sunday school wing and are presently going over plans to remodel it to meet state regulations. We have also partnered with Crittenton Center in Sioux City and once established they will be the administrators of the facility. This would hopefully be in the fall of 2026.

We are now in the phase of procuring funds and have funds either pledged or given at the present time. The City of Moville has pledged \$20,000, MCDAI has given \$60,000, the United Methodist Church will be giving \$70,000 for a new roof, and other private donations have been given.

This is a project that will benefit Moville as well as the surrounding rural communities around it. We are planning on being able to accommodate over 60 children including babies and preschoolers.

We are approaching the Woodbury County Board to see whether you would be interested in helping with this project. This would be a great economic development project for the rural area, both in jobs and for parents needing daycare. We would like to be put in the agenda on May 13th, 2025 to give a short presentation and answer any questions.

Thank you for your interest and possible help with this project.

  
Stee Maxwell  
MCDAI President

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

Date: 05/08/2025 Weekly Agenda Date: 05/13/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura Sievers, PE, County Engineer

**WORDING FOR AGENDA ITEM:**

Secondary Road Department new equipment for FY 2026

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Secondary Road Department has determined the needs for new equipment. The equipment needs and costs are presented.

**BACKGROUND:**

Quotes received include 2 motor graders for \$687,200, wheel loader for \$260,750, compact loader with trailer for \$104,350, 2 pickups for \$95,643.60, and two snowplow trucks for \$574,516. The price includes trade-ins. The new equipment budget is \$1,584,000 and as discussed previously, adding the dust palliative savings of \$150,000 to the new equipment budget. The costs is within budget.

**FINANCIAL IMPACT:**

The equipment will be paid for with Woodbury County Secondary Road funds.

**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:**

Recommend the Board accept the new equipment requests and quotes for Secondary Roads

**ACTION REQUIRED / PROPOSED MOTION:**

Motion that the Board accept the quotes for the new equipment and approve the Engineer to sign purchase agreements.



# Secondary Roads New Equipment

	<b>FY 2026</b>	<b>FY 2025</b>
John Deere 772G 6WD Motor Grader	\$346,100.00	\$378,995.00 John Deere 772G 6WD Motor Grader
John Deere 772G 6WD Motor Grader	\$341,100.00	Only ordered one motor grader
John Deere 644 G-Tier Wheel Loader	\$260,750.00	\$284,550.00 Hitachi ZWZ20-7
John Deere 331 P-Tier Compact Loader with trailer	\$104,350.00	\$100,977.00 John Deere 331 P-Tier Compact Loader with trailer
2025 Chevrolet Silverado 2500 Custom	\$47,571.80	\$51,680.00 2024 Chevrolet Silverado 2500 Custom
2025 Chevrolet Silverado 2500 Custom	\$48,071.80	Only ordered one pickup truck
2025 Western Star 47X	\$160,283.00	\$254,032.00 Volvo truck and snow equipment
Dump body	\$126,975.00	
2025 Western Star 47X	\$160,283.00	\$195,021.00 Ordered a single axle truck as the second truck
Dump body	\$126,975.00	
<b>TOTAL:</b>	<b>\$1,722,459.60</b>	<b>\$1,265,255.00</b>
		<small>* Cost includes trade in</small>
<b>FY 2026 TOTAL NEW EQUIPMENT BUDGET:</b>	<b>\$1,584,000.00</b>	
FY 2026 BUDGET SHORTFALL:	(\$138,459.60)	
DUST PALLATIVE FY 2026 BUDGET:	\$150,000.00	
<b>FY 2026 BUDGET :</b>	<b>\$11,540.40</b>	

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

Date: 5/8/2025 Weekly Agenda Date: 5/13/25

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel A. Bittinger II

**WORDING FOR AGENDA ITEM:**

Funding Request for Woodbury County Family Treatment Court

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

SHIP, the non-profit/fiscal agent for the Woodbury Family Treatment Court (WFTC), is seeking a partnership with the Board of Supervisors to support needs of families and incentivize behavior change.

**BACKGROUND:**

WFTC began in 2008, with a federal regional partnership grant to support the model development. In 2013, FTCs were incorporated into the Judicial Budget (providing the financial support of the coordinator position). FTC model incentivizes positive behavior change and the Woodbury County FTC is currently looking at community supports and partnerships to continue to build and enhance this element.

**FINANCIAL IMPACT:**

Previous financial support for incentives has included: Decatorganization funds allocated by the Service Area Manager of the Department of Health and Human Services, as well as a separate allocation from the Woodbury County Attorneys Office. There is uncertainty as to future allocations from these agencies.

**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:**

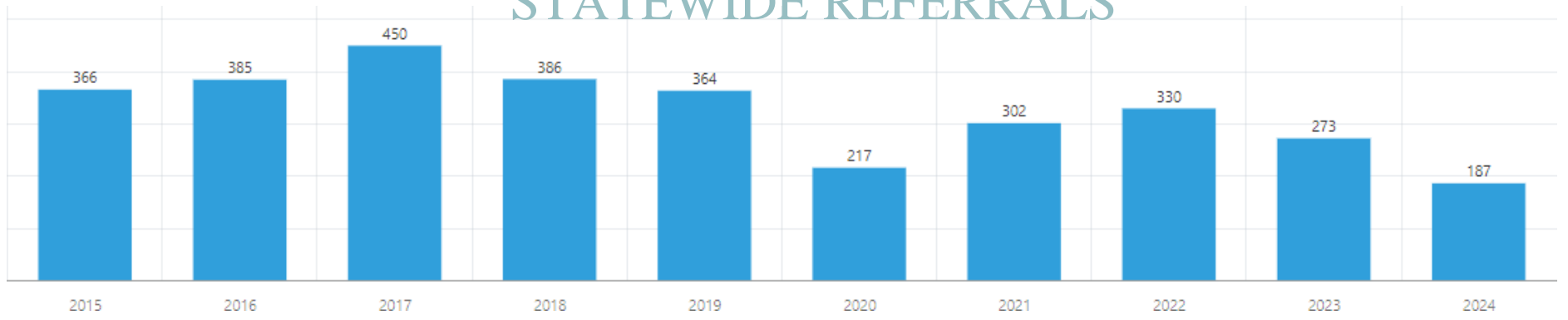
SHIP recommends the board of supervisors support the efforts of Woodbury County Family Treatment Court.

**ACTION REQUIRED / PROPOSED MOTION:**

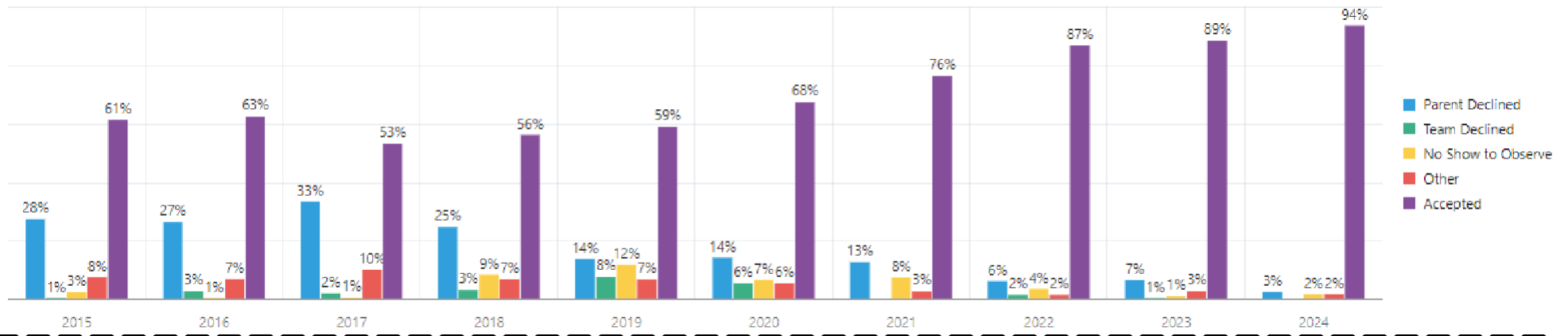
SHIP requests funds in the amount of \$5,000 to support Family Treatment Court programming and activities.

# FAMILY TREATMENT COURT

## STATEWIDE REFERRALS



## STATEWIDE REFERRALS OUTCOMES

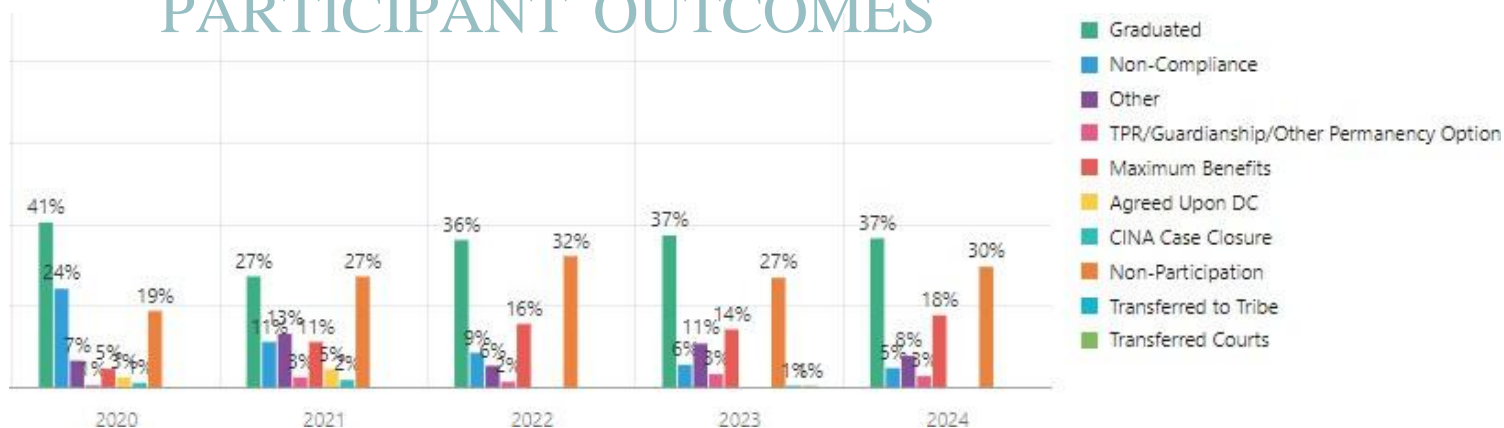


## CINA OUTCOMES

Referrals do not end up participating in the program are used as the **comparison group**. Comparison data is shown below in **green**.

Location	Reunification	Reunification	Guardianship	Guardianship	TPR	TPR
Black Hawk	50%	54%	7%	9%	43%	35%
Buena Vista	77%	79%	5%	3%	18%	18%
Cass/Audubon	68%	36%	8%	14%	23%	50%
Cerro Gordo	60%	46%	0%	7%	39%	46%
Johnson	81%	77%	13%	0%	3%	15%
Linn	70%	78%	10%	4%	18%	17%
Polk	66%	50%	5%	10%	28%	38%
Scott	47%	41%	16%	19%	35%	40%
Warren	69%	64%	8%	22%	20%	14%
Webster	66%	48%	4%	6%	29%	39%
Wapello	76%	54%	8%	10%	15%	33%
<b>Woodbury</b>	<b>68%</b>	<b>53%</b>	<b>4%</b>	<b>10%</b>	<b>24%</b>	<b>29%</b>
Statewide	68%	53%	7%	10%	24%	34%

## PARTICIPANT OUTCOMES



Estimates show FTCs have generated **\$17.7 million dollars** in cost avoidance for the state from 2007 – 2020. An approximate average of **\$11,769.51 per family**.

1,995 families have been served through FTCs	2,254 parents/Caregivers have been served through FTCs	4,021 Children have been served through FTCs
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