



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (SEPTEMBER 2, 2025) (WEEK 36 OF 2025)

Live streaming at:

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

Agenda and Minutes available at:

www.woodburycountyiowa.gov

Daniel A. Bittinger II
389-4405

dbittinger@woodburycountyiowa.gov

Kent T. Carper
570-7681

kcarper@woodburycountyiowa.gov

David L. Dietrich
870-9224

ddietrich@woodburycountyiowa.gov

Mark E. Nelson
540-1259

mnelson@woodburycountyiowa.gov

Matthew A. Ung
490-7852

matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 2, 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.

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 5 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 August 26, 2025, meeting
Approval of the minutes of August 28, 2025, special meeting
3. Approval of claims
4. Board Administration – Karen James
Approval of resolution for a tax suspension for S.H.

5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Processing
 - c. Approval of request to deauthorize county positions

End of Consent Agenda

6. Human Resources – Melissa Thomas
Approval of the service agreement with Tri-State Nursing Action
7. Board of Supervisors – Daniel Bittinger II
Approval to purchase up to two tables for the Siouxland Chamber of Commerce Annual meeting Action
8. Reports on Committee Meetings Information
9. Citizen Concerns Information
10. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED., SEP 3	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.
THU., SEP 4	12:00 p.m.	SIMPCO Regional Policy & Legislative Affairs Committee, 6401 Gordon Dr.
WED., SEP 10	7:30 a.m.	SIMPCO Executive Finance Committee Meeting, 6401 Gordon Drive
	8:05 a.m.	Woodbury County Information Communication Commission, Dennis Butler Mtg Room
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THU., SEP 11	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	12:00 p.m.	SIMPCO Board of Directors, 6401 Gordon Drive.
WED., SEP 17	4:00 p.m.	Conservation Board Meeting, Brown's Lake – Bigelow Park
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., SEP 18	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., SEP 19	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 607 – 4 th Street
MON., SEP 22	5:00 p.m.	Zoning Commission Meeting, Courthouse Basement Boardroom
THU., SEP 25	10:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, 6401 Gordon Dr.
	11:15 a.m.	Western Iowa Community Improvement Regional Housing Trust Fund Board of Directors, 6401 Gordon, Dr.
MON., OCT 6	5:00 p.m.	Board of Adjustment meeting, Courthouse Basement Boardroom
WED., OCT 1	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.

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.

AUGUST 26, 2025, THIRTY-FIFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 26, 2025, at 4:30 p.m. Board members present were Carper, Ung, Dietrich, and Bittinger II. Nelson was absent. Staff members present were Karen James, Board Administrative Assistant, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, and Shona Campbell, Deputy 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 Dietrich to approve the agenda for August 26, 2025. Carried 4-0. Copy filed.

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

2. To approve minutes of the August 19, 2025 meeting. Copy filed.
3. To approve the claims totaling \$929,474.94. Copy filed.
4. To approve an application for a 5-day class C Retail Alcohol License, with Outdoor Service Sales privileges, for Woodbury County Fair, effective 09/11/25 through 09/15/25. Copy filed.
5. To approve the separation of Janet Strain, Intern - Temp, County Attorney Dept., effective 07-31-2025, End of Temp work; other of Le Bui, Youth Worker, Juvenile Detention Dept., effective 08-24-2025, \$22.71/hour, 0%. Transfer from PT-Temp to Part Time; the reclassification of Dustin Johnson, Clerk III, Building Services Dept., effective 08-25-2025, \$26.31/hour. Job Vacancy Posted on 07/31/25. Entry Level Salary \$25.81/hr + \$.50 Asbestos Certification. Copy filed.

Carried 4-0.

7. Motion by Bittinger second by Dietrich to initiate the consideration process of amendments to the Woodbury County Zoning Ordinance. Specifically, this motion proposes to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4) to classify "public service garage" as a conditional use within the Agricultural Preservation (AP) Zoning District and direct the Zoning Commission to provide recommendations regarding these amendment(s) and any related matters. Carried 4-0. Copy filed.

- 6a. A public hearing was held at 4:35 p.m. for the sale of parcel #894234430018, 419 9th St., Correctionville, IA.

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

Motion by Bittinger second by Dietrich to approve and authorize the Chairperson to sign a Resolution for the sale of parcel #894234430018, 419 9th St., Correctionville, IA, to Robert G Brauninger, Correctionville, IA, for \$199.00, plus recording fees. Carried 4-0.

RESOLUTION OF THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA RESOLUTION #13,945

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Robert G. Brauninger in the sum of **One Hundred Ninety-nine Dollars & 00/100 (\$199.00)**-----
-----dollars.

For the following described real estate, To Wit:

Parcel #894234430018

**Ten feet (10') vacated Iowa Street adjacent to Lot Seven (7) Block Nine (9) Railroad Addition, City of Correctionville
(419 9th Street)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 26th Day of August, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

8. Motion by Dietrich second by Carper to approve and authorize the Chairperson to sign a Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the county for certain original expenditures paid in connection with specified projects. Carried 4-0.

RESOLUTION #13,947
RESOLUTION DECLARING AN OFFICIAL INTENT UNDER
TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO
REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL
EXPENDITURES PAID IN CONNECTION WITH SPECIFIED
PROJECTS

WHEREAS, the County anticipates making cash expenditures for one or more capital improvement projects, generally described below (each of which shall hereinafter be referred to as a "Project"); and

WHEREAS, the County reasonably expects to issue debt to reimburse the costs of a Project; and

WHEREAS, the Board believes it is consistent with the County's budgetary and financial circumstances to issue this declaration of official intent.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA:

Section 1. That this Resolution be and does hereby serve as a declaration of official intent under Treasury Regulation 1.150-2.

Section 2. That it is reasonably expected that capital expenditures will be made in respect of the following Project(s), from time to time and in such amounts as this Board determines to be necessary or desirable under the circumstances then and there existing.

Section 3. That the County reasonably expects to reimburse all or a portion of the following expenditures with the proceeds of bonds, notes or other indebtedness to be issued or incurred by the County in the future.

Section 4. That the total estimated costs of the Project(s), the maximum principal amount of the bonds, notes or other indebtedness to be issued for the foregoing Project(s) and the estimated dates of completion of the Project(s) are reasonably expected to be as follows:

<u>Project</u>	<u>Fund from which original expenditures are to be Advanced</u>	<u>Total Estimated Cost</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
LEC Demo	General	\$600,000	\$600,000	June 2026
Dorothy Pecaut Center Foundation	General	\$32,000	\$32,000	June 2026
Little Sioux Park Road	General	\$235,700	\$235,700	August 2025
EMS Main Front Replacement	General	\$46,500	\$46,500	August 2025
Security Utility/Keys	General	\$40,000	\$40,000	January 2026
County PCs FY26	General	\$40,000	\$40,000	January 2026
Fiberoptics	General	\$25,000	\$25,000	January 2026
Fiber testing and tools	General	\$25,000	\$25,000	January 2026
GIS Dashboard	General	\$25,000	\$25,000	January 2026
Switch Cleanup	General	\$25,000	\$25,000	January 2026
Loan Note Fees	General	\$18,000	\$18,000	June 2026

Section 5. That the County reasonably expects to reimburse the above-mentioned Project costs not later than the later of eighteen months after the capital expenditures are paid or eighteen months after the property is placed in service, but in no event more than three (3) years after the original expenditure is paid.

Section 6. That this Resolution be maintained by the County Auditor in an Official Intent File maintained in the office of the Auditor and available at all times for public inspection, subject to such revisions as may be necessary.

PASSED AND APPROVED this 26th day of August, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

6b. A public hearing was held at 4:37 p.m. for the sale of parcel #894730301009, 119 S Colon St.

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

Motion by Bittinger second by Carper to approve and authorize the Chairperson to sign a Resolution for the sale of parcel #894730301009, 119 S Colon St., to Patrick A. Treiber, Sioux City, for \$1,000.00, plus recording fees. Carried 4-0.

RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #13,946

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Patrick A. Treiber & Marcella G. Treiber in the sum of One Thousand Dollars & 00/100 (\$1,000.00)----
-----dollars.

For the following described real estate, To Wit:

Parcel #894730301009

**The North three-fifths (N 3/5) of Lot Eighteen (18) (except the North 44 4/5 feet of Lot 18), all in Highland Plat 2nd Addition, City of Sioux City, Woodbury County, Iowa
(119 S. Colon Street)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 26th Day of August, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

9. Reports on committee meetings were heard.
10. Marci Tilley, 2918 W. 1st St, expressed concerns for pedestrian safety and traffic at the intersection of W.1st and Hamilton. Christopher Porsch, Candidate for State Senate District 1, thanked the board for their work for the county and its citizens.
11. Board concerns were heard.

The Board adjourned the regular meeting until September 2, 2025.

Meeting sign in sheet. Copy filed.

August 28, 2025, SPECIAL MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Thursday, August 28, 2025, at 1:00 p.m. Board members present were Dietrich, Carper, Bittinger II, and Ung, Nelson was absent. Staff members present Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Steve Hofmeyer, Deputy Commissioner of Elections, and Michelle Skaff, Auditor/Clerk to the Board.

The meeting was called to order.

The canvass for the State Senate District 1 Special Election held on August 26, 2025 was held.

Motion by Dietrich second by Bittinger to receive for signatures the canvass of the State Senate District 1 Special Election. Carried 4-0. Copy filed.

The Board adjourned the meeting.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY, IOWA
BOARD ADMINISTRATION
MEMORANDUM**

TO: Board of Supervisors

FROM: Karen James, Board Administrative Assistant

RE: Consideration of a Petition for a Tax Suspension

DATE: August 27, 2025

Please consider this request for a tax suspension for S.H. If the Board approves this request, the suspension resolution requires the chairman's signature.

Thank you.

kmj

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 2, 2025

*** 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
Schoep, Rebecca	Sheriff's Office	08-04-2025	Civilian Jailer	\$28.20/hour	5%=\$1.22/hr	R	Per CWA Civilian Contract: Article XVI Section 4. Move from 2nd Class to 1 st
Holst, Steven	Secondary Roads	09-01-2025	Motor Grader Operator	\$29.03/hour	1%=\$0.31/hr	R	In-house Job Vacancy Posted on 8/13/25. Equipment Operator to Motor Grader.
Medina-Lopez, Stephany	Sheriff's Office	09-15-2025	Civilian Jailer	\$26.04/hour		A	Job Vacancy Posted on 5/7/25. Entry Level Salary \$26.04/hr
Ulysses, Azpeita	Sheriff's Office	09-15-2025	Civilian Jailer FT-Temp	\$26.04/hour		A	Job Vacancy Posted on 7/10/25. Entry Level Salary \$26.04/hr
Kempers, Jace	Sheriff's Office	09-15-2025	Civilian Jailer FT-Temp	\$26.04/hour		A	Job Vacancy Posted on 7/10/25. Entry Level Salary \$26.04/hr

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR Director

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: September 2, 2025

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Mental Health	Mental Health Advocate Coordinator - PT	\$30.00/hr		
Building Services	Maintenance Technician	AFSCME Courthouse: \$23.61/hr		

Chairman, Board of Supervisors



Woodbury County Building Services
401 8th Street
Sioux City, IA. 51101
Kenny Schmitz, Building Services Director
kschmitz@woodburycountyiowa.gov
Office: 712-279-6539 Cell: 712-253-3745

8/28/2025

To: Woodbury County Board of Supervisors

Human Resources Department

From: Kenny Schmitz, Building Services Director

Subject: Authorization to Hire

Building Services respectfully requests Authorization to hire for the Building Services Maintenance Technician position vacancy due to the recent Clerk-III inter-department transfer.

Sincerely,

Kenny Schmitz

Should you have any comments regarding this communication, please send them to me and I will place them in your file along with this communication.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: September 2, 2025

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
Mental Health	Coordinator of Disability Services (-1.0 FTE)		
Mental Health	Support Coordinator of Disability Services (-1.0 FTE)		

Chairman, Board of Supervisors

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

Date: 08/28/2025 Weekly Agenda Date: 09/02/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas, HR Director

WORDING FOR AGENDA ITEM:

Approval of the Service Agreement with Tri-State nursing

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

This agreement will allow the county access to drug screenings after hours.

BACKGROUND:

Currently if a drug screen needs to be completed, and it is after hours, the only option is for staff to go to the emergency room. This is not only costly but wastes time. With the new Tri-state Nursing agreement, the nurse will come to us to complete the test.

FINANCIAL IMPACT:

The different charges are listed in the attached agreement, but this is a significant saving compared to an ER visit.

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 motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the agreement with Tri State Nursing



Memorandum of Agreement

Parties

This agreement is between Woodbury County and Tri- State Nursing Occupational Health and Therapy Services 3409 Singing Hills Blvd, Sioux City, Iowa 51106.

1. Term of Agreement

The Term of this Agreement shall commence on August 20, 2025, and shall continue in effect for a period of not less than one year. Thereafter, the Agreement shall continue in full force and effect until canceled by either party at any time, with or without cause, by giving thirty (30) days notice to the other. This Agreement may be amended from time to time by mutual consent, in order to reflect the current status for the need of drug and breath alcohol (DAS).

2. Legislative Limitations

In the event any third-party payer, or any other Federal, State or local law, rules, regulations, or interpretations at any time change the method or amount of reimbursement or payment for services under this Agreement, then the parties agree to negotiate in good faith to amend this Agreement. If this Agreement is not amended prior to the effective date of such rule, regulation or interpretation, this Agreement shall terminate as of such effective date.

3. Description of Services

- A. Tri-State Nursing Occupational Health and Therapy Services shall upon request of Woodbury County assign DAS personnel to Woodbury County for the purpose of DAS collections. Tri- State Nursing Occupational Health and Therapy Services shall train all collectors assigned to Woodbury County and provide documentation of said training in the collector's personnel file.
- B. Tri- State Nursing Occupational Health and Therapy Services stands by its performance. If services are not satisfactory or difficulties should arise, the parties agree to expend reasonably good faith efforts to resolve any problems.

4. Status of Nursing Service and Insurance Coverage

- A. Tri- State Nursing Occupational Health and Therapy Services is performing hereunder as an independent contractor and not as an employee, agent, partner, or a joint venture with Woodbury County. All collectors assigned to Woodbury County pursuant to this agreement shall be considered employees of Tri- State Nursing Occupational Health and Therapy Services only. Tri- State Nursing Occupational Health and Therapy Services shall assume sole and exclusive responsibility for the payment of wages to collectors for services performed by them at Woodbury County. Tri- State Nursing Occupational Health and Therapy Services shall, with respect to said collectors, be responsible for

3409 Singing Hills Blvd
Sioux City, IA 51106
712-202-0702



payment of all federal and state withholding taxes applicable to insurance obligations, and other applicable taxes and contributions. Tri- State Nursing Occupational Health and Therapy Services shall provide general and professional liability limit of not less than \$1 (one) million dollars per occurrence. Woodbury County retains professional and administrative responsibility for services rendered. All employees of Tri- State Nursing Occupational Health and Therapy Services will be covered by Worker's Compensation.

B. Tri- State Nursing Occupational Health and Therapy Services warrants that it is in compliance with all State and Federal laws applicable to the employment of collectors who are assigned by it to Woodbury County.

5. Documentation

- A. Upon written request, Tri- State Nursing Occupational Health and Therapy Services provides Woodbury County with documentation in a form satisfactory to Woodbury County, which establishes evidence of the following:
1. Worker's Compensation
 2. General and professional liability insurance
 3. Tri- State Nursing Occupational Health and Therapy Services State and Federal employee identification number
 4. Certificate of Compliance for state and federal contribution requirements
 5. Statement that Tri- State Nursing Occupational Health and Therapy Services conforms to the Fair Labor Standards Act
 6. Employee compliance as applicable

6. Qualifications of DAS Collection Personnel

- A. Each collector assigned to Woodbury County by Tri- State Nursing Occupational Health and Therapy Services shall be qualified for the position of DAS collections.
- B. Completed training at Tri- State Nursing Occupational Health and Therapy Services for the purpose of DAS collections.

7. Definition of Responsibility

- A. Woodbury County shall be responsible for orientation to the process for identification to reach the responsible nurse or supervisor when collector is called in for DAS, patient identification system, location and activation of fire alarms and other patient safety systems such as infection control programs and manner of reporting unusual incidents or injuries.
- B. All scheduling is to be done through Tri- State Nursing Occupational Health and Therapy Services. When the need for an on-call DAS collection arises, Woodbury County designee will contact Tri- State Nursing Occupational Health and Therapy Services by calling 712-202-0702 or 1-800-727-1912. The Tri- State Nursing Occupational Health and Therapy Services representative will send the collector to Woodbury County. The



collector will arrive at Woodbury County within 2 hours of initial call being received by Tri- State Nursing Occupational Health and Therapy Services.

8. Accessibility

Tri- State Nursing Occupational Health and Therapy Services office is open from 8:00am to 5:00pm, Monday through Friday. After regular office hours, telephones are forwarded to an answering service and messages are forwarded to a Tri- State Nursing Occupational Health and Therapy Services. After hours calls will be returned with reasonable promptness.

9. Billing Procedures

A. Tri- State Nursing Occupational Health and Therapy Services employees will record hours worked at Woodbury County on individual time slips. Employees will ask the supervisor or charge person to sign their time slip to confirm hours worked as indicated. The time slip and the collectors copy for the DAS collection shall be the sole basis for the billing of charges.

Tri- State Nursing Occupational Health and Therapy Services invoices will indicate the employee's name, date, job class, hours worked, and billing rate.

Tri- State Nursing Occupational Health and Therapy Services invoices are mailed monthly and are payable within 30 days. Payment in a timely manner is expected on all invoices requiring approval. Services will be suspended when an invoice has reached 30 days or more past due.

B. Fee Schedule: Rates indicated shall be effective for a minimum of 1 (one) year. Each new rate schedule adopted by the parties shall be in effect for a minimum of 1 (one) year. Tri- State Nursing Occupational Health and Therapy Services will give Woodbury County a 30-day notice prior to increase in rates.

10. Indemnification

A. Tri- State Nursing Occupational Health and Therapy Services agrees to indemnify and hold harmless Woodbury County its agents, officers, directors, employees, detainees and other independent contractors from any and all claims, demands, losses, fees, causes of action, costs damages, and other expenses of any kind whatsoever, including attorney fees that any person or entity should claim against Woodbury County resulting from or arising in connection with any action or failure to act of any Tri- State Nursing Occupational Health and Therapy Services employee or breach by Tri- State Nursing Occupational Health and Therapy Services of any provision of this agreement, violation of any statute, rule or regulation, done in an intentional, reckless or negligent manner.



- B. Woodbury County agrees to indemnify and hold harmless, to the extent permitted by law, Tri- State Nursing Occupational Health and Therapy Services, its agents, officers, directors, employees, and other independent contractors from all claims, demands, losses, fees, causes of action, costs damages, and expenses of any kind whatsoever, including attorney fees, that any person or entity should claim against Tri- State Nursing Occupational Health and Therapy Services resulting from or arising in connection with any action or failure of any Woodbury County employee or breach by Woodbury County of any provision on this agreement, violation of any statute, rule or regulation, done in an intentional, reckless or negligent manner.
- C. Tri- State Nursing Occupational Health and Therapy Services shall also indemnify Woodbury County against all liability and loss in connection with its failure to comply with its obligation to pay all federal, state and local taxes or contributions imposed or required under unemployment insurance, social security and income tax law, and worker's compensation with respect to Tri- State Nursing Occupational Health and Therapy Services employees engaged in performance of the Agreement.

11. Modification of Agreement

Any modification of this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

12. Effect of Partial Invalidity

The invalidity of any portion of this agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.

13. Addendum's

Addenda or attachments may be mailed to Woodbury County at any time during this agreement, such as permanent placement if the need should arise. Any such addendum's becomes part of the Agreement.

14. No Waiver

The failure of either party of this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any of the terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance of waiver had occurred.



Tri- State Nursing Occupational Health and Therapy Services 2025 Pricing

Occupational Health

- ★ **On site/Off site Non-DOT drug screening – 5 panel** **\$39.75/ test**
(Random, pre-employment, probable cause using our kits, equipment and MRO)
- ★ **On site/Off site Non-DOT drug screening – 10 panel** **\$45.00/ test**
(Random, pre-employment, probable cause using our kits, equipment and MRO)
- ★ **On site/Off site DOT drug screening** **\$60.00/ test**
(Random, pre-employment, probable cause using our kits, equipment and MRO)
- ★ **Non-Negatives on site/off site Non-Dot Drug Screening** **\$75.00/test**

- ★ **Collection only** **\$30.00/test from 8am – 5pm (Mon – Fri)**
- ★ **5-Panel instant results** **\$39.75/per test**
- ★ **10-Panel Instant results** **\$45.00/per test**
- ★ **Non-Negative result** **\$75.00/per test**
- ★ **On-site Fee for Collectors** **\$30.00/per hour per collector**
- ★ **After Hours Collection Fee** **\$30.00/per hour**
- ★ **Random Pool Set up Fee** **\$2.00/per person**
- ★ **Quarterly Random Pool Set up** **\$30.00/per quarter**
- ★ **BAT (Breathe Alcohol Testing)** **\$30.00/per test**
- ★ **Confirmatory BAT** **\$30.00/per test**
- ★ **Mileage to Travel to Clients facility** **\$0.70/per mile**



ACKNOWLEDGEMENT

The undersigned hereby agree to accept the terms of the contract between Woodbury County and Tri- State Nursing Occupational Health and Therapy Services.

Woodbury County

Signature

Title

Date

Tri-State Nursing Occupational Health and
Therapy Services



Signature



Title

8-27-25
Date

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

Date: 8/29/2025 Weekly Agenda Date: 09/02/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel Bittinger II, Chairman

WORDING FOR AGENDA ITEM:

Approval to purchase up to two tables for the Siouxland Chamber of Commerce Annual meeting

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

Discussion and possible action on whether or not the county will reserve one or two Chamber Member tables for the September 25th annual event. Each table seats 10 people.

BACKGROUND:

Minutes of our August 8, 2023 meeting:
"Motion by Ung second by Nelson to purchase tables for the Siouxland Chamber of Commerce Annual meeting using gaming funds. Carried 5-0"

FINANCIAL IMPACT:

\$1,200-\$2,400 from Gaming 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:

Discussion and approval to purchase up to two tables for the Siouxland Chamber of Commerce Annual meeting.

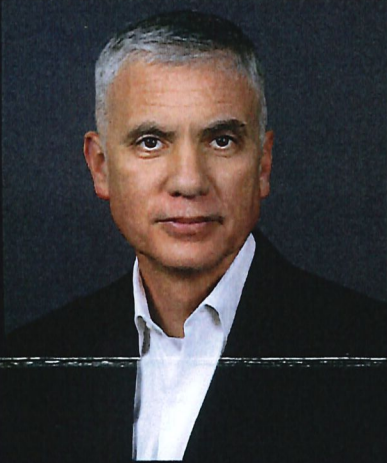
ACTION REQUIRED / PROPOSED MOTION:

Motion to approve up to two tables for the Siouxland Chamber of Commerce Annual meeting.

Siouxland Chamber of Commerce Annual Dinner

Thursday, September 25, 2025

5:15 p.m. *Social* | 6:00 p.m. *Color Guard Presentation/National Anthem*
6:15 p.m. *Dinner & Chamber Program* | 8:00 p.m. *Keynote Address*



General Nakasone served as the Commander of U.S. Cyber Command and Director of the National Security Agency (NSA) from 2018 until his retirement in 2024—roles that placed him at the very heart of our country's national security and digital defense efforts.

With nearly 40 years of military service, including combat tours and leadership in some of the nation's most critical intelligence missions, General Nakasone is recognized as one of the top experts in cybersecurity and information warfare. He led the development of strategies that continue to shape how the U.S. responds to cyber threats from around the world.

Known for his innovative thinking and collaborative approach, he helped grow U.S. Cyber Command into a world-class force, and brought a new level of transparency and trust to the NSA. His leadership has had a lasting impact on how we protect not only our national interests but also the digital systems we all rely on to keep America safe.

At the Annual Dinner, General Nakasone will reflect on lessons from his remarkable career—offering timely insights on leadership and technology, as well as the threats and challenges emerging in a rapidly changing world.

You won't want to miss this opportunity to hear from one of the most respected voices in national defense and cybersecurity.

Individual Seat - \$120 | Table of Ten (10) - \$1,200

Limited sponsorships are available for premium seating on a first come, first served basis.
Sponsorship tables include seating for eight (8).

Reservations can be made online at siouxlandchamber.com
or by phone at 712.255.7903

The courtesy of your reply is appreciated by September 5, 2025

 **Siouxland**
Chamber
of Commerce

39TH ANNUAL DINNER

featuring keynote speaker

GENERAL PAUL M. NAKASONE (Ret.)

Former Commander, U.S. Cyber Command

Former Director, National Security Agency

Four-Star Army General (Ret.)

Thursday, September 25, 2025 | Sioux City Convention Center | 801 4th Street, Sioux City

SIUXLAND CHAMBER OF COMMERCE
101 Pierce Street ~ Sioux City, Iowa 51101-1485
712.255.7903
siouxlandchamber.com