



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MARCH 17, 2026) (WEEK 12 OF 2026)**

Live streaming at:

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

Agenda and Minutes available at:

www.woodburycountyiowa.gov

Daniel A. Bittinger II
389-4405

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Kent T. Carper
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David L. Dietrich
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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 March 17, 2026, 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 will recognize the agenda item presenter before asking for public comments or board discussion.
3. Members of the public will approach the microphone one at a time and give their name and city of residence before their statement.
4. Members of the public who comment 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 6 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 March 10, 2026
3. Approval of claims
4. Board Administration – Karen James
Approval of resolution approving petition for suspension of taxes through the redemption process for T.T.

5. Deputy Commissioner of Elections – Steve Hofmeyer
Receive the appointment of Gary Jordan to Director District II, Western Iowa Tech to fill the office previously held by Brad Griffin.
6. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Approve the tentative agreement and it's amendment with the Communications Workers of America, AFL-CIO Deputy Sheriff's CWA 7177

End of Consent Agenda

7. Secondary Roads – Laura Sievers
Approve the contract for the L-B(U155)—73-97 bridge replacement project with Dixon Construction Co. for \$402,626.80 Action
8. Planning/Zoning – Daniel Priestley
Approval of revisions to the Woodbury County Board of Supervisors Agenda Item(s) Request Form to streamline the layout and fields as part of the ongoing project to revamp agenda posting on the Woodbury County website Action
9. Building Services – Kenny Schmitz
 - a. Approve Construction “Low Quotes” totaling \$105,822.09 and an additional \$2,000 for unforeseen costs for the Tri-View Facility Action
 - b. Approve MobiMedical quote (\$53,627.53) and examiner’s related office supplies Action
 - c. Approve Ace Refrigeration 3-year service agreement and instruct the Building Services department to apply expenses to the Tri-View Facility annual operation budget Action
10. Budget Review Discussion for FY 27
 - a. Improvement Requests
 - 1 - Secondary Roads Action
 - 2 - Auditor Action
 - 3 - Emergency Services Action
 - 4 – Medical Examiner Action
 - b. Miscellaneous Review – All Funds Action
11. Reports on Committee Meetings Information
12. Citizen Concerns Information
13. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED., MAR 18	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., MAR 19	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., MAR 20	11:00 a.m.	Siouxland Human Investment Partnership Board Meeting, 607 4 th Street
MON., MAR 23	5:00 p.m.	Zoning Commission Meeting, Courthouse Basement Boardroom
THU., MAR 26	10:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, 6401 Gordon
	11:15 a.m.	Western Iowa Community Improvement Regional Housing Trust Fund, 6401 Gordon
WED., APR 1	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
MON., APR 6	5:00 p.m.	Board of Adjustment meeting, Courthouse Basement Boardroom
WED., APR 8	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	10:00 a.m.	STARComm Board Meeting, The Security Institute, WIT Campus
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THU., APR 9	12:00 p.m.	SIMPCO Board of Directors Meeting, 6401 Gordon Drive
	4:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
WED., APR 15	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., APR 16	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., APR 17	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 607 – 4 th Street

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.

MARCH 10, 2026, ELEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, March 10, 2026, at 2:30 p.m. Board members present were Carper (by phone), Dietrich, Nelson, and Ung, Bittinger II was absent. Staff members present were Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Auditor/Clerk to the Board.

Motion by Nelson second by Ung to go into joint closed session with LEC Authority per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote

Motion by Nelson second by Ung to go out of joint closed session with LEC Authority per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote.

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

1. Motion by Nelson second by Dietrich to approve the March 10, 2026 agenda. Carried 4-0. Copy filed.

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

2. To approve minutes of the March 3, 2026 meeting. Copy filed.

3. To approve the claims totaling \$741,921.96. Copy filed.

4. To approve the reappointments of Kevin Grieme, 1014 Nebraska St., Sioux City, and Sally Hartley, 154 Nimrod St, Salix, to the Community Action Agency of Siouxland Board of Directors. Copy filed.

5a. To approve the separation of Saul Perez-Luna, Deputy, County Sheriff Dept., effective 03-02-2026. Resigned.; the separation of Gavin Reitsma, Youth Worker - PT, Juvenile Detention Dept., effective 03-15-2026. Resigned.; the appointment of Neal Reynolds, Equipment Operator, Secondary Roads Dept., effective 03-30-2026, \$27.86/hour. Job Vacancy Posted on 11/10/2025. Entry Level Salary: \$27.86/hr.; and the separation of Cynthia Wiemold, Mental Health Advocate, Mental Health Dept., effective 04-12-2026. Retired. Copy filed.

5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Youth Worker - PT, Juvenile Detention Dept. AFSCME Juvenile: \$22.71/hour.; EMT -FT, Emergency Services Dept. \$23.90/hour.; and Mental Health Advocate, Mental Health Dept. \$26.84 - \$37.00/hour. Copy filed.

Carried 4-0.

6. Information was presented by Kevin Grieme, Siouxland District Health, on Ida County Public Health service merger. Copy filed.

7. Motion by Nelson second by Dietrich to award the contract project L-B(U155)—73-97 to Dixon Construction. Carried 4-0. Copy filed.

8a. Motion by Nelson second by Dietrich to approve the plans, specifications, & form of contract for the Courthouse Freight Elevator project. Carried 4-0. Copy filed.

8b. Motion by Nelson second by Ung to set a public hearing date of March 24, 2026, @ 4:40 p.m. for the Courthouse Freight Elevator project & approval of public notice. Carried 4-0. Copy filed.

9. Information was presented by Michelle Skaff, County Auditor, regarding HF 718 budget mailing. Copy filed.

10a. Motion by Nelson second by Carper to approve the reallocation of Secondary Roads FY26 budget. Carried 4-0. Copy filed.

10b. Motion by Nelson second by Dietrich to set the public hearing date for the FY27 Proposed Property Tax Levy on March 31, 2026 at 4:00 p.m. Carried 4-0. Copy filed.

11. Motion by Nelson second by Dietrich to approve the miscellaneous budget reviews. Carried 4-0.
12. The Board shared reports on committee meetings.
13. There were no citizen concerns.
14. Board concerns were heard.

The Board adjourned the regular meeting until March 17, 2026.

Meeting sign in sheet. Copy filed.

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Michelle Skaff, Woodbury County Auditor/Recorder
From: Brenda Wright, Board Secretary
Date: 3/10/26

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular election:

For the Office of: Board Member – District II

Name: Gary Jordan

Address: 1479 Harrison Drive

City/ZIP: Cherokee, IA 51012

Date of Appointment: 3/9/26

This appointment is to fill the office of previously held by:

Brad Griffin

(Name of previous official)

Return to:
Michelle Skaff
Woodbury County Commissioner of Elections
620 Douglas Street, Room 103
Sioux City, IA 51101

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

*** PERSONNEL ACTION CODE:**

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

DATE: March 17, 2026

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Bumstead, Brayden	Sheriff's Office	03-19-2026	Civilian Jailer			S	Resigned

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: Melissa Thomas, HR Director

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: March 17, 2026

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Sheriff's Office	Civilian Jailer	CWA Civilian: \$26.04/hour		

Chairman, Board of Supervisors



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

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

March 10th, 2026

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

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Full-time Correctional Officer positions, effective March 18th, 2026. We request this be placed on the agenda for Tuesday March 17th 2026, at the Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Sheehan", with a long horizontal flourish extending to the right.

Chad Sheehan, Sheriff

cc: file

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

Date: 03/12/2026 Weekly Agenda Date: 03/17/2026

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

WORDING FOR AGENDA ITEM:

Approve the tentative agreement and it's amendment with the Communications Workers of America, AFL-CIO Deputy Sheriff's CWA 7177

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Woodbury County and Deputy Sheriff's CWA 7177 have come to a tentative agreement regarding a new contract for July 1, 2026-June 30, 2030

BACKGROUND:

Negotiated items include wages, supplemental pay, personal days and benefits. An amendment was created after the initial approval and all parties have agreed to the new verbiage, see attached emails.

FINANCIAL IMPACT:

Please see attached TA.

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:

Pass the motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the tentative agreement and it's amendment with the Communications Workers of America, AFL-CIO Deputy Sheriff's CWA 7177

TENTATIVE AGREEMENT FOR WOODBURY COUNTY, IOWA AND
DEPUTY SHERIFF'S CWA 7177
CONTRACT FOR JULY 1, 2026 – JUNE 30, 2030

1. Article X (Leaves of Absence), Section D (Personal Day) shall be amended to increase from two personal days to three personal days per contract year.
2. Article X (Leaves of Absence), Section A (Sick Leave), Section 6 shall be amended as follows:

*Section 6 - No employee is entitled to compensation for unused sick leave time except to the extent specified in this section. Termination of service shall terminate any and all obligation of the Employer in connection with unused sick leave time. An employee who is retiring and has a minimum of 20 years of employment with the Woodbury County Sheriff's Office will be paid 28% of his/her accumulated sick leave up to a maximum of Five Thousand Dollars (\$5,000.00). **Subject to IRS limits, any such retiring employee with a minimum of 20 years of employment with Woodbury County Sheriff's Office may in lieu of such cash payout have 28% of his/her accumulated sick leave up to a maximum of Five Thousand Dollars (\$5,000.00) instead be contributed to his/her Deferred Compensation account.** Any retiring employee who has a minimum of 20 years of employment with the Woodbury County Sheriff's Office and accumulated sick leave of 500 or more hours may elect to have the County place funds equivalent to the cost of his/her personal insurance for a period of one year from the date of retirement into a Health Retirement Account ("HRA"), in lieu of a cash payout of up to Five Thousand Dollars (\$5,000.00). Should the employee elect family coverage, the employee will be responsible for the difference in cost between the personal, single coverage and the cost of family coverage.*

3. Article XIV (Supplemental Pay) shall be amended to add a new subsection called "Shift Differential for Investigations Deputies". The new subsection shall say: ***Any deputies who are permanently assigned to the Investigations Division, shall be paid a shift differential of forty cents (\$.40) per hour for each such regular hour worked. This shift differential shall not change the basic hourly rate of pay for computing overtime, callback, or court appearances.***
4. Article XIV (Supplemental Pay), Section B (Active Standby Pay) shall be amended to add the following sentence: ***HRT employees who are required by the Sheriff to be on active standby shall receive Ten Dollars (\$10.00) for each day that he or she is required provided he or she is actually available on such day to respond.***
5. Article XIV (Supplemental Pay), Section B (Field Training Pay) shall be amended to increase the additional compensation from 10% of their hourly rate of pay to 15% of their hourly rate of pay.

6. The new contract shall be a four-year contract from July 1, 2026 – June 30, 2030.

7. Wages shall be increased from current wages as follows:

- Year 1 (July 1, 2026 – June 30, 2027): 5.5% increase for 2nd Class, 1st Class, and Senior; 6.75% for Master and Sergeant
- Year 2 (July 1, 2027 – June 30, 2028): 3% all classes
- Year 3 (July 1, 2028 – June 30, 2029): 3% all classes
- Year 4 (July 1, 2029 – June 30, 2030): wage reopener

8. Article XII (Insurance) shall be amended as attached on Exhibit A.

Dated this 6th day of March, 2026.

WOODBURY COUNTY, IOWA

COMMUNICATIONS WORKERS OF AMERICA

By Melissa Thomas
~~Chairman~~ Board of Supervisors
Representative

By _____
CWA Representative

[Signature]
legl counsel

By [Signature]
CWA Local No. 7177 President

By [Signature]
Bargaining Committee Member

[Signature]
Seth A. Cottrell

EXHIBIT A:

ARTICLE XII
Insurance

A. Medical and Hospital Insurance

~~Section 1 - Coverage of an employee will commence at such times as may be set out in the policy, and an employee will be covered only in accordance with and to the extent provided under the terms of the policy. The Employer shall pay the full cost of the employee's personal premium for Hospital and Medical Care Insurance with the exception that the employee shall pay 20% of all increases in premium which become effective after July 1, 2008.~~

~~Section 2 - The Hospital and Medical Care Insurance provided herein shall be a comprehensive PPO plan of insurance which shall contain the following deductibles and maximum out-of-pocket maximums.~~

~~An employee's actual out-of-pocket expense per calendar year shall be limited as follows:~~

~~Deductible: The first \$500 of covered expenses for single coverage and the first \$1,000 of covered expenses for family coverage.~~

~~Coinurance: Employee pays the first 20% of in-network and 30% of out-of-network covered expenses up to the relevant out-of-pocket maximum. Including the single deductible, the maximum out-of-pocket for single coverage will be \$1,500, and including the family deductible, the maximum out-of-pocket for a family will be \$3,000.~~

~~The plan will provide an office co-pay of \$25 per visit for your primary care physician and \$50 for a specialist visit.~~

~~Preventive benefits will include yearly routine physicals, including mammogram, pap smear, prostate exam, blood tests and other routine tests which can be done in the doctor's office. The employee may elect to cover the employee's family, and the Employer will pay one hundred percent (100%) of the premium for said family coverage with the exception that the employee shall pay 20% of all increases in premium which become effective after July 1, 2008.~~

~~Section 3 - Coverage of an employee will commence at such times as may be set out in the policy, and an employee will be covered only in accordance with and to the extent provided under the terms of the policy.~~

~~Section 4 - The Hospital and Medical Care Insurance provided herein shall be a comprehensive plan of insurance which shall contain the following deductibles and maximum out-of-pocket provisions.~~

~~An employee's actual out-of-pocket expense per calendar year shall be limited as follows:~~

~~Deductible—The first \$250 of covered expenses for single coverage. The first \$500 of covered expenses for family coverage.~~

~~Coinurance: 80/20 of covered expenses up to the relevant out-of-pocket maximum. Including the single deductible the maximum out-of-pocket for single coverage will be \$750 and including the family deductible the maximum out-of-pocket for a family will be \$1250.~~

~~The plan will provide for an Office co-pay of \$20 per visit.~~

~~Preventive benefits will include yearly routine physicals, including mammogram, pap smear, prostate exam, blood tests and other routine tests which can be done in the doctor's office. Annual maximum \$225.00 with an annual co-pay of \$20.00 for the preventive health items. Out-of-network providers are not included.~~

B. Life Insurance

Section 1 The Employer shall, at no cost to the employee, maintain a life insurance policy for each employee in the face amount of Ten Thousand Dollars (\$10,000.00).

Section 2 - The employee may, to the extent permitted by the insurance company and in accordance with the requirements of the insurance company, purchase additional life insurance at the employee's cost, which shall be deducted from the employee's wages.

Section 3 - Coverage of an employee will commence at such times as may be set out in the policy, and an employee will be covered only in accordance with and to the extent provided under the terms of the policy.

C. Long-Term Disability

The Board will provide a long-term disability insurance plan to all regular full-time employees and regular part-time employees, to the extent permitted by the policy. This long-term disability insurance plan shall have a ninety (90) calendar day waiting period and shall pay benefits at sixty-six and two-thirds (66 2/3) percent of the employee's weekly gross pay, excluding overtime, up to a maximum monthly benefit of \$2,500.00. The Board shall pay the full premium for this disability insurance.

D. Dental Insurance

Section 1 Employer will pay the cost of dental insurance for each employee.

Section 2 Employees may pay the premium to add spouse and/or children to the dental plan.

Section 3- The dental plan will provide the following general coverage:

Deductible Single \$25
 Family \$75

Diagnostic and Preventive Services	100% (Deductible does not apply)
Routine and Restorative Services	80% (After deductible)
Major Restorative Care	50% (After deductible)

Contract Maximum per member per year \$1500.00

Pretreatment: Some services provided under the Routine and Restorative and/or Major Restorative Care require your dentist to submit a proposed treatment plan before beginning treatment.

Section 4 - The Employer reserves the right to unilaterally change carrier or self-insurer while maintaining the basic benefits outlined in Section 3.

E. Flex Benefit Plan

The Board will provide the employees with access to a Flex Benefit Plan. Employees will be able to use pre-tax dollars for any use sanctioned by federal law. Current uses include but are not necessarily limited to deductibles, coinsurance and premium payments for group insurance, vision care, glasses and dependent care. This plan is subject to revision if federal laws governing flex benefits are revised.

F. Surviving Spouse

The health, medical and dental insurance referred to in this article shall continue in effect at Employer's expense for the surviving spouse and dependents of any employee who dies as a result of personal injury sustained in the line of duty and who is the recipient of benefits under the Federal Public Safety Officers' Benefits Act of 1976, originally enacted at 42 U.S.C. 3796, but transferred to 34 U.S.C. 10281, as presently in effect or as may be amended during the term of this Agreement, subject to the following exceptions:

- (1) The insurance coverage extended by this section shall terminate 30 days after the remarriage of the surviving spouse. Any dependent's coverage shall terminate upon the dependent reaching the age of 26 years old.
- (2) The insurance coverage shall not be extended to a surviving spouse or to any dependent who already has insurance coverage provided by another employer and shall terminate 30 days after the surviving spouse or dependent becomes eligible for other insurance.

The new contract shall be a four-year contract from July 1, 2026 – June 30, 2030.

Wages shall be increased from current wages as follows:

- Year 1 (July 1, 2026 – June 30, 2027): 5.5% increase for 2nd Class, 1st Class, and Senior; 6.75% for Master and Sergeant
- Year 2 (July 1, 2027 – June 30, 2028): 3% all classes
- Year 3 (July 1, 2028 – June 30, 2029): 3% all classes
- Year 4 (July 1, 2029 – June 30, 2030): wage reopener

8. Article XII (Insurance) shall be amended as attached on Exhibit A.

Dated this 4th day of March, 2026.

WOODBURY COUNTY, IOWA

COMMUNICATIONS WORKERS OF AMERICA

By _____
Chairman, Board of Supervisors

By *Bonnie Winkler*
CWA Representative

By _____
CWA Local No. 7177 President

By _____
Bargaining Committee Member

Melissa Thomas

From: Alison Knoke <aknoke@cwa-union.org>
Sent: Thursday, March 12, 2026 10:19 AM
To: Allyson C. Dirksen
Cc: Derek Brand; Bonnie Winther; Melissa Thomas; Troy Tadlock; Seth Cottrell; Devin Groenhagen; Mark Nelson
Subject: Re: Amendment to the TA between Deputies and Woodbury County

CAUTION: This email originated from **OUTSIDE** of the organization. Please verify the sender and use caution if the message contains any attachments, links, or requests for information as this person may NOT be who they claim. **If you are asked for your username and password, please call WCICC and DO NOT ENTER any data.**

Bonnie Winther agrees.

Alison Knoke
District 7 Membership Dues Specialist
COPE/PAF Support
Staff Support Iowa and Minnesota
403 W 4th Street N, Suite 220
Newton, IA 50208
641-792-0135
FAX 641-792-0143
opeiu-12-afl-cio

On Thu, Mar 12, 2026 at 10:05 AM Allyson C. Dirksen <Allyson.Dirksen@heidmanlaw.com> wrote:

Amendment to the TA for Woodbury County, Iowa and Deputies for Contract for July 1, 2026 – June 30, 2030

The parties to the TA agree that in item 3 of the TA, the new subsection to Article XIV (Supplemental Pay) should instead say:

Any deputies who are currently assigned, in a full-time capacity, to the Investigations Division, shall be paid a shift differential of forty cents (\$.40) per hour for each such regular hour worked. This shift differential shall not change the basic hourly rate of pay for computing overtime, callback, or court appearances.

Derek and Bonnie, please reply to this email that you agree with this amendment to the TA. This email will then be attached to and included with the TA executed on March 6, 2026.

Thanks!



Dedicated. Knowledgeable. Trusted.

Allyson C. Dirksen

Partner | Heidman Law Firm, PLLC

1128 Historic 4th St | PO Box 3086

Sioux City, Iowa 51102

(712) 255-8838 | www.heidmanlaw.com

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Melissa Thomas

From: Derek Brand
Sent: Thursday, March 12, 2026 10:37 AM
To: Alison Knoke; Allyson C. Dirksen
Cc: Bonnie Winther; Melissa Thomas; Troy Tadlock; Seth Cottrell; Devin Groenhagen; Mark Nelson
Subject: RE: Amendment to the TA between Deputies and Woodbury County

I am also good with that and agree. Thank you, Derek

From: Alison Knoke <aknoke@cwa-union.org>
Sent: Thursday, March 12, 2026 10:19 AM
To: Allyson C. Dirksen <Allyson.Dirksen@heidmanlaw.com>
Cc: Derek Brand <dbrand@woodburycountyiowa.gov>; Bonnie Winther <bwinther@cwa-union.org>; Melissa Thomas <melissathomas@woodburycountyiowa.gov>; Troy Tadlock <ttadlock@woodburycountyiowa.gov>; Seth Cottrell <scottrell@woodburycountyiowa.gov>; Devin Groenhagen <dgroenhagen@woodburycountyiowa.gov>; Mark Nelson <mnelson@woodburycountyiowa.gov>
Subject: Re: Amendment to the TA between Deputies and Woodbury County

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Bonnie Winther agrees.

Alison Knoke
District 7 Membership Dues Specialist
COPE/PAF Support
Staff Support Iowa and Minnesota
403 W 4th Street N, Suite 220
Newton, IA 50208
641-792-0135
FAX 641-792-0143
opeiu-12-afl-cio

On Thu, Mar 12, 2026 at 10:05 AM Allyson C. Dirksen <Allyson.Dirksen@heidmanlaw.com> wrote:

Amendment to the TA for Woodbury County, Iowa and Deputies for Contract for July 1, 2026 – June 30, 2030

The parties to the TA agree that in item 3 of the TA, the new subsection to Article XIV (Supplemental Pay) should instead say:

Any deputies who are currently assigned, in a full-time capacity, to the Investigations Division, shall be paid a shift differential of forty cents (\$.40) per hour for each such regular hour worked. This shift differential shall not change the basic hourly rate of pay for computing overtime, callback, or court appearances.

Derek and Bonnie, please reply to this email that you agree with this amendment to the TA. This email will then be attached to and included with the TA executed on March 6, 2026.

Thanks!



Dedicated. Knowledgeable. Trusted.

Allyson C. Dirksen

Partner | Heidman Law Firm, PLLC

1128 Historic 4th St | PO Box 3086

Sioux City, Iowa 51102

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

Date: 3/12/2026 Weekly Agenda Date: 3/17/2026

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

WORDING FOR AGENDA ITEM:

Approve contract for project number L-B(U155)--73-97

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The Board awarded the bid for the replacement of bridge U-155 on 325th St. at the March 10th, 2026 meeting. Contracts have been returned for Board approval.

BACKGROUND:

The new 12' x 7' x 70' twin box culvert will replace the existing weight restricted 129' x 22' I-beam bridge built in 1952. The new structure is anticipated to be built in the 2026-2027 construction season.

FINANCIAL IMPACT:

Woodbury County Secondary Road local funds will pay for this project.

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

Yes No

RECOMMENDATION:

Recommend that the board approve the contract for project L-B(U155)--73-97.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the contract for the L-B(U155)--73-97 bridge replacement project with Dixon Construction Co. for \$402,626.80.

CONTRACT

WOODBURY County – Bridge Replacement

Project Number: L-B(U155)—73-97

Letting Date: March 9th, 2026

THIS AGREEMENT made and entered by and between WOODBURY County, Iowa, by its Board of Supervisors consisting of: Daniel Bittinger II, Matthew Ung, Kent Carper, Mark Nelson, David Dietrich, Contracting Authority, and Dixon Construction Co. of, Correctionville, IA 51016, Contractor.

WITNESSETH: That the contractor, for and in consideration of four hundred two thousand six hundred twenty six dollars and 80/100 (\$402,626.80) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specification therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

TOTAL ESTIMATED QUANTITIES						
REF. NO.	CODE NO.	ITEM	UNIT	QUANTITY	PRICE	TOTAL
1	2101-0850001	CLEARING AND GRUBBING	ACRE	0.23	\$7,000.00	\$1,610.00
2	2102-0425071	SPECIAL BACKFILL	CY	160	\$110.00	\$17,600.00
3	2102-2625000	EMBANKMENT-IN-PLACE	CY	628	\$28.00	\$17,584.00
4	2102-2710070	CLASS 10, ROADWAY AND BORROW	CY	46	\$10.00	\$460.00
5	2104-2710020	CLASS 10, CHANNEL	CY	128	\$8.00	\$1,024.00
6	2401-6745625	REMOVAL OF EXISTING BRIDGE	LS	1	\$35,000.00	\$35,000.00
7	2402-2720000	EXCAVATION, CLASS 20	CY	1,637	\$7.00	\$11,459.00
8	2403-0100020	STRUCTURAL CONCRETE (RCB CULVERT)	CY	291.2	\$525.00	\$152,880.00
9	2404-7775000	REINFORCING STEEL	LB	43,784	\$1.70	\$74,432.80
10	2507-6800061	REVETMENT, CLASS E	TON	50	\$87.00	\$4,350.00
11	2418-0000010	TEMPORARY STREAM DIVERSION	EACH	1	\$1,000.00	\$1,000.00
12	2519-3280000	FENCE, FIELD	LF	323	\$4.00	\$1,292.00
13	2519-3300400	FIELD FENCE BRACE PANELS	EACH	13	\$185.00	\$2,405.00
14	2528-2518000	SAFETY CLOSURE	EACH	2	\$500.00	\$1,000.00
15	2528-8445110	TRAFFIC CONTROL	LS	1	\$5,700.00	\$5,700.00
16	2533-4980005	MOBILIZATION	LS	1	\$70,000.00	\$70,000.00
17	2601-2634100	MULCHING	ACRE	0.23	\$10,500.00	\$2,415.00
18	2601-2636043	SEEDING AND FERTILIZING (RURAL)	ACRE	0.23	\$10,500.00	\$2,415.00
					TOTAL	\$402,626.80

Said specifications and plans are hereby made a part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Auditor under the date of February 17th, 2026. That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-B(U155)—73-97 in WOODBURY County, Iowa, the within contract, the contractor's bond and the general and detailed plans are and constitute the basis of the contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
		April 1, 2027	60

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the 17th Day of March, 2026

Approved:

By _____
Contractor: Dixon Construction Co. Inc.

By _____
Contracting Authority: Woodbury County Board Chairperson

Date: _____

Date: _____

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

Date: 3/12/26 Weekly Agenda Date: 3/17/26

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel J. Priestley

WORDING FOR AGENDA ITEM:

Approval of revisions to the Woodbury County Board of Supervisors Agenda Item(s) Request Form to streamline the layout and fields as part of the ongoing project to revamp agenda posting on the Woodbury County website.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

This item requests Board approval of a revised Agenda Item(s) Request Form. The revisions consolidate fields (e.g., merging Executive Summary and Background into Background & Financial Impact), clarify wording, and improve overall usability to support enhanced digital agenda processes on the county website. Attached is the proposed revised version for comparison with this document.

BACKGROUND:

The current Agenda Item(s) Request Form was approved by the Board on April 5, 2016. As part of a broader initiative to modernize and streamline agenda preparation, posting, and accessibility on the Woodbury County website, the form has been updated to reduce redundant sections, improve clarity, and better align with current administrative needs.

FINANCIAL IMPACT:

0

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:

Consider any changes to the draft if necessary. Otherwise Approve the revised Agenda Item(s) Request Form as presented.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the revised Woodbury County Board of Supervisors Agenda Item(s) Request Form, effective immediately upon approval, to support improvements in agenda posting on the county website.

Woodbury County Board of Supervisors Agenda Item(s) Request Form

Date: _____ Weekly Agenda Date: _____

Elected Official / Department Head / Citizen: _____

Wording for Agenda Item:

Action Required:

Approve Ordinance Approve Resolution Approve Motion
Hold Public Hearing Informational Attachments
Set Time _____

Background & Financial Impact:

Contract:

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:

Approved by Board of Supervisors on

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

Date: 3/11/2026 Weekly Agenda Date: 3/17/2026

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Tri-View Facility Occupancy, Services, & Modifications

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The Tri-View Facility will experience a change in occupancy & services. The Veteran Affairs Office & State Medical Examiners Office functions will require construction modifications to meet services.

BACKGROUND:

The Tri-View Facility Occupancy, Services, & uses are changing.

FINANCIAL IMPACT:

Quoted Work- \$105,822.09
Additional (unforeseen costs)- \$2,000
Total= \$107,822.09

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:

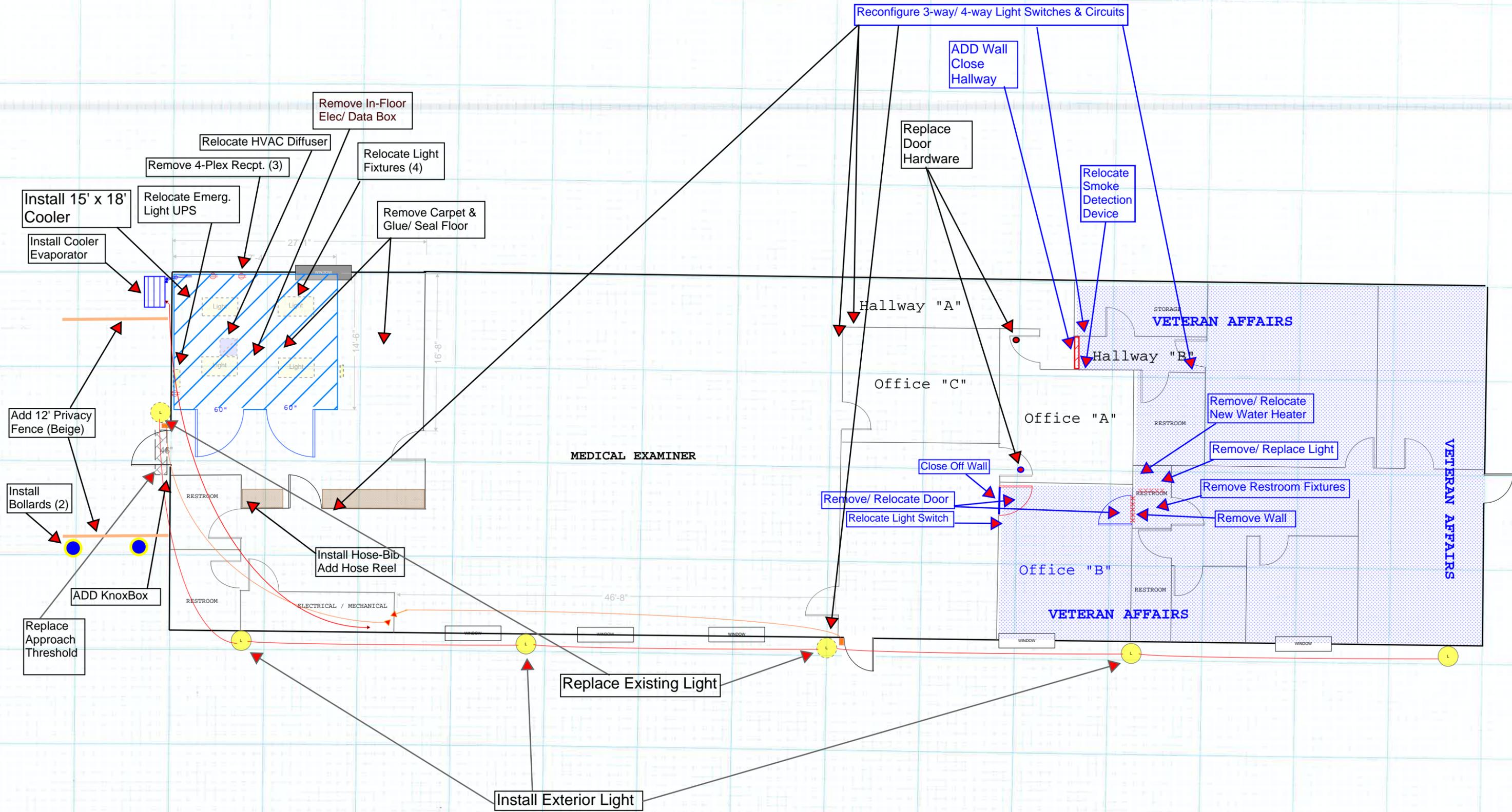
Approve expenditures necessary to complete construction modifications

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve Construction "Low Quotes" totaling \$105,822.09 and an additional \$2,000 for unforeseen costs.

TRI-VIEW - MEDICAL EXAMINERS / VETERAN AFFAIRS PROJECT

CONSTRUCTION PERFORMANCE TASKS	VENDOR QUOTES								CONSTRUCTION COSTS
	SANDS CONSTRUCTION	KR IMPROVEMENT	NCP	THOMPSON SOLUTIONS	ACE REFRIGERATION	MOBIMEDICAL MANUFACTURING	DUNWELL LLC	ELECTRICAL AUTOMATION	
	\$55,246.67	\$60,500.00	\$1,988.04	\$8,115.24	\$37,782.14	\$71,259.28	\$3,000	\$2,690	\$105,822.09
<i>Interior Additions- Building Offices/ Separation</i>									
Aquire Necessary City of Sioux City Permits & Include Associated Costs	Low Quote	Alternate Quote							
Frame-in/ Install New Wall in Hallway to Seperate Medical Examiner Offices & Veteran Affairs Offices, Paint New Walls	Low Quote	Alternate Quote							
Remove & Relocate Existing Hallway Wireless Smoke Alarm Monitor on wall	Low Quote	Alternate Quote							
Office "A" Door Hardware- Replace current North Door Lockset with a Passage Set (to meet fire-code egress)	Low Quote	Alternate Quote							
Office "A" Door Hardware- Replace current South Door Lockset with a Passage Set (to meet fire-code egress)	Low Quote	Alternate Quote							
Electrical- Rewire/ Seperate Hallway "A" switched lighting circuits	Low Quote	Alternate Quote							
Electrical- Rewire/ Seperate Hallway "B" switched lighting circuits	Low Quote	Alternate Quote							
Remove Existing Restroom (all) & Covert to a Hallway- Remove & Dispose of 30-Gallon Water Heater, Toilet, Sink, Light, Tile Floor, Floor Drain	Low Quote	Alternate Quote							
Close Off/ Abandon Floor Drain- Repair Concrete Floor	Low Quote	Alternate Quote							
Repair & Paint all walls	Low Quote	Alternate Quote							
Install New Carpet & Wallbase where tile removed	Low Quote	Alternate Quote							
Install new 2'x 2' LED Light Panel Fixture (provided)	Low Quote	Alternate Quote							
Install (3) New Insta-Hot under-sink point of use Water Heaters -(2) Adjoining Restrooms & (1) Adjoining Office Counter-top Sink	Low Quote	Alternate Quote							
Office "B" Remove Electrical 120V. Receptacle & Data Jacks (Blank off in ceiling)	Low Quote	Alternate Quote							
Office "B" Remove NW Door & Relocate to Opposite NE Wall	Low Quote	Alternate Quote							
Office "B" Remove & Relocate Light Switch to Opposite wall near Door	Low Quote	Alternate Quote							
Office "B" Close-up, Finish Walls, & Paint (Both Sides) where Door was Removed	Low Quote	Alternate Quote							
<i>Interior Demolition - Cooler Area Space</i>									
Remove Flush-mounted In-floor Electrical Box from Concrete Floor- Repair Floor	Low Quote	Alternate Quote							
Remove 621 Sq. Ft. of Broadloom Carpet, grinding & removal of carpet glue, Repair Cracks, Seal Entire Concrete Floor after repairs	Low Quote	Alternate Quote							
Temporarily Remove Carpet (hallway) for Drain Line Installation	Low Quote	Alternate Quote							
Remove/ Blank-off (1)-Duplex Receptacle & (2) 4-plex Receptacles	Low Quote	Alternate Quote							
Remove & Relocate (4) 2' x 4' Ceiling Light Fixtures	Low Quote	Alternate Quote							
Remove & Relocate UPS Lighting System Control Box in Ceiling	Low Quote	Alternate Quote							
Remove & Relocate Emergency Light in Ceiling	Low Quote	Alternate Quote							
Remove & Relocate 2' x 2' HVAC Supply Duct & Register	Low Quote	Alternate Quote							
<i>Exterior Demolition -</i>									
Remove Concrete Parking Space Vehicle Stops (3) & Dispose	Low Quote	Alternate Quote							
Remove Exterior West Door Deteriorated Concrete Approach Ramp	Low Quote	Alternate Quote							
<i>Interior Additions- Area Cooler Space</i>									
Install Hose bib Water Connection near Sink, with Wall Mounted Hose & Reel	Low Quote	Alternate Quote							
Install Cooler & Cooler Walls					Low Quote	Alternate Quote			
Install Condensor/ Evaporaters Refrigerant, & Line Sets					Low Quote	Alternate Quote			
<i>Interior/ Exterior Additions</i>									
Install New Exterior West Door Concrete Accessible Ramp Approach									
Reinstall Existing Carpet to Utility Closet (hallway) after Drain Line Installation	Low Quote	Alternate Quote							
Office "C" Replace / Re-key (2) Hardware Locks	Low Quote	Alternate Quote		Thompson Solutions					
Install Electrical Circuit Supply Wiring to Interior Cooler Evaporators (2), Controls, Lighting, & Exterior Condensing Unit (1)	Low Quote	Alternate Quote							
Replace (2) Existing Exterior Security Lights with New Model Sylvania Model WALPAKN7A/110UNVD8SC2/BZ/P or Equivalent	Low Quote	Alternate Quote							
Hardwire New Electrical Circuit and Install (3) Additional Exterior Security Lights Sylvania Model WALPAKN7A/110UNVD8SC2/BZ/P or Equivalent	Low Quote	Alternate Quote							
Rewire/ Reconfigure Electrical Light Switches in Main Medical Examiner Open Office Area & Cooler Room Door Entrances	Low Quote	Alternate Quote							
Install Exterior West Entrance Knox Box Model 3200	Low Quote	Alternate Quote							
Install (2) 6' Tall Vinyl Privacy Fences (Beige Color)- 12' of Fence Each Side (North & South Sides 24' total) of Exterior Door	Low Quote	Alternate Quote							
Install (2) 3' Tall Parking Lot Bollards at South Privacy Fence	Low Quote	Alternate Quote							
Install Card Access System with (2) Access Badge Readers, (2) Electronic locks, (2) Motion Sensors, & (2) Request to Exit Buttons			NCP						
Install (2) Ring Doorbell/ Cameras, (2) Doorbell Chimes one at each Door Entrance	Low Quote	Alternate Quote							
Install/ Coordinate Data Lines for Computer, Telephone, & Print/ Copy/ Scanner	Low Quote	Alternate Quote							
Install (3) Ultra-Violet Air Purification Systems One for each of the Three Air Handling Units							Alternate Quote	Low Quote	



Sands Construction
Ryan (712)898-7811
Union Trained
Insured & Bonded



Date: 3/10/26

Job Number: 0005085 County VA Clinic/Examiners

Demoing concrete outside of back walk in door and making a ramp leading to door and removing parking barricades, tearing up 621 sf of glued carpet and grinding and removing all glue and sealing floor. Eliminate drain and covering windows. Framing in dividing wall between VA and other offices and finishing, changing and rekeying doors and cutting in knox box. And running all power to new cooler space area and demoing lights and outlets on walls in room and installing 5 commercial led lights on exterior of building with sku numbers. In addition to new instructions we will be adding another lockset, demoing steel jamb and door in wall and relocating across from it and filling in existing doorway back in and finishing. Purchasing and installing 2 sections 12' long of vinyl fencing and 2 steel bollards on back two corners of building. Removing some more light switches and adding some light switches to compensate for adding walls and removing 3 way switches for hallway and more lighting, demoing restroom and adding new on demand hot-eater heater and hose connection for wash down

Total \$ 55,246.67



Home Improvement INC

900 W 25th St, Unit 4

712-898-8291

krhomeremodel@yahoo.com

Kenny Schmitz

1211 Triview Ave,

Sioux City, IA.

We will be completing all the work that is outlined on the scope of work that you provided me with. That includes all Interior Building Offices/Separation, Interior Demolition-Cooler Area Space, Interior Additions-Cooler Area Space, Exterior Demolition, Interior/Exterior Additions.

Project Total: \$60,500.00

Thank you for allowing us the opportunity to provide you with this estimate. We look forward to possibly working together.

Thank you,

Kevin Rasmussen

SIGN: _____

DATE: _____

NCP Management LLC.

3524 Nebraska Street
Sioux City, IA 51104
712-490-8351

Woodbury County VA Office
Sioux City, IA

Cost for labor and materials to install 2 Ring 4K Wired Doorbell Pro PoE (3rd Gen) camera's. Install conduit and Mount single gang water tight box on outside wall for Doorbell Camera. Run data cable from network rack to cameras. Install Round Weatherproof box for motion sensing flood light at back door. Run one outdoor rated data cable from data closet to the cooler evaporator. Terminate, test and label all cables.

(Owner will need to have Electrician wire in Motion Sensing light)

Cost: \$1,988.04

Cabling Products	Qty.
CAT6 Plenum Cable Blue Outdoor Rated	100
CAT6 Plenum Cable - Blue	125
CAT6 RJ45 Modular Jacks - Blue	3
RJ45 Male ends	3
Accessories	
1/2" EMT Conduit	1
Water Tight 1 gang Electrical Box	1
Round Metal Weatherproof Box	1
Velcro Ties	1
Labeling materials	1
Ring 4K Wired Doorbell Pro PoE (3rd Gen)	2
Motion Sensing Flood Light	1



866.258.8462
 2300 7th St.
 Sioux City, IA 51105
<http://thompsonsolutionsgroup.com/>

Date:	Monday, November 10, 2025
Attn:	Kenny Schmitz
Phone:	
E-Mail:	kschmitz@woodburycountyiowa.gov
Fax:	

Ship To:	Woodbury County Commission of Veteran Affairs	Bill To:	Woodbury County Building Services
Street:	1211 Tri View Avenue	Street:	401 8th Street
Street 2:		Street 2:	
City:	Sioux City	City:	Sioux City
State:	IA	State:	IA
	Zip: 51103		Zip: 51101

Qty	Material Description
1	Millennium Enhanced Site Control Unit (ESCU)
1	Enhanced DCD Two Door Controller
1	HID Signo Card Reader, Pigtail, Wide, STD Configuration
1	HID Signo Card Reader, Pigtail, Narrow, STD Configuration
1	Life Safety Power Supply Dual Voltage
2	Altronix SPACER3 Standoff, Aluminum, 5/8 inch Packs of 25
1	WMD Rackmount PDU 6/5-20R Rear W/ ON-OFF Switch Surge Protec
3	12V 7Amp Battery
1	Access Control Cable, 18/4 nsh, 22/3 sh, 22/2 nsh, 22/4 nsh
1	ZERO CAT6 Patch Cord, Blue, 10ft

Total Sales Price	\$8,115.24
Sales Tax	\$0.00
Total	Quote Valid Until 12/10/2025
	\$8,115.24

Description of Installation Services

Proposal to install access control for two doors at the Woodbury County Commission of Veteran Affairs Building. Proposal includes material listed, cabling, terminations, programming and testing. Thompson to install access control to the North Entrance and West Entrance of the Building. Thompson to use the existing Von Duprin 24VDC Strikes already installed at each door. Thompson to install the control panel and power supply in the customer's Mechanical/Electrical Closet below the existing Data Wall Rack. Thompson will work with Woodbury County's IT Department to connect this building to the County's existing Millennium Access Control System. The access control panel will communicate back to the Millennium Ultra Server over the county's network.

****Woodbury County's IT Department to provide one network port for network connectivity.****

Clarifications & Exclusions:

- All work to be performed during standard operating hours (M-F, 7:00am-3:30pm).
- Patch & Paint by others.
- Any items or conditions to be reused, by others, or assumed to be reused that are found to be inoperable, unusable, or in need of service is not included and can be quoted additionally at the time to repair or replace.
- Any Items not included above are not part of the project and will be additional.

I have reviewed the above estimate and am authorizing purchase of said services and / or products. Labor costs are estimates assuming normal installation. Should issues arise requiring significant additional labor, it will be billed at Thompson Solutions Group's normal hourly rate.

Client Name (Please Print)	Client Approval Signature	Date
Johnny Cornish - Thompson		Date 11.10.25

Any use tax due on materials purchased by Thompson Solutions Group is included in the price above. **Applicable sales tax will be added to invoices as issued.** This quotation constitutes an offer to sell which expressly limits acceptance to the terms of this offer accompanying this quotation. This offer shall be valid for a period of 30 days from the date of this offer. All invoices are **Net 30 Days** from date of invoice with an active credit account. Past due invoices will be assessed 1.5% interest per month on the unpaid balance. Thompson Solutions Group reserves the right to withhold services when an account is past due. Changes to the scope of work require agreement by the customer and Thompson Solutions Group. A minimum of 25% restocking fee will be charged on returnable material. Material must be returned within 15 days of installation.

WARRANTY

Thompson Solutions Group facilitates a manufacturer's warranty of hardware or software for one year from installation unless otherwise specified. **After 90 days**, labor to replace defective hardware or software during the manufacturer's warranty will be billed out at normal rates. Equipment not installed by Thompson Solutions Group is not covered under this warranty. Acts of God, fire, violence, abuse, negligence, and intrusion of equipment or software are not covered by Thompson Solutions Group's warranty.

TARIFF AND SUPPLY CHAIN NOTICE

In the event that tariffs, duties, taxes, or other governmental charges are imposed on the materials required for the project, any additional costs will be the sole responsibility of the owner. Thompson Solutions Group will work directly with the owner and/or General Contractor and may adjust pricing accordingly based on changes to applicable tariffs. The lead time for all materials included in this Proposal are subject to change by the manufacturer. Any delays in material delivery arising from unforeseen disruptions within the global supply chain shall be considered unavoidable delays and will not be deemed a breach by either party, allowing for reasonable time extensions to the overall schedule, as necessary.



Quote

02/02/2026

Project:

Woodbury Co Morgue 2026
 Kenny Schmitz-
 kschmitz@woodburycountyiowa.go
 v
 Kenny- 712-279-6539
 Sioux City, IA 51103

From:

Refrigeration Engineering - IA
 Jon Rosenthal
 2121 Floyd Blvd.
 Sioux City, IA 51104-3333
 712.258.0179
 (712)258-0179 (Contact)
 Url: www.chillmasters.biz
 Jon@Chillmasters.biz

Item	Qty	Description	Sell	Sell Total
1	1 ea	WALK IN COOLER, MODULAR, REMOTE Leer Inc. Model No. CUSTOM Indoor Walk-in Cooler, 17'-4" W x 14'-5 1/2" L x 8'-2" H, Without Floor, 4.25" thick walls, 26 gauge stucco galvanized Acrylic coated on all interior & exterior surfaces, (2) door with 60" x 84" (2) third hinge, (2) Support wheel kit, (1) hinged left, (1) hinged right. prewired LED light fixture, (2) LED 4' lights shipped loose. Dimensions 91(h) x 96(w) x 96(d)	23,563.86	23,563.86
	1 ea	Heatcraf CCH0025 Med Temp Condensing Unit, pre-assembled high ambient, Scroll compressor, R-454A, 20,310 BTU/H, pre-wired/mounted accessories, 2.5 hp, 208-230v/60/1-ph, 95°F ambient temp, Made in USA	5,116.05	5,116.05
	1 ea	Heatcraf Refrigeration Detection System, 3/8" Solenoid Valve, A2L Check Valve	231.25	231.25
	1 ea	Heatcraf CEL0155 Intelligen Controller, Med Temp Evaporator Coil, for R-454A, 17,000 BTU, (3) fans, air defrost, 115v/60/1-ph	3,810.98	3,810.98
	1 ea	Heatcraf IWC Intelligen iWC card	260.00	260.00
			ITEM TOTAL:	32,982.14
2	1 ea	INSTALLATION Ace Refrigeration Model No. INSTALL REFRIGERATION New Walk-in Install includes Delivery, Set up of Panels New Refrigeration System includes the following: - Delivery and set in place of new refrigeration - Installation of New Refrigeration, to include new copper pipe according to new A2L standard - Advising electrician or plumber if necessary. **PRICE DOES NOT INCLUDE ELECTRICIAN OR PLUMBER**	4,800.00	4,800.00

Item	Qty	Description	Sell	Sell Total
			ITEM TOTAL:	4,800.00
			Total	37,782.14

Unless specified **prices do not include installation or delivery**. A **25% Restocking Fee** will be assessed on **all Special Order Returns**. All plumbing and electrical to be done by others. **All prices** are subject to **applicable tax** and **freight**. Unless noted ALL USED EQUIPMENT IS "**AS IS**".
 Starting 9/1/25 a **3%** charge will be added to all **Credit Card Transactions**

MobiMedical

Mobimedical
1 Mauney Ct
Columbia, SC 29201-5147
Phone: 800-577-4851
Email: sales@mobimedical.com

Order #	Date
INV051955	08/13/2025



Bill To:
Woodbury County (IA) Medical Examiner 2720 Stone Park Blvd Sioux City, IA 51104

Ship To:
Woodbury County (IA) Medical Examiner 2720 Stone Park Blvd Sioux City, IA 51104

Customer: Woodbury County (IA) Medical Examiner

Contact: Liz Ford

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
thomas@mobimedical.com	CIA	Origin	Will Call		06/12/2025

Item #	Type	Number	Description	Unit Price	Qty Ordered	Total Price
1	Sale	MOBI-C-WI-MC-AWC	Custom Walk-In Cooler 15' x 18' x 8' 5"	\$25,549.00	1 ea	\$ 25,549.00
2	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 766.47
3	Sale	2BMC-UP	2 Body Upright Mortuary Cooler	\$8,299.00	1 ea	\$ 8,299.00
4	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 248.97
5	Sale	MOBI-COOLER	MOBI HEAVY-DUTY CASTERS FOR MORTUARY COOLERS	\$350.00	1 ea	\$ 350.00
6	Sale	MOBI-5T-SLSR-P	5 Tier MOBI Side Loading Mortuary Roller Rack	\$2,134.00	2 ea	\$ 4,268.00
7	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 128.04
8	Sale	HDSL-BDS-LP	MOBI Crematory Battery Powered Low Profile Scissor Lift with Scale	\$7,094.00	1 ea	\$ 7,094.00
9	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 212.82
10	Sale	MOBI-CSC	MOBI Cadaver Stretcher Cart CUSTOM: 75" x 29"	\$2,195.00	10 ea	\$ 21,950.00
11	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 658.50
12	Sale	SS-BT16G27W-1	MOBI 27" WIDE STAINLESS BODY TRAY W/ HAND CUT OUTS	\$795.95	12 ea	\$ 9,551.40
13	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 286.54
14	Sale	MOBI-ST-2000	Sensor Swarm	\$350.00	1 ea	\$ 350.00
15	Sale	INSTALL	Installation Charges for equipment	\$44,347.75	1 ea	\$ 44,347.75
16	Shipping	Shipping	Shipping Dedicated Truck	\$5,429.00	1 ea	\$ 5,429.00

MobiMedical

Mobimedical
1 Mauney Ct
Columbia, SC 29201-5147
Phone: 800-577-4851
Email: sales@mobimedical.com

Estimate

Order #	Date
INV051955	08/13/2025



PLEASE NOTE: If this is a quote, this quote is valid for 30 days from the date of issue.

Subtotal:	\$124,886.81
Sales Tax:	\$0.00
Total:	\$124,886.81
Paid:	\$0.00
Balance Due:	\$124,886.81

Approval: _____ Date: _____



21562 LAKE AVE
LE MARS, IA 51031

Phone # 712-546-8854
tselectricalautomation@live.com

Estimate

Date	Estimate #
3/3/2026	495

Name / Address
Woodbury County Kenny Schmitz 401 8th Street Sioux City, IA 51101 kschmitz@woodburycountyiowa.gov

Project
Duct Purifier

Description	Qty	Rate	Total
Building Across from Horizon Restaurant Install Purifier on 3 rooftop units. Build bracket and wire as needed. Wire unit as needed. Install 240 volt power supply. NOTE: Duct purifier comes on only when fan is running			
RGF - QRP9	3	455.00	1,365.00
Installation Parts		325.00	325.00
Relays, Wiring, Bracket			
Labor		1,000.00	1,000.00

Subtotal		\$2,690.00
Sales Tax (0.0%)		\$0.00
Total		\$2,690.00

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

Date: 3/11/2026 Weekly Agenda Date: 3/17/2026

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Medical Examiner's Office Services Equipment & Supplies

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

The County Medical Examiner's Office work services requires mobile equipment & supplies necessary to perform related functions.

BACKGROUND:

The Tri-View Facility Occupancy, Services, & uses are changing. The Examiners office requires specialized mobile equipment & supplies to perform related services

FINANCIAL IMPACT:

Quoted Mobile Equipment- (MobiMedical): \$53,627.53
Office Supplies- \$

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 quotes & expenditures necessary to order equipment & supplies

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve MobiMedical Quote (\$53,627.53) & examiner's related office supplies

Mobi Medical

Mobimedical
1 Mauney Ct
Columbia, SC 29201-5147

Order #	Date
INV054339	02/10/2026



Bill To:
Woodbury County (IA) Medical Examiner 2720 Stone Park Blvd Sioux City, IA 51104

Ship To:
Woodbury County (IA) Medical Examiner 2720 Stone Park Blvd Sioux City, IA 51104

Customer: Woodbury County (IA) Medical Examiner

Contact: Liz Ford

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
thomas@mobimedical.com	CIA	Origin	Will Call		02/09/2026

Item #	Type	Number	Description	Unit Price	Qty Ordered	Total Price
1	Sale	2BMC-UP	2 Body Upright Mortuary Cooler	\$8,299.00	1 ea	\$ 8,299.00
2	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 248.97
3	Sale	MOBI-COOLER CASTERS	MOBI HEAVY-DUTY CASTERS FOR MORTUARY COOLERS	\$350.00	1 ea	\$ 350.00
4	Sale	MOBI-5T-SLSR-P	5 Tier MOBI Side Loading Mortuary Roller Rack	\$2,134.00	2 ea	\$ 4,268.00
5	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 128.04
6	Sale	HDSL-BDS-LP	MOBI Crematory Battery Powered Low Profile Scissor Lift with Scale	\$7,094.00	1 ea	\$ 7,094.00
7	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 212.82
8	Sale	MOBI-CSC	MOBI Cadaver Stretcher Cart CUSTOM: 75" x 29"	\$2,195.00	10 ea	\$ 21,950.00
9	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 658.50
10	Sale	SS-BT16G27W-1	MOBI 27" WIDE STAINLESS BODY TRAY W/ HAND CUT OUTS	\$795.95	12 ea	\$ 9,551.40
11	Discount	GSA / Government Discount	GSA / Government Discount			-\$ 286.54
12	Shipping	Shipping	Shipping Dedicated Truck	\$3,650.00	1 ea	\$ 3,650.00

Mobi Medical

Mobimedical
1 Mauney Ct
Columbia, SC 29201-5147

Estimate

Order #	Date
INV054339	02/10/2026



PLEASE NOTE: If this is a quote, this quote is valid for 30 days from the date of issue.

Subtotal:	\$53,627.53
Sales Tax:	\$0.00
Total:	\$53,627.53
Paid:	\$0.00
Balance Due:	\$53,627.53

Approval: _____ Date: _____

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

Date: 3/11/2026 Weekly Agenda Date: 3/17/2026

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz

WORDING FOR AGENDA ITEM:

Tri-View Facility Cooler Service Agreement

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

As requested by the Building Services Department, Ace Refrigeration has provided a Cooler Systems Service Agreement.

BACKGROUND:

The Tri-View Facility Occupancy, Services, & uses are changing.

FINANCIAL IMPACT:

Quoted 3-Year Service Agreement- Ace Refrigeration: \$1,400 (Annually)
(Annual Operating Budget Cost)

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 Service Agreement & Budget Operating allocation

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve Ace Refrigeration 3-Year Service Agreement & Instruct the Building Services Department to apply expenses to the Tri-View Facility Annual Operation Budget



Date: 2/3/26

Re: 3-year (Quarterly) service agreement, morgue cooler

From: Jeff V. Ace Refrigeration D.B.A. Refrigeration Engineering

Agreement Overview

- **Parties:** Ace Refrigeration (Service Provider) and Woodbury County Building Services (Client).
- **Effective Date:** TBD
- **Term:** Three (3) years from the effective date, expiring on (End Date).
- **Equipment Covered:** Walk-in morgue cooler.

Scope of Quarterly Services (PM Checklist)

Maintenance shall be performed **four (4) times per year** (every 90 days) and shall include

- **Cooling System:**
 - Inspect and clean evaporator and condenser coils.
 - Check refrigerant levels.
 - Check operation of evaporator and condenser fan motors.
 - Inspect the suction line insulation and drain lines for blockages.
- **Structural & Mechanical:**
 - Inspect door gaskets and seals for tears or air leaks.
 - Check and adjust (as needed) door hinges, latches, and self-closing mechanisms.
 - Verify the integrity of the emergency release handles.
 - Check for any unusual noises or vibrations
 - Check for any frost build-up or water leaks.

- **Electrical**

- Test defrost timers, controls.
- Inspect wiring for wear or damage.
- Tighten electrical connection and inspect contactors for pitting.

Reporting

- A report explaining possible repairs with cost.
- A report explaining the process.

Compensation & Terms

- **Annual Fee:** \$1,400.00/year, payable (quarterly/annually)
- **Parts & Materials:** All parts & materials for repairs are extra.
- **Termination:** Either party may terminate with (60 days) written notice.

- **CLIENT:**

Signature: _____

Name: _____

Title: _____

Company: _____

Date: _____

- **SERVICE PROVIDER:**

Signature: _____

Name: _____

Title: _____

Company: _____

Date: _____

**SECONDARY ROADS
IMPROVEMENT
REQUESTS**



IMPROVEMENT REQUEST

Secondary Roads Senior Engineering Technician

Department/Division Title:

Woodbury County Secondary Roads

Request:

Approve the creation of a Senior Engineering Technician position within the Woodbury County Secondary Roads Department to provide leadership, mentorship, and advanced project oversight. This position would be filled by promoting one of the existing Certified Engineering Technician II staff, while the other position remains at the current level.

Justification: The Secondary Roads Department currently has two Certified Engineering Technician II staff performing inspections, testing, and project documentation. With increasing project complexity, workload, and compliance requirements, there is a need for a designated leadership role to: provide technical guidance and mentorship to staff, ensuring consistent adherence to Federal, State, and local regulations. Oversee quality control and review of project inspections and documentation. Serve as the lead point of contact for contractor compliance and project coordination. Assist the County Engineer in managing multiple concurrent construction projects efficiently. Establishing this leadership position will enhance efficiency, accuracy, and oversight on critical infrastructure projects, reduce risk of non-compliance, and support succession planning within the department.

Category	Certified Engineering Technician II	Senior Engineering Technician
Project Oversight	Performs inspections and tests under direction of County Engineer or designee	Leads and coordinates inspections, ensures compliance across multiple projects, reviews work of other technicians
Decision-Making	Follows established plans and specifications	Makes independent judgments on complex field issues, recommends solutions to the County Engineer
Technical Knowledge	Knowledge of Iowa DOT I.M.'s, construction materials, survey methods	Advanced knowledge of project specifications, materials testing, and compliance requirements; stays current on evolving regulations and standards
Mentorship & Training	N/A	Provides training, guidance, and mentorship to other technicians
Documentation & Reporting	Prepares daily reports, field books, and Iowa DOT forms	Reviews and validates reports, ensures accuracy, and manages project documentation quality
Contractor Interaction	Observes and reports contractor compliance	Serves as lead contact for contractors, addresses non-compliance, and provides direction in the field
Leadership & Communication	Communicates effectively with team	Facilitates communication across the department between engineering and maintenance, provides leadership on projects, and supports County Engineer in strategic decisions
Problem Solving	Solves routine technical issues	Identifies and resolves complex issues, anticipates potential problems, and develops solutions proactively

Financial Impact:

The estimated annual financial impact of reclassifying one of the Certified Engineering Technician II positions to a Senior Engineering Technician is approximately \$13,956 per year, including salary and benefits. Funding will be supported through existing Secondary Roads revenues and efficiencies associated with improved administrative oversight and financial accuracy.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0020-20-7010-212-10007	Full Time Salary	\$80,932.00	New Position
0020-20-7010-212-11000	FICA	\$8,695.00	Benefit
0020-20-7010-212-11100	IPERS	\$11,395.00	Benefit
0020-20-7010-212-11300	Group Health Insurance	\$29,590.00	Benefit
0020-20-7010-212-11701	Life Insurance	\$58.00	Benefit
0020-20-7010-212-11702	Dental Insurance	\$538.00	Benefit
0020-20-7010-212-11703	LTD Insurance	\$418.00	Benefit
	Total	\$131,628.00	

Submitted by: Laura Sievers, P.E., Woodbury County Engineer



IMPROVEMENT REQUEST

Secondary Roads Clerk II reclassified to Clerk III

Department/Division Title:

Woodbury County Secondary Roads

Request:

Approve the reclassification of the existing Clerk II position to a Clerk III within the Woodbury County Secondary Roads Department to provide advanced clerical, administrative, and financial support necessary to manage increased workload, complexity, and compliance requirements. Simultaneously, the vacated Clerk II position will not be refilled.

Justification:

The Secondary Roads Department has experienced sustained growth in administrative and financial responsibilities per State and Federal requirements, including payroll processing support, equipment and inventory tracking, budget preparation, reporting, equipment warranty tracking, and coordination with multiple county offices, vendors, and the public. These duties require a higher level of independent judgment, accuracy, and accountability than a Clerk II classification provides.

The Clerk III position is also essential to lead the department's transition to an electronic timecard and equipment lifecycle tracking system. Responsibilities will include vendor/program selection, implementation, and staff training. Until a suitable system is in place, this position will convert existing paper records into Excel for accurate recordkeeping and analysis. This ensures continuity, accuracy, and improved operational efficiency for a department responsible for significant infrastructure assets and expenditures.

Duty / Responsibility	Clerk II	Clerk III
Phone & public inquiries	Answers calls and directs as needed	Serves as primary point of contact; interprets policies, resolves issues independently, refers complex matters
Payroll support	Assists with processing payroll and reviewing accruals	Independently processes payroll, verifies data, resolves discrepancies, and coordinates with other offices
File & record maintenance	Maintains files and periodic reports	Maintains, audits, and organizes complex files and financial records; ensures accuracy and compliance
Equipment tracking	Prepares annual hours/speedometer readings	Collects, analyzes, and maintains detailed equipment records, including costs, maintenance, and lifecycle tracking
Budget & expenditure reporting	Collects data for reports and budgets	Prepares, analyzes, and compiles financial data for budget planning and reporting
Special projects	Performs assigned tasks	Leads projects, including implementation of electronic timecard and equipment tracking system; trains staff on new processes
Compliance & policies	Performs duties as assigned	Exercises independent judgment to ensure compliance with county policies, procurement regulations, and financial procedures
Attendance & accountability	Required	Required; accountable for accuracy, timely completion, and continuity of departmental operations

Financial Impact:

The estimated annual financial impact of reclassifying the Clerk II position to a Clerk III is approximately \$9,814 per year, including salary and benefits. Funding will be supported through existing Secondary Roads revenues and efficiencies associated with improved administrative oversight and financial accuracy.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0020-20-7010-212-10007	Full Time Salary	\$45,583.00	New Position
0020-20-7010-212-11000	FICA	\$5,365.00	Benefit
0020-20-7010-212-11100	IPERS	\$7,031.00	Benefit
0020-20-7010-212-11300	Group Health Insurance	\$18,259.00	Benefit
0020-20-7010-212-11701	Life Insurance	\$36.00	Benefit
0020-20-7010-212-11702	Dental Insurance	\$332.00	Benefit
0020-20-7010-212-11703	LTD Insurance	\$258.00	Benefit
	Total	\$76,864.00	

Submitted by: Laura Sievers, P.E., Woodbury County Engineer

**AUDITOR
IMPROVEMENT
REQUESTS**

Budget Comparison Report

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
				2025-2026 Budget Director	2026-2027 Budget Director	Increase / (Decrease)		
Function: 9011 - AUDITOR REAL ESTATE								
Expense								
0001-06-9011-000-11900	IMPROVEMENT REQUESTS	0.00	0.00	0.00	0.00	268,482.69	268,482.69	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	GIS Analyst Reclass	0.00	0.00	92,188.62				
Budget Director	New 70% Deputy - Real Estate	0.00	0.00	127,359.81				
Budget Director	Replace RE Clerk II with Senior Clerk	0.00	0.00	48,934.26				
Total Expense:		0.00	0.00	0.00	0.00	268,482.69	268,482.69	0.00%
Total Function: 9011 - AUDITOR REAL ESTATE:		0.00	0.00	0.00	0.00	268,482.69	268,482.69	0.00%

Budget Comparison Report

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
				2025-2026 Budget Director	2026-2027 Budget Director	Increase / (Decrease)		
Function: 8110 - STATE ADMINISTRATIVE SERV/AUDITOR/RECORDER								
Expense								
0001-07-8110-000-11900	IMPROVEMENT REQUESTS	0.00	0.00	0.00	0.00	-164,288.74	-164,288.74	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Clerk II to Senior Clerks	0.00	0.00	20,614.72				
Budget Director	GIS Analyst Reclass	0.00	0.00	-92,188.62				
Budget Director	Replace RE Clerk II with Senior Clerk	0.00	0.00	-92,714.84				
Total Expense:		0.00	0.00	0.00	0.00	-164,288.74	-164,288.74	0.00%
Total Function: 8110 - STATE ADMINISTRATIVE SERV/AUDITO		0.00	0.00	0.00	0.00	-164,288.74	-164,288.74	0.00%

Budget Comparison Report

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
				2025-2026 Budget Director	2026-2027 Budget Director	Increase / (Decrease)	
Function: 8000 - REPRESENTATION SERVICES/ELECTIONS ADMINISTRATION							
Expense							
0002-40-8000-000-11900	IMPROVEMENT REQUESTS	0.00	0.00	0.00	48,934.26	48,934.26	0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Replace RE Clerk II with Senior Clerk	0.00	0.00	48,934.26			
Total Expense:		0.00	0.00	0.00	48,934.26	48,934.26	0.00%
Total Function: 8000 - REPRESENTATION SERVICES/ELECTION		0.00	0.00	0.00	48,934.26	48,934.26	0.00%
Total Fund: 0002 - GENERAL SUPPLEMENTAL:		0.00	0.00	0.00	577,883.44	577,883.44	0.00%
Report Total:		0.00	0.00	0.00	32,486.00	801,077.39	2,365.92%

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Auditor/Real Estate (new division)

Request:

1) This request is to fund a new Auditor Appointed Deputy to be paid at 70% of the Auditor's salary with an increase to 75% after 6 months.

2) The deputy would oversee the positions that currently exist: the GIS Analyst and a clerk II. Currently, these 2 individuals are on the Recorder's side of the office.

Justification:

The new position will help to distribute the real estate workload more evenly and help to create an environment that supports continuity of operations of a crucial county responsibility. Today, the real estate portion of the Auditor's Office is shared between the Deputy Auditor and the Deputy Recorder. The Deputy Recorder plans to retire July 2027. She is the sole person that has crucial duties in the real estate cycle, such as splitting and combining parcels, reviewing subdivisions, maintaining drainage ditches, and writing legals for taxation. The new position will allow the county to maintain a seamless transition so she can share her extensive amount of knowledge and experience with the new deputy. Additionally, the Deputy Auditor has the role of creating the tax valuation files and the tax roll as well as maintaining parcels in our software. With increasing legislation on payroll reporting and auditor requirements, the workload for the Deputy Auditor is steadily increasing, making it difficult to efficiently carry on the real estate responsibilities.

Financial Impact: \$127,359.81

Recap	Gross	Deductions	Taxes	Net Pay
Employee	84,178.95	8,714.86	6,178.05	69,286.04
Employer		37,002.81	6,178.05	
Budget Amount	84,178.95	37,002.81	6,178.05	127,359.81

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-06-9011-000-11900	Improvement Request	\$127,359.81	Real Estate Deputy
***Upon approval, GL lines will be redistributed to payroll			
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Auditor/Real Estate (new division) and Elections

Request:

1) This request is to replace the Real Estate Clerk II with a Senior Clerk to be funded 50% from real estate and 50% from elections

Justification:

The position and pay grade change is requested based on my analysis of the workload of both elections and real estate. Since this individual will have an increase in job responsibilities and training, the grade change is warranted. By splitting the funding source, they would be able to perform the key job duties during the peak times in real estate and elections.

Financial Impact: \$5,153.68

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-07-8110-000-11900	Improvement Request	-\$92,714.84	Clerk II to Senior Clerk
0002-40-8000-000-11900	Improvement Request	\$48,934.26	50% Elections Senior clk
0001-06-9011-000-11900	Improvement Request	\$48,934.26	50% Real Estate Senior clk
(50% real estate/50%elections)			
***Upon approval, GL lines will be redistributed to payroll			
Total:		\$5,153.68	

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Auditor/Real Estate GL line redistribution

Request:

1) This request is expense line change only

Justification:

This request is contingent on the approval of a real estate deputy. If approved, the GIS Analyst would be funded by the real estate division.

Financial Impact: \$0

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-07-8110-000-11900	Improvement Request	-\$92,188.62	GIS Analyst
0002-06-9011-000-11900	Improvement Request	\$92,188.62	GIS Analyst
***Upon approval, GL lines will be redistributed to payroll			
Total:		\$0	

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Auditor/Recorder

Request:

1) This request is to replace two recorder Clerk II Recorders and two vitals Clerk II with four Senior Clerks

Justification:

The position and pay grade change is requested based on my analysis of creating an efficient workflow and maintaining staff that can efficiently serve the public while allowing for time off as needed for vacation, personal days, etc. Since these individuals will have an increase in job responsibilities and training as they will be cross trained on two positions, the grade change is warranted.

Financial Impact: \$5,153.68 each (\$20,614.72)

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-07-8110-000-11900	Improvement Request	\$20,614.72	Clerk II to Senior Clerk
***Upon approval, GL lines will be redistributed to payroll			
Total:		\$20,614.72	

**EMERGENCY
SERVICES
IMPROVEMENT
REQUESTS**

Budget Comparison Report

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%
				Parent Budget 2025-2026 Budget Director	2026-2027 Budget Director	to Parent Budget Increase / (Decrease)	
Fund: 0002 - GENERAL SUPPLEMENTAL							
Function: 1200 - EMERGENCY SERVICES/EMERGENCY SERVICES							
Expense							
<u>0002-41-1200-000-11900</u> IMPROVEMENT REQUESTS	0.00	0.00	0.00	0.00	20,058.15	20,058.15	0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	2% to 3.5%	0.00	0.00	7,228.18			
Budget Director	Clerk II to Clerk III	0.00	0.00	9,061.30			
Budget Director	EMT Part if 3.5% Raise	0.00	0.00	298.14			
Budget Director	EMT Part Time from 0.20 to 0.25	0.00	0.00	3,470.53			
Total Expense:	0.00	0.00	0.00	0.00	20,058.15	20,058.15	0.00%
Total Function: 1200 - EMERGENCY SERVICES/EMERGENCY SE	0.00	0.00	0.00	0.00	20,058.15	20,058.15	0.00%

Woodbury County Emergency Services

Board Presentation March 17th, 2026

Goal-

To have an additional Paramedic or two on shift as a second crew

To have the additional crew on at what has been determined the busiest time of day.

To have the additional crew on at what has been determined the busiest day of the week.

To get maximum benefit for the number of Paramedics approved.

To bring in and retain professional experienced medics to respond to all emergencies.

A review from January 2025-December 2025:

Busiest Time of the Day-10AM-11AM

The range is busiest from 8AM-Noon and then again at 5PM then downward.

Busiest Day of the Week

Sunday	189
Monday	183
Thursday	181
Wednesday	178
Saturday	178
Friday	172
<u>Tuesday</u>	<u>171</u>
Total	1,252

Shifts Considered

- **Currently-24 hrs. On 48 hrs. Off 232, 216, or 224 hrs. scheduled for 28 days**
- 10 hrs. Monday through Friday 8am-6pm 200 hrs. scheduled for 28 days
- 12 hrs. Monday through Friday 8am-8pm 240 hrs. scheduled for 28 days
- Two days 12 hrs. 8am-8pm Two days Off repeating 168 hrs. scheduled for 28 days
- “Flight rotation” 2 days On, 3 days off, two days on, two days off, three on to equal 168 hrs. scheduled for 28 days “See attached example”

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Woodbury County Emergency Services is requesting a 1.5% wage increase for staff to include both full-time and part-time employees.

Justification: As Director, I am requesting a 1.5% wage increase **above any cost of living that the Board of Supervisors** may approve within the FY27 budget cycle year. The increase would close the gap that other professional EMS/Fire services are compensating their respective employees.

Financial Impact: \$8,961.72 TOTAL

Regular budget funding: Wage Plan Employees \$224,454.16

Full time EMT and AEMT \$3,300.80 increase

Regular budget funding: Wage Plan Employees Part Time \$49,172.48

Part time EMT and AEMT \$732.12 increase projected (varied hours)

\$4,032.92 COMBINED increase FY27 Regular Budget Wage Plan Employees & Part time

Paramedic budget funding: Wage Plan Employees \$315,710.01

Full time paramedic \$4642.80 increase

Paramedic budget funding: Wage Plan Employees Part time \$19,488.25

Part time paramedic \$286.60 increase projected (varied hours)

\$4,928.80 COMBINED increased FY27 Paramedic Budget Wage Plan Employees & Part time

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0002-41-1200-000-10003	WAGE PLAN EMPLOYEES	+ \$3,300.80	1.5% INCREASE
0002-41-1200-000-10100	WAGE PLAN EMP. PART TIME	+ \$732.12	1.5% INCREASE
0002-36-1201-000-10003	WAGE PLAN EMPLOYEES	+ \$4642.80	1.5% INCREASE
0002-36-1201-00010100	WAGE PLAN EMP. PART TIME	+ \$286.60	1.5% INCREASE
Total:		+ \$8,961.72	

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Emergency Services request to reclassify Dawn Zahnley from a Clerk II Grade 5/Step 5 to a Clerk III Grade 5/Step 5.

Justification: The Clerk II position with Emergency Services has expanded from a Clerk II position to include additional administrative duties and responsibilities to support the Director.

A vast majority of duties and responsibilities she handles daily are above Clerk II level in my opinion as director. Dawn maintains her Iowa EMT Certification and has for nearly 25 years, 21 as an employee with Emergency Services and can respond as needed to assist on calls. Her education, certifications in multiple modalities, and years of experience make her an asset to the department. The experience and knowledge skill set helps to maintain required documents such as state EMS inspections and licensing and communication with the following entities: Iowa Department of Public Health, Bureau of Emergency and Trauma Service, Iowa Board of Pharmacy, service Medical Director, Iowa Donor Network, and Iowa Medical Examiner. An additional task assigned is oversight of scheduling training, monitoring patient care documentation and assisting the director with budgets. She ensures deadlines are met for reports, she manages personnel work schedules. At the local level, she serves as the point of contact for the rural fire and EMS services and serves as the secretary of the County EMS association.

Financial Impact:

FY27 Clerk II \$26.17/hr. for FTE .80 (2086 hrs.=1668.8 hrs.) **\$43,672.50** (Wages ONLY)
(the remaining .20 wages are for FTE (EMT) .20 (of 2764 hrs.) at the hourly rate of \$25.11 2% COLA or \$25.48 3.5%)

FY27 Clerk III \$30.47/hr. for FTE .80 (2086 hrs.-1668.8 hrs.) **\$50,484.34** (Wages ONLY)

The financial impact would be \$6,811.84

FYI..

If moved to FY27 Clerk III \$30.47/hr. for FTE 1.0 (2086 hrs.) \$63,560.42 (Wages Only)

FY27 Clerk II \$26.17/hrs. for FTE .80 (1668.8 hrs) with EMT FTE .20 (2764 hrs.= 552.8 hrs.) 2% COLA \$64,734.14 (Wages Only)

Which is total of 2,221,60 hours per year

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0002-41-41-1200-000-10007	Organized Employees	\$50,484.34	.80 FTE from Clerk II to Clerk III .20 FTE from EMT PT
	Total:	\$50,484.34	

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Adjust the Wage Plan EMP Part Time from FTE .20 back to FTE .25

Justification: This request will transition all the Wage Plan EMT Part Time FTE set at .25. Now with one of the EMTs advanced to Paramedic they moved .05 FTEs to the Paramedic Budget to create that FTE. We are asking to have all Wage Plan Part Time all levels be .25 FTE positions.

Financial Impact:

With 2% COLA the financial impact would be \$3,470.53

With 2% COLA and 1.5% proposed increase the financial impact would be \$3,521.56

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0002-41-1200-000-10100	Wage Plan Emp. PT (2% COLA)	\$17,352.67	
0002-41-1200-000-11000	FICA-CNTY Contribution	\$ 1,075.87	
0002-41-1200-000-11000	FICA-CNTY Contribution	\$ 251.61	
0002-41-1200-000-11100	IPERS	\$ 1,593.84	
	Total:	\$20,273.99	
0002-41-1200-000-10100	Wage Plan Emp. PT (3.5%=2% COLA + 1.5%)	\$17,607.85	
0002-41-1200-000-11000	FICA-CNTY Contribution	\$ 1,091.69	
0002-41-1200-000-11000	FICA-CNTY Contribution	\$ 255.31	
0002-41-1200-000-11100	IPERS	\$ 1,617.28	
	Total:	\$20,572.13	

Budget Comparison Report

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
				2025-2026 Budget Director	2026-2027 Budget Director	Increase / (Decrease)		
Function: 1201 - EMERGENCY SERVICES/EMERGENCY PARAMEDIC SERV.								
Expense								
0002-36-1201-000-11900	IMPROVEMENT REQUESTS	0.00	0.00	0.00	0.00	508,891.03	508,891.03	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	2% to 3.5% on existing positions	0.00	0.00	6,635.56				
Budget Director	3 FTE Positions additional 1.5%	3.00	1,339.37	4,018.11				
Budget Director	6 part time additional 1.5%	6.00	334.85	2,009.10				
Budget Director	Add 3 FTE EMS Positions	3.00	119,871.18	359,613.54				
Budget Director	Shift 6 part time Paramedic from .05 to .25	6.00	22,769.12	136,614.72				
Total Expense:		0.00	0.00	0.00	0.00	508,891.03	508,891.03	0.00%
Total Function: 1201 - EMERGENCY SERVICES/EMERGENCY P		0.00	0.00	0.00	0.00	508,891.03	508,891.03	0.00%

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: To add 3 FTE EMS operation officer positions. The positions requested would be three (3) paramedics. This request and the re-established paramedic would provide additional staffing to handle increased need for EMS response.

Justification: There is a need to add staff for EMS coverage. Stats show that highest call volume and need for assistance is during the daytime when volunteer members are unavailable. The funding would provide 3 additional paramedics.

Financial Impact: \$359,613.54

Paramedic budget funding: Wage Plan Employees

One (1) Paramedic Operations Officer FTE \$119,871.18 per paramedic

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
	Wage Plan Paramedic		
0002-36-1201-000-10003	WAGE PLAN EMPLOYEES	233,859.27	
0002-36-1201-000-11703	LTD INSURANCE	826.20	
0002-36-1201-000-11701	LIFE INSURANCE	115.20	
0002-36-1201-000-11100	IPERS-CNTY CONTRIBUTION	21,479.97	
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	13,863.15	
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	3,242.19	
0002-36-1201-000-11300	EMPLOYEE HOSPITALIZATION	85,170.24	
0002-36-1201-000-11702	DENTAL INSURANCE	1,057.32	
	Total:	\$359,613.54	

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Adjust the Paramedic Budget Wage Plan Employees Part time from .05 FTEs to .25 FTEs

Justification: The part time Paramedic FTE hours .05 need to be adjusted to reflect the correct hours for time budgeted. The current calculation used to determine hours and wages for part time paramedics creates a deficiency from the start. This change would create a realistic budget number that anticipates use of benefits earned by employees.

Currently there are three part time EMT/AEMTs calculated at .25 FTEs which are fiscally realistic.

There are six part time Paramedics calculated at .05 FTEs, which is not an accurate representation of the schedule we operate.

Financial Impact:

With 2% Board of Supervisors suggested COLA the financial impact would be \$97,826.77

With 3.5% (2% COLA plus 1.5% requested) the financial impact would be \$99,835.87

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
			<u>6 PT PM @ .25 FTE</u>
0002-36-1200-000-10100	PM Wage Plan Emp. PT	19,488.27	116,929.62
0002-36-1201-000-11100	IPERS-CNTY CONTRIBUTION	1,790.00	10,740.00
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	282.58	1,695.48
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	1,208.27	7,249.62
EACH PART TIME PARAMEDIC AT THE 2% BOARD ADJUST.		\$22,769.12	\$136,614.72
0002-36-1201-000-10100	WAGE PLAN EMP. PART TIME	19,774.87	118,649.22
0002-36-1201-000-11100	IPERS-CNTY CONTRIBUTION	1816.32	10,897.92
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	286.74	1,720.44
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	1226.04	7,356.24
EACH PART TIME PARAMEDIC AT THE 1.5% REQUESTED BEYOND		\$23,103.97	\$138,623.82
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Full reinstatement of the full time paramedic position

Justification: Last year as part of the FY26 budgeting process, it was decided to freeze that position for a year after being left unfilled. Woodbury County Emergency Services is requesting full reinstatement of the FTE position and authorizing hiring within the FY27 budget year.

Financial Impact: \$119871.09 for wages and benefits

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0002-36-1201-000-10003	WAGE PLAN EMPLOYEES	77,953.09	
0002-36-1201-000-11703	LTD INSURANCE	275.40	
0002-36-1201-000-11701	LIFE INSURANCE	38.40	
0002-36-1201-000-11100	IPERS-CNTY CONTRIBUTION	7,159.99	
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	4,621.05	
0002-36-1201-000-11000	FICA-CNTY CONTRIBUTION	1,080.73	
0002-36-1201-000-11300	EMPLOYEE HOSPITALIZATION	28,390.08	
0002-36-1201-000-11702	DENTAL INSURANCE	352.44	
	Total:	\$119,871.18	

**MEDICAL EXAMINER
IMPROVEMENT
REQUESTS**



Woodbury County

Budget Comparison Report

Account Detail

Account Number	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%
				Parent Budget 2025-2026 Budget Director	2026-2027 Budget Director	to Parent Budget Increase / (Decrease)	
Fund: 0001 - GENERAL BASIC							
Function: 1110 - LEGAL SERVICE/MEDICAL EXAMINATIONS							
Expense							
0001-28-1110-000-11900 IMPROVEMENT REQUESTS	0.00	0.00	0.00	0.00	119,000.00	119,000.00	0.00%
Budget Detail							
Budget Code		Units	Price	Amount			
Budget Director		0.00	0.00	99,000.00			
Budget Director		0.00	0.00	20,000.00			
Total Expense:	0.00	0.00	0.00	0.00	119,000.00	119,000.00	0.00%
Total Function: 1110 - LEGAL SERVICE/MEDICAL EXAMINATIO	0.00	0.00	0.00	0.00	119,000.00	119,000.00	0.00%

Budget Comparison Report

Fund Summary

Fund	2023-2024 Total Activity	2024-2025 Total Activity	2025-2026 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
				2025-2026 Budget Director	2026-2027 Budget Director	Increase / (Decrease)	
0001 - GENERAL BASIC	0.00	0.00	0.00	32,486.00	223,193.95	190,707.95	587.05%
0002 - GENERAL SUPPLEMENTAL	0.00	0.00	0.00	0.00	577,883.44	577,883.44	0.00%
Report Total:	0.00	0.00	0.00	32,486.00	801,077.39	768,591.39	2,365.92%

Woodbury County
 Current Proposed Budget - No Change in Levy Rate
 For the Year Ending June 30, 2027
 As of 3-17-2026

	General Basic Fund 0001	General Supp Fund 0002	Rural Basic Fund 0011	Rural Supp Fund 0012	Debt Service Fund 2000
Current Revenue Budget	\$ 41,183,394	\$ 16,362,966	\$ 3,978,752	\$ -	\$ 7,304,697
Current Expenditures Budget	\$ (41,825,125)	\$ (17,538,746)	\$ (4,093,184)	\$ -	\$ (7,304,697)
Increase/Decrease in Cash Balance	\$ (641,730)	\$ (1,175,780)	\$ (114,432)	\$ -	\$ -
Projected Cash Balance 6-30-2026	\$ 10,736,863	\$ 836,176	\$ 601,509	\$ (1,419)	\$ 298,301
Increase/(Decrease) in Fund Balance	\$ (641,730)	\$ (1,175,780)	\$ (114,432)	\$ -	\$ -
Estimated Cash Balance 6-30-2027	\$ 10,095,133	\$ (339,605)	\$ 487,077	\$ (1,419)	\$ 298,301
Estimated Reserve % to FY27 Budget	24.1%	-1.9%	11.9%	#DIV/0!	4.1%

	FY 2026	FY 2027 SAME	Change	% Change
General Basic	3.81720	3.70602	(0.11118)	-2.9%
General Supplemental	2.41826	2.59945	0.18119	7.5%
Debt Service	0.87572	0.80571	(0.07001)	-8.0%
Total Countywide	7.11118	7.11118	(0.00000)	0.0%
Rural Basic	2.36559	2.41287	0.04728	2.0%
Rural Supplemental	0.04728	-	(0.04728)	-100.0%
Total Rural	9.52405	9.52405	(0.00000)	0.0%