



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (SEPTEMBER 23, 2025) (WEEK 39 OF 2025)

Live streaming at:

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

Agenda and Minutes available at:

www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 23, 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 4 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 September 16, 2025, meeting
3. Approval of claims
4. Human Resources – Melissa Thomas
Approval of Memorandum of Personnel Transactions

End of Consent Agenda

5. Board of Supervisors – Daniel Bittinger & Copperstone Development - Dr. Pamela Ingram
Approval of Copperstone Development Opioid Settlement Fund Use request Action
6. Planning/Zoning – Dawn Norton & Board of Supervisors – Daniel Bittinger
Approval to allocate \$1,000 (Gaming Revenue) and 2 days (16 hours total)
of paid time off for the United Way of Siouxland employee contribution campaign Action
7. Human Resources – Melissa Thomas
Approval to obtain Gallagher Benefit Services as our health care consultant Action
8. Board Administration – Ryan Ericson
Approve the reallocation \$25,737.99 from FY23 Edge Firewalls, \$15,462.59 from
FY24 Edge Firewalls, \$9,064.54 from FY25 Edge Firewalls, and \$50,000 from
FY25 LEC Network and \$32,000 from FY26 DPC Foundation to be made available
for new projects Action
9. County Auditor – Michelle Skaff
 - a. Presentation of the PRIA Carl R. Ernst Founders Award to Diane Swoboda Peterson for her excellence in the Recorder industry Information
 - b. Approve funds up to \$75,000 for the Auditor Recorder Office repairs, furniture,
and fixtures to be paid from reallocated FY 23-26 CIPs Action
 - c. Approve funds up to \$125,000 for the Auditor Elections/Finance Office repairs,
furniture, and fixtures to be paid from reallocated FY 23-26 CIPs Action
10. Secondary Roads – Laura Sievers
Approval of resolution to allow Secondary Roads the use of Woodbury County's
Unique Entity Identifier number Action
11. County Treasurer – Tina Bertrand
Approval of Anthon Courthouse CIP fund request Action
12. Board Administration – Ryan Ericson
Approval of participation form for the National Opioids Settlement – Purdue
Direct Settlement Action
13. Reports on Committee Meetings Information
14. Citizen Concerns Information
15. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- 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.
- 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.
- THU., OCT 2 12:00 p.m.** SIMPCO Regional Policy & Legislative Committee Meeting 6401 Gordon Drive
- MON., OCT 6 5:00 p.m.** Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., OCT 8 7:30 a.m.** SIMPCO Executive Finance Committee Meeting, 6401 Gordon Drive
- 8:05 a.m.** Woodbury County Information Communication Commission, Dennis Butler Room
- 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., OCT 9 12:00 p.m.** SIMPCO Board of Directors, 6401 Gordon Drive.
- 4:00 p.m.** Conservation Board Meeting, Brown's Lake – Bigelow Park
- WED., OCT 15 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., OCT 16 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., OCT 17 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting, 607 – 4th Street
- WED., OCT 22 1:00 p.m.** Region IV Hazardous Materials Response Commission, 6401 Gordon
- MON., OCT 27 5:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom

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.

SEPTEMBER 16, 2025, THIRTY-EIGHTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, September 16, 2025, at 4:30 p.m. Board members present were Carper, Ung, Dietrich, Nelson, and Bittinger II. Staff members present were Karen James, Joshua Widman, Assistant County Attorney, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, and Michelle Skaff, Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. Motion by Bittinger second by Nelson to approve the agenda for September 16, 2025. Carried 5-0. Copy filed.
Motion by Bittinger second by Nelson to approve the following items by consent:
2. To approve minutes of the September 9, 2025 meeting. Copy filed.
3. To approve the claims totaling \$335,829.07. Copy filed.
4. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Amy Benjamin, 1300 S. Alice, parcel #894735356001.

WOODBURY COUNTY, IOWA
RESOLUTION #13,950
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES

WHEREAS, Amy Benjamin, as titleholder of a property located 1300 S Alice, Sioux City, Iowa, Woodbury County, Iowa, and legally described as follows:

Parcel #894735356001

BRIGHTON LOT 16 BLOCK 6

WHEREAS, Amy Benjamin of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

WHEREAS, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby grants the request for a suspension of taxes and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

SO RESOLVED this 16th day of September 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 5a. To approve the separation of Eric Fay, Deputy, County Sheriff Dept., effective 08-13-2025. Resignation; the reclassification of Lillian Moravek, Assistant County Attorney, County Attorney Dept., effective 09-15-2025, \$85,566.00/year, 57%=\$31,340.40/yr. Job Vacancy Posted on 10/15/24. Entry Level Salary: \$85,566.00/yr. Internal Applicant; the appointment of Jae Fehrle, Assistant County Attorney, County Attorney Dept., effective 09-17-2025, \$85,566.00/year. Job Vacancy Posted on 10/15/24. Entry Level Salary: \$85,566.00/yr.; the separation of Darren Bryant, Civilian Jailer, County Sheriff Dept., effective 09-23-2025. Resignation; and the separation of Donald Armstrong, % Deputy Captain, County Sheriff Dept., effective 01-02-2026. Retired. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, Sheriff's Office. CWA Civilian: \$26.04/hour. Copy filed.

6. To approve the property tax refund request for Kathleen/Eric Perna, parcel #894717476041, 2835 Valley Drive, in the amount of \$2,719.00. Copy filed.
- 7a. To set the dates and times for 3 public hearings on a proposed Zoning Ordinance Map Amendment (rezone) of 6.75 acres located on parcel #884604100004, Section 4, T88N R46W (Floyd Township) from Agricultural Preservation (AP) to the Agricultural Estates (AE) Zoning District for October 7, 2025 @ 4:40 p.m., October 14, 2025 @ 4:40 p.m., and October 21, 2025 @ 4:40 p.m. Copy filed.
- 7b. To set the dates and times for 3 public hearings for Zoning Ordinance Text Amendments to the Woodbury County Zoning Ordinance to set Accessory Dwelling Unit (ADU) size limits and exempt ADU provisions from Iowa Code 331.301(27)(a)(1) and other applicable sections so ADU rules match primary dwellings in a county without building codes, add utility-scale solar to public-notification rules and fix the telecommunication-tower reference, remove mandatory tower colocation to conform with Iowa law, correct the road-use/repair agreement reference for utility-solar, and make other related housekeeping edits for October 7, 2025 @ 4:42 p.m., October 14, 2025 @ 4:42 p.m., and October 21, 2025 @ 4:42 p.m. Copy filed.
- 7c. To set the dates and times for 3 public hearings for Zoning Ordinance Text Amendments to the Woodbury County Zoning Ordinance, specifically 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 /or Agricultural Estates (AE) Zoning District for October 7, 2025 @ 4:45 p.m., October 14, 2025 @ 4:45 p.m., and October 21, 2025 @ 4:45 p.m. Copy filed.

Carried 5-0.

8. Motion by Bittinger second by Ung to approve discontinuing benefit coverage for retirees and family 65 and older. Carried 5-0. Copy filed.
9. Motion by Ung second by Nelson to approve a 5-year contract with AXON. Carried 5-0. Copy filed.
Motion by Bittinger second by Dietrich to receive AXON contract. Carried 5-0. Copy filed.
- 11a1. Motion by Bittinger second by Nelson to approve the Subrecipient Agreement with the Crittenton Center. Carried 5-0. Copy filed.
- 11a2. Motion by Bittinger second by Dietrich to approve the Grant Administration Agreement with SIMPCO. Carried 5-0. Copy filed.
- 11a3. Motion by Bittinger second by Nelson to approve the Environmental Review Requirements. Carried 5-0. Copy filed.
- 11a4. Motion by Bittinger second by Nelson to approve the signature authorization for alternate signators. Carried 5-0. Copy filed.
- 11b1. Motion by Nelson second by Bittinger to reallocate \$32,970.27 from the Sheriff Record Management System to the Bearcat. Carried 5-0. Copy filed.
- 11b2. Motion by Bittinger second by Nelson to reallocate the net total of completed and cancelled projects of \$34,382.86 to be available for a new CIP. Carried 5-0. Copy filed.
- 10a. Motion by Bittinger second by Ung to approve and authorize the Chairperson to sign a Resolution 2026 County Five Year Program. Carried 4-0, Nelson abstained.

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Five Year Program and previous revisions, requiring changes to the sequence, funding, and timing of the proposed work plan.

The Board of Supervisors of Woodbury County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2026), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following projects shall be ADDED to the Program's Accomplishment year:

Project Number Name Project ID	Project Location Description of Work	AADT Length Bridge ID	Type of Work Fund	Total
L-B(K23)--73 -97 Bridge K23 Replacement 18347	On 180TH ST, Over ROCK CREEK, from Lucas Ave. E 1.6 miles in Section 8 T88N R43W	25 miles 353260	320 Bridges Local	\$1,168,000

Fund	Accomplishment Year		
	Previous Amount	New Amount	Net Change
Local	\$4,250,000	\$5,418,000	\$1,168,000
Farm-to-Market	\$6,694,000	\$6,694,000	\$0
Special	\$0	\$0	\$0
SWAP	\$360,000	\$360,000	\$0
Federal Aid	\$9,870,000	\$9,870,000	\$0
Totals	\$21,174,000	\$22,342,000	\$1,168,000

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 10b. Motion by Bittinger second by Nelson to receive bids. Carried 5-0. Copy filed.

Motion by Bittinger second to Dietrich award the propane bid to New Century FS \$1.199 per gallon. Carried 5-0. Copy filed.

- 10c. Motion by Bittinger second by Dietrich to approve the plans for project #L-B(K23)—73-97. Carried 4-0, Nelson abstained. Copy filed.

12. Open letter regarding a path forward for LEC mediation. Copy filed.

13. Reports on committee meetings.

14. Auditor Skaff presented information regarding the October 7, 2025 City Primary Election.

Dick Williams, north side of town, addressed the board regarding county land upkeep concerns.

Motion by Nelson, second by Bittinger to receive photos from Mr. Williams. Carried 5-0. Copy filed.

15. Board concerns were heard.

The Board adjourned the regular meeting until September 23, 2025.

Meeting sign in sheet. Copy filed.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 23, 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
Messerschmidt Haley	Attorney's Office	09-15-2025	Assistant County Attorney	\$122,057.00/year	3%=\$4,009.00/ yr	R	Per AFSCME Attorney – Move from Step 8 to Step 9. Anniversary Date 9/15/25
Azpeitia, Ulysses	Sheriff's Office	09-18-2025	Civilian Jailer	\$26.04/hour		O	Changing Hire Date

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: _____

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

Date: 09-18-2025 Weekly Agenda Date: 09-23-2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel Bittinger - Supervisor/Dr Pamela Ingram

WORDING FOR AGENDA ITEM:

Copperstone Development Opioid Settlement Fund Use Request

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

The settlement funds will be allocated among the State and participating Iowa subdivisions in accordance with the Iowa Opioid Memo of Understanding and must be used for opioid abatement activities

BACKGROUND:

Copperstone Development is a recovery centered program that utilizes evidenced based practices being person-centered, and strength based. This social model ensures quality, integrity, safety and integrates co-occurring with trauma informed approaches to establish clear operation giving the program effectiveness and exceptional outcomes.

FINANCIAL IMPACT:

Copperstone Development is requesting two years of funding in the amount of \$442,452 over a two-year period to fund 2.5 positions per year, recovery housing, training, certifications, technology needs, etc.
See materials for a detailed breakdown of funding needs

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 funding Copperstone request in the amount of _____.

ACTION REQUIRED / PROPOSED MOTION:

Approve funding Copperstone request in the amount of _____.



Name and Title of Organization's director/leader: Dr. Pamela Ingram	Director/Leader email: pamelasiouxcity@aol.com
Mailing address: 1309 Pierce Street Sioux City, IA 51105	Physical Address: 1309 Pierce Street Sioux City, IA 51105
Main phone number: 712-560-7336	County: Woodbury
Organization website: www.Copperstones.Org	Number of years in business: 3 years Non-profit EIN:93-2796780
Key personnel for this project: Dr. Pamela Ingram	Key personnel contact phone number: 712-899-0763
What services does this organization provide, and how will these additional services fit into OPIOID REMEDIATION USES? Sober Living (Recovery Residence), Recovery Coaching and Peer Support, Mental Health Therapy, Child Custody Study, and Parent Coordination. Copperstone Development is a recovery centered program that utilizes evidenced based practices being person-centered, and strength based. This social model ensures quality, integrity, safety and integrates co-occurring with trauma informed approaches to establish clear operation giving the program effectiveness and exceptional outcomes.	

Budget

Two Year Budget Proposal

Line Items	Year 1	Year 2
Peer Recovery Specialist (1 FTE) \$19 per hour at = \$39,360, @ 2 years = \$ 78,720		
Case Manager (1.5 FTE) \$19 per hour at = \$59,120 (39,360, \$19,760) @ 2 years = \$118,240		
Total Personnel	\$98,480	\$98,480
Fringe Benefits (\$2,624, \$7,200)		
Total Fringe Benefits	\$9,824	\$9,824
Office Space for 2.5 FTE (\$400 @ 12 months)		
Total Office Space	\$4,800	\$4,800
Office Supplies \$1000 per year		
Technology \$1000 per year @ 3.0 =\$ 3000		
Total Supplies & Technology	\$3,000	\$3,000
Transportation and Parking -Parking and Mileage for staff transporting participants to recovery support \$5,800		
Total Transportation	\$5,800	\$5,800
Training, Continuing Education, Certification for Peer Recovery Sustainability \$2,000 a year		
Total Training & Sustainability	\$2,000	\$2,000
Basic and Emergent Needs for Participants (food, emergency needs, recovery residence, recovery support tools) \$ 64,400		
Resources to Support Navigation and Access (filing fees, transportation, emergency co-pays) \$18,400		
Total Program Supplies/ Basic Needs	\$84,800	\$84,800
Total Expenses	\$208704	\$208704
Administration – Fiscal Agent Services provided by (de minimus rate which equals 6% of total expenses \$208704)		
Total Indirect	\$ 12,522	\$12,522
Total	\$221,226	\$221,226

Woodbury County Board of Supervisors
Request for Funding- Opioid Remediation Settlement Funding
Sober Living, to Care and Peer Recovery Coaching, Access to Care
Proposed by Copperstone Development

Proposal Narrative

Copperstone Development seeks \$220,240 per year (\$440,480 over two years) for the outlined needs.

This proposal addresses four key service needs and priorities in the Siouxland region.

1. Opioid Remediation (Collaboration, Resource and Referral, Support, & Coordination of Service Delivery)
2. Sober Living (Recovery Residence) for Homeless Opioid Users, Parolees, and those coming from SUD treatment and utilization of housing in safe neighborhoods.
3. A comprehensive strategy includes prevention, accessible treatment, harm reduction, and peer/community-based support.
4. Basic needs services (food, shelter, hygiene) address physical and mental health as well as addressing employment barriers.

Core Priorities

B. Medication Assisted Treatment (MAT) Distribution and other Opioid Related Treatment

Partner with other agencies who provide MAT services.

E. Expansion of Warm Hand Off Programs and Recovery Services

Copperstone Development not only refers individuals to resources but also provides case management to ensure follow-through, especially for those experiencing homelessness, incarceration, or opioid-affected individuals. The warm handoff includes transportation to appointments, assistance with paperwork, attending appointments if requested, and ensuring an ongoing service connection. Copperstone staff are knowledgeable of community resources, continuously partner with and train other providers, and focused on cost efficiency to maximize spending dollars. Clients access inpatient and outpatient treatment referrals, therapy, recovery housing, and support services. (Opioid Remediation Core Strategies Part B1, B4, B5, E3, E4)

F. Approved Uses

All focus areas align with the priorities identified in the Opioid Remediation Funding Guidance, Part I, specifically Items A, B, C, and D, related to treatment.

A. TREAT OPIOID USE DISORDER

Opioid Use Disorder, Substance Use Disorder, Co-Occurring Disorder. (Opioid Remediation Priority Part 1 Treatment Items C & D)

Copperstone expertly supports networking and access to inpatient and outpatient treatment, community-based substance use disorder and mental health providers, medication management, and utilizing Alcoholics Anonymous, Narcotics Anonymous and Celebrate Recovery.

Limited options to access help or resources 24 hours a day/ 7days a week.

Copperstone will access resources at any time of day or night. Copperstone will assist in making appointments, coordinating transportation, and providing assistance with filling out and explaining paperwork, accessing insurance, and attending appointments if needed. Copperstone will then assist with obtaining items such as prescribed medication, coordinating transportation to and from treatment, and arranging a transition back into the community for individuals seeking to access care and follow through with SUD and co-occurring services,

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY (Opioid Remediation Priority Part 1 Treatment Items C & D)

Copperstone employs licensed social workers, counselors and operates sober living for men and women using peer recovery and case management tailored to populations in need, including those with opioid addiction and co-occurring disorders.

Copperstone needs financial support to employ (2.5 FTE) peer support specialists, recovery coaches and case managers who provide outreach and engagement in the community, jails, shelters, sober living homes, and with community providers also fighting against opioid use.

The primary populations served are those with opioid use, mental and/or physical health, or co-occurring challenges. Peer recovery specialists provide advocacy, resource navigation, and support for basic needs to improve wellness and promote

telehealth use. Sober living reduces police contacts and hospitalizations, and improves access to housing, mental health, physical health including dental health services and improving daily living skills.

C. CONNECT PEOPLE WHO NEED HELP THEY NEED (CONNECTIONS TO CARE)

Copperstone will continue partnering with community resources such as schools, adult probation, Department of Human Services, landlords, Sioux City police department, Woodbury County Sheriff's office, Hope Street of Siouxland, Gospel Mission, Warming Shelter, Center for Siouxland, Heartland Counseling, Rosecrance Jackson, Siouxland Adult Medicine, Family Health Care, Keystone Treatment Center, Safeplace, Family Access Center, Siouxland Mental Health, Siouxland Community Health Center, Dr. Baker's office, Diana Castro, Urban Native Center, Oxford House, Chad's House, Woman and Children's Center, and Bridges West.

Many individuals do not receive access to substance use disorder and/or mental health care due to one or more of the following reasons:

- Inadequate resources, lack of assistance to get the needed resources, such as taking a person to a foodbank, getting a birth certificate or social security card, understanding medication with SUD treatment, and the lack of knowledge about how to access care and community resources.
- Challenges staying up on the changing types of use, navigating the current substance use disorder and/or mental health system of care due to barriers related to insurance. Woodbury County is fortunate to have a sufficient number of addiction and mental health professionals. There is a shortage of housing, adequate evidence-based sober living (recovery residences), and funding to assist in navigating these resources. The overall stigma about addressing substance use or mental health issues, particularly with sex offenders who live in Woodbury County, is often challenging.
- Crisis- when individuals are faced with a crisis in substance use or mental health, the support occurs when nonjudgmental relationships are formed and are proactive in having a plan.

According to SAMHSA, research has demonstrated that recovery housing is associated with a variety of positive outcomes for residents including decreased substance use, reduced likelihood of return to use, lower rates of incarceration, higher income, increased employment, and improved family relationships (Jason et al., 2006; Jason & Ferrari, 2010; Polcin et al., 2010).

In 2020, there were an estimated 17,943 recovery homes across the nation (Jason et al., 2020). Tracing its origins to the mid-1800s, recovery housing has evolved into various models to meet the diverse and evolving needs of persons with substance use issues.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE INVOLVED PERSONS

Copperstone Development partners with Department of Corrections (DOC) and receives referrals from the court system, local jails, and Iowa Prisons. Coordinate and assist in creating a discharge plan for sober living, SUD services, and mental health treatment services, as well as work with individuals on their continued journey of recovery. After referral and acceptance into the program, relationships are established and will continue to exist with Copperstone even after the individual is integrated into the community. This allows the individual to continue to have support with their success. In the event of a relapse, individuals have the opportunity to re-apply for sober living.

There is often a waiting list to get into sober living; therefore, the places within this community work closely together, including but not limited to Hope Street of Siouxland, Oxford House, Bridges West, Gospel Mission and Warming Shelter which often takes the same types of individuals coming from the streets and prison but with more serious mental health needs surrounding the substance abuse. Chad's House serves some of the same individuals but is paid through insurance; therefore, it is often referred to as Copperstone to further assist those who have been incarcerated. Copperstone has also worked with sex offenders who are coming out of prison and have suffered from addiction issues. This population is in our community and allowing them into sober living after being interviewed has also kept the community safer and given opportunities to this population that many do not want to deal with.

Diverting individuals with substance use disorders away from the criminal justice system and into treatment of sober living can reduce police resources, reduce incarceration, and improve community outcomes. By providing access to stable housing and employment opportunities, it can address the underlying factors that contribute to addiction and long-term poverty can address many issues that individuals coming out of prisons need assistance with. Bringing individuals back into our community and providing them with connections to care is a win for both the individual and the broader Woodbury County community. These services are a critical need for Woodbury County based on the current substance use trends, unhoused population, and the co-occurring individuals coming from prison and living within the community.

About Copperstone

Copperstone is a nonprofit founded in 2021 to help unhoused people with addiction or mental illness, and those leaving jail or prison who need continued treatment. It creates a continuum of care for people experiencing homelessness, addiction, or mental illness in Siouxland. Past sober homes were located at 105 15th Street and 923 20th Street. Copperstone needed to expand operations and now offers sober housing for men at 1720 Summit Street with case management. Copperstone has established relationships with several landlords and offers sober living support for 10 additional men at 900 Jackson Street, 1023 Pierce Street Apt. 1, and 306 Fairmont Street, Sioux City, IA.

A women's sober home, Eunoia, located at 406 12th Street, began operations in June 2024 and has 10 beds available. Referrals come for Iowa Prisons and the Department of Corrections, DHHS, community resources and prisons in Iowa.

Copperstone is a Chapter 24-accredited provider of mental health and peer support services. In 2024, both sober living homes were accredited by the National Alliance for Recovery Residences, a national accreditation organization.

Through Copperstone, its volunteers, and local partnerships, opportunities are created for individuals with addiction issues—particularly those with opioid dependency and their families, including those with children—to develop meaningful connections with peers and their community, reinforcing a supportive recovery environment. Community engagement initiatives play a crucial role in enhancing and navigating the challenges of sober living and those suffering from addiction

<https://recoinstitute.com/2024-trends-in-sober-living-and-recovery-housing/>

REFERENCES

- Jason, L. A., & Ferrari, J. R. (2010). Oxford House recovery homes: Characteristics and effectiveness. *Psychological Services*, 7(2), 92—102. <https://doi.org/10.1037/a0017932>
- Jason, L. A., Olson, B. D., Ferrari, J. R., & Lo Sasso, A. T. (2006). Communal housing settings enhance substance abuse recovery. *American Journal of Public Health*, 96(10), 1727—1729. <https://doi.org/10.2105/AJPH.2005.070839>
- Jason, L. A., Wiedbusch, E., Bobak, T. J., & Taullahu, D. (2020). Estimating the number of substance use disorder recovery homes in the United States. *Alcoholism Treatment Quarterly*, 38(4), 506—514. <https://doi.org/10.1080/07347324.2020.1760756>
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- National Institute on Drug Abuse. (2018, August 9). Drug Overdose Death Rates. <https://www.drugabuse.gov/related-topics/trends-statistics/overdose-death-rates>
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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 09/16/2025 Weekly Agenda Date: 09/23/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dawn Norton/Daniel Bittinger

WORDING FOR AGENDA ITEM:

United Way of Siouxland Employee Contribution Campaign

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

To consider a request of allocating \$1,000 (Gaming Revenue) for a budget to develop and implement an Employee Contribution Campaign for the United Way of Siouxland, with a goal of raising \$18,007.

BACKGROUND:

County employees are raising funds each year for the United Way Community Impact Fund, which supports Education, Income and Health initiatives for Siouxland. Last year the Board approved \$1,000 and 2 PTO days for the campaign. Last year county employees raised \$16,370.50 in total. We hope to increase the number of employees who donate and increase donations by 10%.

FINANCIAL IMPACT:

\$1,000 (Gaming Revenue)

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:

Provide a budget of \$1,000 and 2 days (16 hours) of paid time off for the employee contribution campaign. Through Board consensus, committ the County to a goal of \$18,007, and strongly encourage department heads, elected officials, and staff to participate. Woodbury County is recognized in the campaign for their contribution when all totals have been calculated.

ACTION REQUIRED / PROPOSED MOTION:

Motion to allocate \$1,000 (Gaming Revenue) and 2 days (16 hours total) of paid time off for the employee contribution campaign.

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

Date: 09/18/2025 Weekly Agenda Date: 09/23/2025

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

WORDING FOR AGENDA ITEM:

Approval to obtain Gallagher Benefit Services as our Health Care Consultant

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

This agenda item is to enlist Gallagher Benefit Services as our health care consultant for a 12 month period.

BACKGROUND:

Woodbury County has utilized Gallagher in the past as our benefits advisor. If approved, their services could provide great savings for our health plan. They would perform claim audits, pharmacy audits and dependent audits to help maintain our health fund in the most efficient way possible.

FINANCIAL IMPACT:

The financial impact will be \$4000 monthly.

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 Gallagher Benefit Services as our health care consultant.

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

Date: 09-19-2025 Weekly Agenda Date: 09-23-2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ryan Ericson

WORDING FOR AGENDA ITEM:

Reallocation of CIP Funds

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

Funds that have been previously borrowed for CIPs and one FY26 CIP that will not happen are available for reallocation.

BACKGROUND:

There are previous year CIP funds that have been assigned to completed projects or projects that may not happen. Those funds should be reallocated to an appropriate project per the bond documents. Repairs and remodel to the Courthouse would be an appropriate reallocation. The FY26 CIP is related to the Dorothy Pecaut Center Foundation.

FINANCIAL IMPACT:

None - Reallocation

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:

Reallocate CIP funds to be made available for new projects

ACTION REQUIRED / PROPOSED MOTION:

Approve the reallocation \$25,737.99 from FY23 Edge Firewalls, \$15,462.59 from FY24 Edge Firewalls, \$9,064.54 from FY25 Edge Firewalls, and \$50,000 from FY25 LEC Network and \$32,000 from FY26 DPC Foundation to be made available for new projects.

Project Group	Project Number	Account Number	Category	Budget	Activity	Budget Remaining	Reallocate	Under/(Over) Budget if Complete
Sheriff	CE-05-1060-23-BEARCAT	1060-23-BEARCAT	FY23 CIP	205,398.53	238,368.80	(32,970.27)	32,970.27	0.00
Sheriff	CE-05-1060-22-RMS	1060-23-RMS	FY23 CIP	37,500.00	700.00	36,800.00	(36,800.00)	-
Sheriff	CE-05-1060-23-CAMERAS-TASERS	1060-23-CAM-TASERS	FY23 CIP	265,037.60	244,677.72	20,359.88	(20,359.88)	-
	UNALLOCATED	UNALLOCATED					34,382.86	34,382.86
WCICC	CE-52-9110-26 ENTERPRISE/EDGE FIREWALLS	9110-23-FIREWALLS	FY23 CIP	78,000.00	52,262.01	25,737.99	-	-
CONS	CE-22-6100-24-DPC FOUNDATION	6100-23-FOUNDATION	FY23 CIP	111,770.00	97,005.48	14,764.52	-	-
AUDITOR	CE-02-9010-23-ADV SCHEDULE	9010-23-ADV SCHEDULE	FY23 CIP	12,461.00	-	12,461.00	(12,461.00)	-
BLDG SVS	CE-16-9101-23-RECORDER CARPET	9101-23-REC CARPET	FY23 CIP	20,000.00	16,526.02	3,473.98	(3,473.98)	(0.00)
BLDG SVS	CE-16-9109-23-WINDOW	9109-23-WINDOW	FY23 CIP	30,000.00	29,258.00	742.00	(742.00)	-
BLDG SVS	CE-52-9101-22-DATA CENTER	9101-23-DATA CENTER REMODEL	FY23 CIP	106,009.23	105,893.71	115.52	(115.52)	(0.00)
ES	CE-41-1200-23-SLIDE	1200-23-SLIDE	FY23 CIP	2,198.05	2,147.30	50.75	(50.75)	-
Sheriff	CE-05-1060-23-SHERIFF VEHICLES	1060-23-VEHICLES	FY23 CIP	275,223.00	275,223.00	-	-	-
BLDG SVS	CE - 28th STREET DEVELOPMENT PROJECT	9112-23-CONTINGENT	FY23 CIP	205,132.49	205,132.49	-	-	-
WCICC	CE-52-9110-FY-WCICC ANNUAL	9110-23-WCICC ANNUAL	FY23 CIP	145,892.91	145,892.91	-	-	-
WCICC	CE-52-9110-24-CORE SWITCHES	9110-23-SWITCHES	FY23 CIP	95,814.00	95,814.00	-	-	-
WCICC	CE-52-9110-25-COUNTY PCs	9110-23-COUNTY PCs	FY23 CIP	68,542.80	68,542.80	-	-	-
WCICC	CE-52-9110-23-iSERIES	9110-23-iSERIES	FY23 CIP	50,000.00	50,000.00	-	-	-
BLDG SVS	CE-16-9101-23-210 REMODEL	9101-23-210 REMODEL	FY23 CIP	47,284.93	47,284.93	-	-	-
BLDG SVS	CE-23-9106-23-SKYLIGHT	9106-23-SKYLIGHT	FY23 CIP	37,117.50	37,117.50	-	-	-
ES	CE-41-1200-23-TRUCK 205	1200-23-TRUCK 205	FY23 CIP	25,528.68	25,528.68	-	-	-
ES	CE-41-1200-23-TUCKPOINT	1200-23-TUCKPOINT	FY23 CIP	15,860.16	15,860.16	-	-	-
WCICC	CE-52-9110-23-LEC NETWORK	9110-23-LEC NETWORK	FY23 CIP	14,186.00	14,186.00	-	-	-
ES	CE-41-1200-23-DOORS	1200-23-DOORS	FY23 CIP	9,007.95	9,007.95	-	-	-
BLDG SVS	CE-52-9101-22-B07	9101-23-B07	FY23 CIP	839.47	839.47	-	-	-
WCICC	CE-52-9110-23-APs	9110-23-APs	FY23 CIP	-	-	-	-	-
WCICC	CE-52-9110-23-STORAGE	9110-23-STORAGE	FY23 CIP	-	-	-	-	-
BLDG SVS	CE-16-9101-FY-GEN OBLIGATION LOAN NOTES	9101-23-LOAN NOTES	FY23 CIP	10,000.00	11,650.00	(1,650.00)	1,650.00	-
BLDG SVS	CE - 28th STREET DEVELOPMENT PROJECT	9112-23-EXCESS	FY23 CIP	31,195.70	36,195.70	(5,000.00)	5,000.00	0.00
				1,900,000.00	1,825,114.63	74,885.37	-	34,382.86

Project Group	Project Number	Account Name	Category	Budget	Activity	Budget Remaining	Under/(Over) Budget if Complete	Notes
	UNALLOCATED	UNALLOCATED	FY24 CIP	52,447.23	-	52,447.23	52,447.23	
BLDG SVS	CE-50-9111-24 HR REMODEL	9111-24 HR REMODEL	FY24 CIP	38,357.77	-	38,357.77	-	In Progress
WCICC	CE-52-9101-22-DATA CENTER	9101-24-DATA CENTER	FY24 CIP	29,641.09	19,005.83	10,635.26	-	In Progress
WCICC	CE-52-9110-26 ENTERPRISE/EDGE FIREWALLS	9110-24-FIREWALLS	FY24 CIP	15,462.59	-	15,462.59	-	Reallocate
SR	CE-20-7110-24-FRONTAGE RD	7110-24-FRONTAGE RD	FY24 CIP	400,000.00	400,000.00	-	-	Complete
BOARD	CE-01-9001-24-COURT MATCH	9001-24-COURT MATCH	FY24 CIP	83,000.00	83,000.00	-	-	Complete
BOARD	CE-01-9001-24-GEN OBL LOAN NOTES	9001-24-LOAN NOTES	FY24 CIP	11,950.00	11,950.00	-	-	Complete
District Health	CE-23-9106-24-SIDEWALK	9106-24-SIDEWALK	FY24 CIP	27,245.00	27,245.00	-	-	Complete
WCICC	CE-52-9110-24-BACKUP STORAGE	9110-24-BKUP STORAGE	FY24 CIP	20,358.91	20,358.91	-	-	Complete
WCICC	CE-52-9110-24-TECH RM MONITORING	9110-24-MONITORING	FY24 CIP	10,607.80	10,607.80	-	-	Complete
WCICC	CE-52-9110-24-RING UPGRADE	9110-24-RING UPGRADE	FY24 CIP	10,976.40	10,976.40	-	-	Complete
WCICC	CE-52-9110-24-CORE SWITCHES	9110-24-SWITCHES	FY24 CIP	99,953.21	99,953.21	-	-	Complete
				800,000.00	683,097.15	116,902.85	52,447.23	

Project Group	Project Number	Account Name	Category	Budget	Activity	Budget Remaining	Under/(Over) Budget if Complete	Notes
WCICC	CE-52-9110-26-WCICC ANNUAL	9110-25-LEC NETWORK	FY25 CIP	50,000.00	-	50,000.00	50,000.00	Reallocate
BLDG SVS	CE-16-9102-2X-DEMO	9102-25-DEMO	FY25 CIP	500,000.00	30,177.70	469,822.30	-	In Progress
WCICC	CE-52-9110-26 ENTERPRISE/EDGE FIREWALLS	9110-25-FIREWALLS	FY25 CIP	9,064.54	-	9,064.54	-	In Progress
CLERK	CE-16-9101-25-CLERK CEILING	9101-25-CLERK CEILING	FY25 CIP	78,833.16	82,274.58	(3,441.42)	-	In Progress
BOARD	CE-01-9001-25-GEN OBL LOAN NOTES	9001-25-LOAN NOTES	FY25 CIP	15,000.00	15,012.09	(12.09)	(12.09)	Complete
EMS	CE-41-1200-23-TUCKPOINT	1200-25-TUCKPOINT	FY25 CIP	127,933.84	127,933.84	-	-	Complete
WCICC	CE-52-9110-25-COUNTY PCs	9110-25-COUNTY PCs 25	FY25 CIP	149,775.75	149,775.75	-	-	Complete
WCICC	CE-52-9110-26-WCICC ANNUAL	9110-25-ISERIES/AS400 UPDATE	FY25 CIP	49,989.00	49,989.00	-	-	Complete
WCICC	CE-52-9110-26-WCICC ANNUAL	9110-25-OFFICE 365 BACKUP	FY25 CIP	26,880.00	26,880.00	-	-	Complete
WCICC	CE-52-9110-25-COUNTY PCs	9110-25-PCREFUND	FY25 CIP	(8,648.90)	(8,648.90)	-	-	Complete
WCICC	CE-52-9110-26-WCICC ANNUAL	9110-25-SCANNERS	FY25 CIP	32,190.58	32,190.58	-	-	Complete
WCICC	CE-52-9110-25-SWITCHES	9110-25-SWITCHES	FY25 CIP	122,405.03	122,405.03	-	-	Complete
WCICC	CE-52-9110-25-VULNRABILITY SOFTWARE	9110-25-VULN SOFT	FY25 CIP	26,577.00	26,577.00	-	-	Complete
AUDITOR	CE-16-9101-25-AUDITOR	9101-25-AUDITOR	FY25 CIP	20,000.00	23,748.02	(3,748.02)	(3,748.02)	Complete
				1,200,000.00	678,314.69	521,685.31	46,239.89	

Project Group	Project Number	Account Name	Category	Budget	Activity	Budget Remaining	Under/(Over) Budget if Complete	Notes
Bldg. Svs	CE-16-9102-2X-DEMO	9102-26-DEMO	FY26 CIP	600,000.00	-	600,000.00	-	In Progress
Conservation	CE-22-6100-24-DPC FOUNDATION	6100-26-FOUNDATION	FY26 CIP	32,000.00	-	32,000.00	-	Reallocate
Conservation	CE-22-6100-26 LITTLE SIOUX ROAD	6100-26-SIOUX ROAD	FY26 CIP	235,700.00	235,700.00	-	-	In Progress
EMS	CE-41-1200-26 EMS MAIN FRONT	1200-26-EMS MAIN FRONT	FY26 CIP	46,500.00	43,516.00	2,984.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-KEYS	FY26 CIP	40,000.00	-	40,000.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-PCs	FY26 CIP	40,000.00	-	40,000.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-FIBEROPTICS	FY26 CIP	25,000.00	-	25,000.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-TOOLS	FY26 CIP	25,000.00	-	25,000.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-GIS	FY26 CIP	25,000.00	-	25,000.00	-	In Progress
WCICC	CE-FY 2026 WCICC	9110-26-SWITCH CLEANUP	FY26 CIP	25,000.00	-	25,000.00	-	In Progress
Board	CE-01-9001-26-GEN OBL LOAN NOTES	9101-26-NOTE FEES	FY26 CIP	18,000.00	-	18,000.00	-	In Progress
				-	-	-	-	
				1,112,200.00	279,216.00	832,984.00	-	

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

Date: 09/18/2025

Weekly Agenda Date: 09/23/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Michelle Skaff

WORDING FOR AGENDA ITEM:

Presentation of Award

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☐

Public Hearing ☐

Other: Informational ☒

Attachments ☐

EXECUTIVE SUMMARY:

The Property Records Industry Association has awarded one of our own, Deputy Recorder Diane Swoboda Peterson with the highest award of their organization - the PRIA Carl R. Ernst Founders Award.

BACKGROUND:

PRIA was established in 2002 and includes a diverse group of people representing government, title, financial institutions, and technical providers. It focuses on improving performance for accuracy, access, and speed and adopts national standards and best practices for the property records industry.

Diane has been a member of PRIA for over 20 years. She has been a leader, and educator, and an advocate within the organization. She brings a strong local perspective to the group in a respectful and inclusive manner. She has been an active supporter and adopter of eRecording and has worked with the state to develop public access to Land Records. She has served five two-year terms on the PRIA Board of Directors and has served on the Council of Advisors.

This award was presented by PRIA, recognizing her years of service, her mentorship, and her commitment to the Recorder Community that has helped shape where we are today.

FINANCIAL IMPACT:

n/a

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:

Information and presentation of Award.

ACTION REQUIRED / PROPOSED MOTION:

Information was presented regarding The PRIA Carl R. Ernst Founders Award to Diane Swoboda Peterson for her excellence in the Recorder industry.

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

Date: 09/18/2025

Weekly Agenda Date: 09/23/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Michelle Skaff

WORDING FOR AGENDA ITEM:

Approval of Recorder CIP Project

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

Funding requested for the Recorder Office.

Reason: Provide better security, larger workspaces, and more efficient workflow. Additionally, to repair items in need.

Key project goals:

- * Open plan cubicles for 9 full time Staff
- * New secure entrance
- * Replace damaged front counter
- * Repair Window Seals and replace blinds
- * New public table and chairs
- * Repair and paint for floors and ceiling in vault area
- * Paint/antislip for stairs and railings
- * Repair/replace microfilm counter
- * Add ceiling fans to vault area

BACKGROUND:

On 2-5-2025, \$200,000 was requested to fund the Auditor/Recorder Repairs, furniture, and fixtures from FY26 CIPs. The request was discussed again on 6-10-2025 at which time it was requested to work with Director Schmitz to provide a more detailed estimate.

FINANCIAL IMPACT:

\$75,000

Note: Quotes for used cubicles will save \$6,144.00 on the Recorder estimates. That savings can be used to help fund replacing the microfilm countertop. Details of the quote and preliminary floor plan is attached (Vault area 2 position not shown). Quote shows comparison of new versus used. Highlighted items are pending estimates - it was suggested by Director Schmitz to request a total of \$200,000 between the 2 projects to cover the additional costs that may occur.

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 ☐

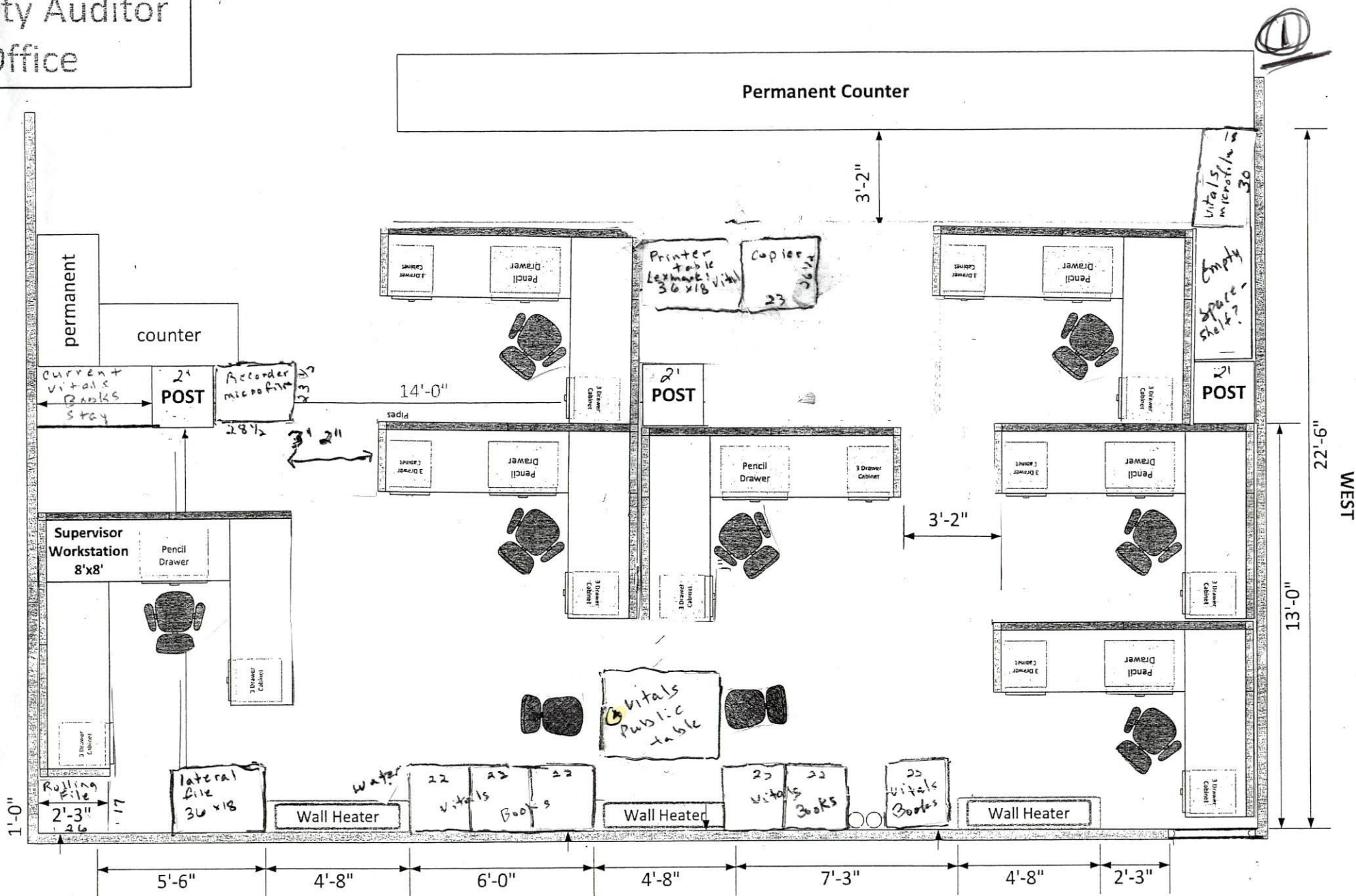
RECOMMENDATION:

Approve funding from CIP

ACTION REQUIRED / PROPOSED MOTION:

Motion by---- second by---- to approve funds up to \$75,000 for the Auditor Recorder Office repairs, furniture, and fixtures to be paid from reallocated FY23-26 CIPs.

Diagram
County Auditor
Order Office



NORTH

⚠ set Vitals Public table
w/ wheels that can be locked so
can move table in front of heater
when not in use

RECORDER OFFICE CIP REQUEST

[illegible]

[illegible]

[illegible]

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

Date: 09/18/2025

Weekly Agenda Date: 09/23/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Michelle Skaff

WORDING FOR AGENDA ITEM:

Approval of Auditor (Elections/Finance) CIP Project

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

Funding requested for the Auditor Elections/Finance Office.

Reason: Provide better security, larger workspaces, and more efficient workflow. Additionally, to repair items in need.

Key project goals:

- * Open plan cubicles for 6 Full time Staff, 4 temporary staff, 1 secure workstation for elections
- * New Secure Entrance with key fob access
- * Secure front counter that mimics the historical counter in the Recorder's Office
- * New Carpet
- * Repair Window Seals and replace blinds
- * New Secure Room for elections with key fob access
- * one worktable area and one mail machine table

BACKGROUND:

On 2-5-2025, \$200,000 was requested to fund the Auditor/Recorder Repairs, furniture, and fixtures from FY26 CIPs. The request was discussed again on 6-10-2025 at which time it was requested to work with Director Schmitz to provide a more detailed estimate.

FINANCIAL IMPACT:

125,000

Note: Quotes for used cubicles will save \$10,788.00 on the Auditor's estimates. That savings can be used to help fund the key fob entrance that is being requested. Details of the quote and floor plan is attached.
Quote shows comparison of new versus used. Highlighted items are pending estimates - it was suggested by Director Schmitz to request a total of \$200,000 between the 2 projects to cover the additional costs that may occur.

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?

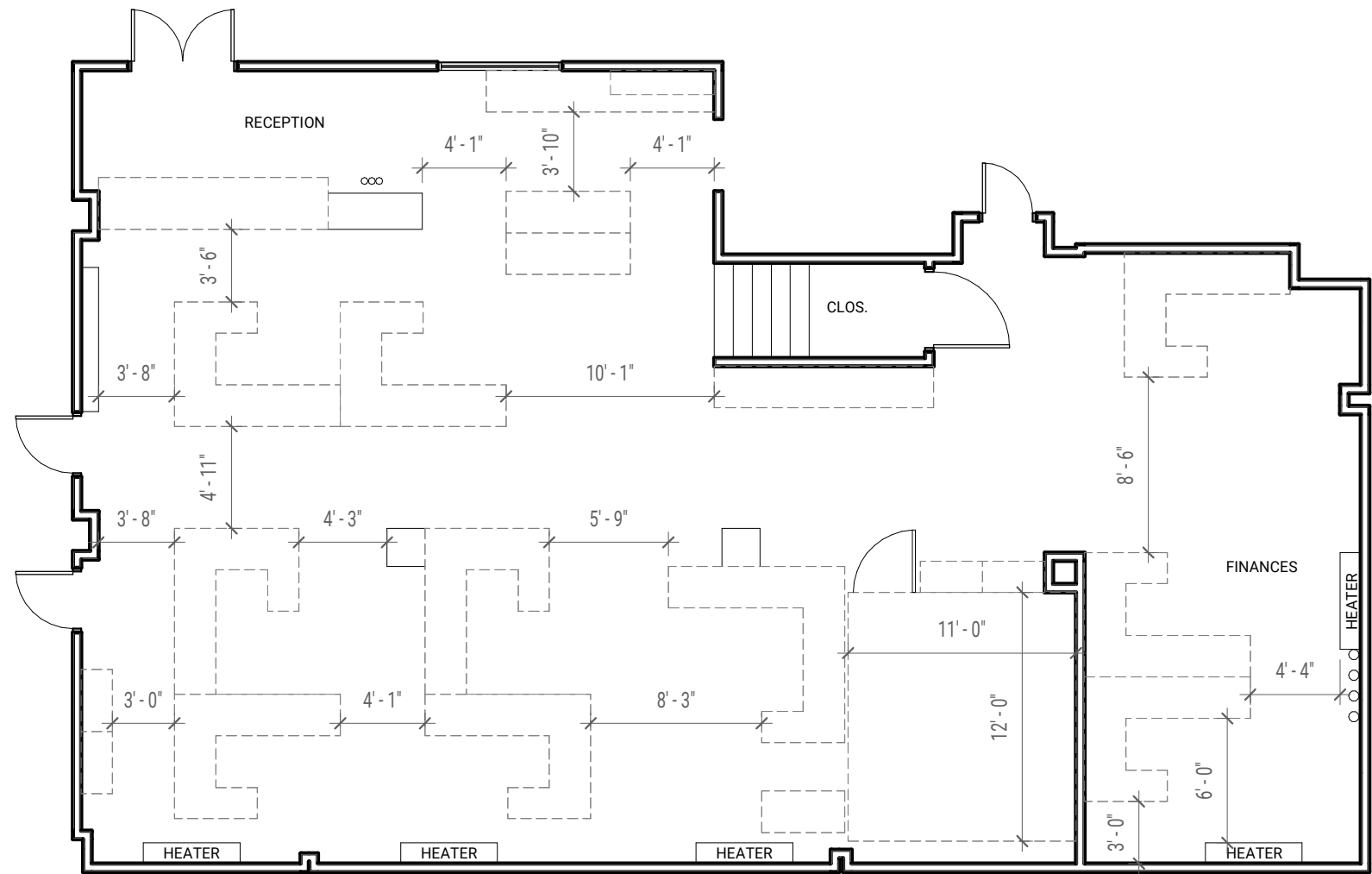
Yes ☐ No ☐

RECOMMENDATION:

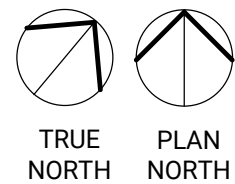
Approve funding from CIP

ACTION REQUIRED / PROPOSED MOTION:

Motion by---- second by---- to approve funds up to \$125,000 for the Auditor Elections/Finance Office repairs, furniture, and fixtures to be paid from reallocated FY23-26 CIPs.



1 FURNITURE FLOOR PLAN
A1-2 1/8" = 1'-0" 0' 8' 16'



OFFICE - FLOOR PLAN

07/03/2025

AUDITOR OFFICE CIP REQUEST											
	*OFFICE FURNITURE OPTIONS (OFO)										
PRODUCT	MFG		QTY	New/ Used				\$ EACH		SUB-TOTAL	
CUBICALS / DESKS											
Cubicle 6'x 8' x 52"Gls Stkn	Steelcase		9		Used			\$2,075		\$18,675	
Cubicle 8'x 8' x 52" Gls Stkn	Steelcase		1		Used			\$2,275		\$2,275	
6' X 6'	Steelcase		1		Used			\$750		\$750	
Sit Stand Mechanics			6					\$600		\$3,600	
Tall Walls 11' X 12' X 8' with Doc	GB350		1		Used			\$1,800		\$1,800	
Delivery/ Installation			1					\$3,250		\$3,250	
Electrical Circuitry Supply Wiring (Cubicals Infeed Power)											
	Rough-In Electrical Conduits, Data Conduits, & Electrical Boxes Circuits & Wiring, Circuit Breakers, Receptacles, Finish Plates		6					\$1,160.00		\$6,960.00	

AUDITOR OFFICE CIP REQUEST										
	*OFFICE FURNITURE OPTIONS (OFO)									
PRODUCT	MFG		QTY	New/ Used				\$ EACH		SUB-TOTAL
Data Circuits (Cubicals)	Category-6A Cable, Jacks, & Wiring Installations		9					\$175.00		\$1,575
Construct Interior Employee Only Access Point -										
	3-5/8" Metal Studs									
	5/8" Gypsum Board									
	42"x72" Comm. Door, Frame Casing, Threshold, Moulding									
	Comm. Lockset & Hinges									
	Electrical- Light Fixtures, Switches									
	Sealer, Stain, Finish, Paint		1					\$6,500.00		\$6,500.00
Carpet & Wallbase Replacement (Both Levels)			1					\$20,000.00		\$20,000.00
Interior Window Trim Repaint Throughout			18					\$60.00		\$1,080
Interior Window Blinds Replacement			18					\$423.00		\$7,614
Interior Window Seal Replacement			18					\$325.00		\$5,850
Repaint HVAC Fan Coil Units			6					\$850.00		\$5,100
Public Reception Counter	granite		1					\$6,000.00		\$6,000
Conference Room Chairs			8					\$500.00		\$4,000
Key Card Entry (2 doors)			1					\$15,000.00		\$15,000
Elections Workstation Table	6'x2'		2							
Mail Machine Desk	33" x 89"		1							

AUDITOR OFFICE CIP REQUEST									
	*OFFICE FURNITURE OPTIONS (OFO)								
PRODUCT	MFG		QTY	New/ Used		\$ EACH		SUB-TOTAL	
Mail Station for Departments			1						
Stress Matt behind counter			1						
Logo Matt for public side			1						
Electrical and Data to 2 work areas			2						
								\$110,029	

OFFICE ELEMENTS										
PRODUCT	MFG		QTY	New/ Used				\$ EACH		SUB-TOTAL
CUBICALS / DESKS										
Cubicle 6'x 8' x 52" GLS	Hon		9		New			\$3,145.04		\$28,305.36
Cubicle 8'x 8' x 52" GLS	Hon		1		New			\$3,663.81		\$3,663.81
6' X 6'	Hon		1		New			\$3,246.96		\$3,246.96
Sit Stand Mechanics										
Tall Walls 11' X 12' X 8'	Hon		1		New			\$1,379.82		\$1,379.82
Delivery/ Installation			1					\$4,542.50		\$4,542.50
Electrical Circuitry Supply Wiring (Cubicals Infeed Power)										
			6					\$1,160.00		\$6,960.00

OFFICE ELEMENTS										
PRODUCT	MFG		QTY	New/ Used				\$ EACH		SUB-TOTAL
Data Circuits (Cubicals)			9					\$175.00		\$1,575
Construct Interior Employee Only Access Point -										
			1					\$6,500.00		\$6,500.00
Carpet & Wallbase Replacement (Both Levels)			1					\$20,000.00		\$20,000.00
Interior Window Trim Repaint Throughout			18					\$60.00		\$1,080
Interior Window Blinds Replacement			18					\$423.00		\$7,614
Interior Window Seal Replacement			18					\$325.00		\$5,850
Repaint HVAC Fan Coil Units			6					\$850.00		\$5,100
Public Reception Counter			1					\$6,000.00		\$6,000
Conference Room Chairs			8					\$500.00		\$4,000
Key Card Entry (2 doors)			1					\$15,000.00		\$15,000
Elections Workstation Table										
Mail Machine Desk										

[illegible]

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

Date: 09/18/2025 Weekly Agenda Date: 09/23/2025

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

WORDING FOR AGENDA ITEM:

Resolution to allow Secondary Roads the use of Woodbury County's Unique Entity Identifier number

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☒

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☐

EXECUTIVE SUMMARY:

A resolution where Secondary Roads is requesting the use of the Woodbury County Unique Entity Identifier number (UEI #) N8PNMRSR1HL9.

BACKGROUND:

Secondary Roads is requesting the use of the Woodbury County UEI # N8PNMRSR1HL9. This allows the Secondary Roads Department to file any FEMA related documents with the Department of Homeland Security. The resolution is similar to other Iowa County resolutions for this same situation.

FINANCIAL IMPACT:

Secondary Roads will be able to receive FEMA funds from the 2024 flood event.

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:

I recommend that the Board approve the resolution to allow Secondary Roads the use of Woodbury County's UEI number

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the resolution to allow Secondary Roads the use of Woodbury County's UEI number

RESOLUTION NO. _____

WOODBURY COUNTY, IOWA

**A RESOLUTION FOR SECONDARY ROADS TO SHARE USE OF
WOODBURY COUNTY UNIQUE ENTITY IDENTIFIER (UEI) NUMBER**

WHEREAS, Secondary Roads is requesting the use of the Woodbury County UEI # N8PNMRSR1HL9. This allows the Secondary Roads Department to file any FEMA related documents with the Department of Homeland Security.

WHEREAS, the Woodbury County Board of Supervisors approves the use of UEI # N8PNMRSR1HL9 and assume all risk involved.

NOW THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that on this 23rd day of September 2025, approve the use of UEI # N8PNMRSR1HL9 and assume all risk involved for the Secondary Roads Department.

APPROVED this 23rd day of September 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Daniel Bittinger II, Board Chairperson

Kent Carper, 1st District Board of Supervisor

Mark Nelson, 3rd District Board of Supervisor

Matthew Ung, 4th District Board of Supervisor

David Dietrich, 5th District Board of Supervisor

ATTEST:

Michelle K. Skaff, Woodbury County Auditor

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

Date: 09-19-2025 Weekly Agenda Date: 09-23-2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Tina Bertrand

WORDING FOR AGENDA ITEM:

Anthon Courthouse CIP Fund Request

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

Repairs are needed at the Anthon Courthouse

BACKGROUND:

Repairs are needed at the Anthon Courthouse

FINANCIAL IMPACT:

\$31,157.70 from FY26 CIP

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 allocation of CIP Funds

ACTION REQUIRED / PROPOSED MOTION:

Approve the allocation of CIP Funds

FY26 CIP Project
Anthon Courthouse Repairs Updates Bid Tab

Sands Construction	Purchasing 2 galvanized commercial door's and jambs with all new hardware, demoing existing doors and installing	10,240.45	
Sands Construction	Demoing the existing 305 sf of concrete next to building and in front of main door and forming up and pouring back in #4000 limestone.	4,964.20	
Sands Construction	Fixing all holes in mortar joints and painting exterior back and one side of building.	3,186.74	
Sands Construction	Bring in approx 15 ton of crushed asphalt and making a 20'x20' parking pad instead of gravel.	—————	2,114.63
Sands Construction	Recaulking 9 exterior windows.	298.70	completed by seconday roads
Sands Construction	Fixing ceiling inside main entry and in back, recaulking crown mold and painting entire inside of building except for restroom and offices, painting front reception area below countertop and 4 door's and set of bi-fold door's in a gray color with the rest being painted white.	7,146.53	
Sands Construction	Purchasing new 20' aluminum flag pole and installing in front of building, not a cheap one either.	—————	1,825.09
Flooring MDs Carpet One	Carpet replacement	5,321.08	to be completed by another contractor - priced separately by Treasurer
		<u>31,157.70</u>	

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

Date: 09-18-2025 Weekly Agenda Date: 09-23-2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ryan Ericson - Finance Director

WORDING FOR AGENDA ITEM:

National Opioids Settlement - Purdue Direct Settlement

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

A new proposed national opioids settlement has been reached with Purdue and the Sackler Family

BACKGROUND:

The Participation Form must be executed and submitted before September 30, 2025, in order for Woodbury County to be considered for initial participation calculations and payment eligibility under the Purdue Direct Settlement.

FINANCIAL IMPACT:

Based upon subdivision participation forms received, the subdivision rate will be used if the Purdue Settlement moves forward and goes effective.

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 Participation Form

ACTION REQUIRED / PROPOSED MOTION:

Approve the Participation Form

EXHIBIT K**Subdivision Participation and Release Form**

Governmental Entity: Woodbury County	State: IA
Authorized Signatory: <i>Daniel A Bittinger II</i>	
Address 1: <i>620 Douglas St</i>	
Address 2: <i>Rm 104</i>	
City, State, Zip: <i>Sioux City, IA 51101</i>	
Phone: <i>712-389-4405</i>	
Email: <i>dbittinger@woodburycountyia.gov</i>	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to that certain Governmental Entity & Shareholder Direct Settlement Agreement accompanying this participation form (the “*Agreement*”)¹, and acting through the undersigned authorized official, hereby elects to participate in the Agreement, grant the releases set forth below, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Agreement, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Agreement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly after the Effective Date, and prior to the filing of the Consent Judgment, dismiss with prejudice any Shareholder Released Claims and Released Claims that it has filed. With respect to any Shareholder Released Claims and Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the Agreement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Agreement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning following the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Agreement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as and to the extent provided in, and for resolving disputes to the extent provided in, the

¹ Capitalized terms used in this Exhibit K but not otherwise defined in this Exhibit K have the meanings given to them in the Agreement or, if not defined in the Agreement, the Master Settlement Agreement.



Agreement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Agreement.

7. The Governmental Entity has the right to enforce the Agreement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Agreement, including without limitation all provisions of Article 10 (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Subdivision Releasor, to the maximum extent of its authority, for good and valuable consideration, the adequacy of which is hereby confirmed, the Shareholder Released Parties and Released Parties are, as of the Effective Date, hereby released and forever discharged by the Governmental Entity and its Subdivision Releasors from: any and all Causes of Action, including, without limitation, any Estate Cause of Action and any claims that the Governmental Entity or its Subdivision Releasors would have presently or in the future been legally entitled to assert in its own right (whether individually or collectively), notwithstanding section 1542 of the California Civil Code or any law of any jurisdiction that is similar, comparable or equivalent thereto (which shall conclusively be deemed waived), whether existing or hereinafter arising, in each case, (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor (each such release, as it pertains to the Shareholder Released Parties, the “Shareholder Released Claims”, and as it pertains to the Released Parties other than the Shareholder Released Parties, the “Released Claims”). For the avoidance of doubt and without limiting the foregoing: the Shareholder Released Claims and Released Claims include any Cause of Action that has been or may be asserted against any Shareholder Released Party or Released Party by the Governmental Entity or its Subdivision Releasors (whether or not such party has brought such action or proceeding) in any federal, state, or local action or proceeding (whether judicial, arbitral, or administrative) (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor.
9. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Shareholder Released Claims or Released Claims against any Shareholder Released Party or Released Party in any forum whatsoever, subject in all respects to Section 9.02 of the Master Settlement Agreement. The releases provided for herein (including the term “Shareholder Released



Claims” and “Released Claims”) are intended by the Governmental Entity and its Subdivision Releasers to be broad and shall be interpreted so as to give the Shareholder Released Parties and Released Parties the broadest possible release of any liability relating in any way to Shareholder Released Claims and Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Agreement shall be a complete bar to any Shareholder Released Claim and Released Claims.

10. To the maximum extent of the Governmental Entity’s power, the Shareholder Released Parties and the Released Parties are, as of the Effective Date, hereby released and discharged from any and all Shareholder Released Claims and Released Claims of the Subdivision Releasers.
11. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Agreement.
12. In connection with the releases provided for in the Agreement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releaser may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Shareholder Released Claims or such other Claims released pursuant to this release, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Shareholder Released Claims or such other Claims released pursuant to this release that may exist as of such date but which Releasers do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities’ decision to participate in the Agreement.

13. Nothing herein is intended to modify in any way the terms of the Agreement, to which Governmental Entity hereby agrees. To the extent any portion of this Participation and Release Form not relating to the release of, or bar against, liability is interpreted differently from the Agreement in any respect, the Agreement controls.
14. Notwithstanding anything to the contrary herein or in the Agreement, (x) nothing herein shall (A) release any Excluded Claims or (B) be construed to impair in any way the rights and obligations of any Person under the Agreement; and (y) the Releases set forth herein shall be subject to being deemed void to the extent set forth in Section 9.02 of the Master Settlement Agreement.



I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: David A. Bittinger II

Title: Board Chairperson

Date: _____



New National Opioids Settlement: Purdue
Opioids Implementation Administrator
opioidsparticipation@rubris.com

Woodbury County, IA
Reference Number: CL-1748985

TO LOCAL POLITICAL SUBDIVISIONS:

THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SETTLEMENT. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.

Deadline: September 30, 2025

A new proposed national opioids settlement has been reached with Purdue (and certain of its affiliates) and the Sackler family. This *Participation Package* is a follow-up communication to the *Notice of New National Opioids Settlement* recently received electronically by your subdivision.

The proposed settlement is being implemented in connection with Purdue's bankruptcy proceedings, and consists of, among other things, a settlement of Purdue's claims against the Sacklers and certain other parties (referred to as the "Purdue Estate Settlement"), and settlements of direct claims against the Sacklers held by States, local governments and other creditors (collectively, the "Purdue Direct Settlement", and together with the Estate Settlement, the "Purdue Settlement"). The Purdue Direct Settlement for States and local governments is documented in the Governmental Entity and Shareholder Direct Settlement Agreement.

You are receiving this *Participation Package* because all eligible States and territories, including Iowa, are participating in the Purdue Direct Settlement.

This electronic envelope contains:

- The *Participation Form* for the Purdue Direct Settlement, including a release of any claims

The *Participation Form* must be executed, without alteration, and submitted on or before September 30, 2025, in order for your subdivision to be considered for initial participation calculations and payment eligibility under the Purdue Direct Settlement.

Based upon subdivision participation forms received on or before September 30, 2025, the subdivision participation rate will be used to determine whether participation is sufficient for the Purdue Settlement to move forward and whether a state earns its maximum potential payment under the Purdue Direct Settlement. If the Purdue Settlement moves forward and goes effective, your release will become

effective. If the Purdue Settlement does not move forward, that release will not become effective.

Any subdivision that does not participate in the Purdue Direct Settlement cannot directly share in the Purdue Direct Settlement funds, even if other subdivisions in the state are participating and sharing in those Purdue Direct Settlement funds. Any subdivision that does not participate may also reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive Purdue Settlement funds by participating; decisions on how Purdue Settlement funds will be allocated within a state are subject to intrastate agreements or state statutes.

You are encouraged to discuss the terms and benefits of the Purdue Settlement with your counsel, your Attorney General's Office, and other contacts within your state. Many states are implementing and allocating funds for the Purdue Settlement the same as they did for the prior opioids settlements but states may choose to treat the Purdue Settlement differently.

Information and documents regarding the Purdue Settlement, including a complete copy of the Governmental Entity and Shareholder Direct Settlement Agreement, and how it is being implemented in your state and how funds will be allocated within your state can be found on the national settlement website at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. This website will be supplemented as additional documents are created.

How to return signed forms:

There are three methods for returning the executed *Participation Form* and any supporting documentation to the Implementation Administrator:

- (1) *Electronic Signature via DocuSign*: Executing the *Participation Form* electronically through DocuSign will return the signed form to the Implementation Administrator and associate your form with your subdivision's records. Electronic signature is the most efficient method for returning the *Participation Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.
- (2) *Manual Signature returned via DocuSign*: DocuSign allows forms to be downloaded, signed manually, then uploaded to DocuSign and returned automatically to the Implementation Administrator. Please be sure to complete all fields. As with electronic signature, returning a manually signed *Participation Form* via DocuSign will associate your signed forms with your subdivision's records.
- (3) *Manual Signature returned via electronic mail*: If your subdivision is unable to return an executed *Participation Form* using DocuSign, the signed *Participation Form* may be returned via electronic mail to opioidsparticipation@rubris.com.

Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line Settlement Participation Form – [Subdivision Name, Subdivision State] – [Reference ID].

Detailed instructions on how to sign and return the *Participation Form*, including changing the authorized signer, can be found at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. You may also contact opioidsparticipation@rubris.com.

YOU MUST PARTICIPATE IN THE PURDUE DIRECT SETTLEMENT BY RETURNING YOUR PARTICIPATION FORM IN ORDER TO RECEIVE THE BENEFITS OF THE PURDUE SETTLEMENT.

Please note that this is NOT a solicitation or a request for subdivisions to submit votes on the Purdue bankruptcy plan. This settlement package only pertains to a decision to participate in the Purdue Direct Settlement. If you receive a package to vote on the plan you should follow the applicable instructions for voting. PLEASE NOTE THAT VOTING ON THE PLAN IS SEPARATE FROM PARTICIPATION IN THE PURDUE DIRECT SETTLEMENT.

The sign-on period for subdivisions ends on September 30, 2025.

If you have any questions about executing the *Participation Form*, please contact your counsel, the Implementation Administrator at opioidsparticipation@rubris.com, or the Iowa Attorney General's Office at OpioidSettlement@ag.iowa.gov.

Thank you,

Implementation Administrator for the Purdue Direct Settlement

The Implementation Administrator is retained to provide the settlement notice required by the Purdue Direct Settlement to manage the collection of the participation forms for it.