



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
( MARCH 24, 2026) (WEEK 13 OF 2026)

Live streaming at:

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

Agenda and Minutes available at:

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

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held March 24, 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.

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## AGENDA

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

1. Approval of the agenda

Action

### **Consent Agenda**

**Items 2 through 5 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

2. Approval of the minutes of March 17, 2026
3. Approval of claims
4. Board Administration – Karen James  
Approval of resolution for a tax suspension for E.W.
5. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process

## End of Consent Agenda

6. County Treasurer – Tina Bertrand  
March Property Tax deadline and DCS applications Information
  
7. Building Services – Kenny Schmitz
  - a. Approval to set the Courthouse Freight Elevator Project public hearing date of March 31, 2026, at 4:40 p.m. Action
  - b. Authorize Building Services Department to “Open” bid submissions 4/07/26 at 3:00 p.m., County Courthouse Board office, “Receive” bids 4/07/26 at 4:42 p.m. Board of Supervisors meeting room and approve contract with lowest responsive, responsible bidder Action
  
8. Board Administration – Ryan Ericson  
Approval of the Participation Form for the National Opioids Settlement- Six Remnant Defendants Action
  
9. Budget Review Discussion for FY 27  
Miscellaneous Review – All Funds Action
  
10. Reports on Committee Meetings Information
  
11. Citizen Concerns Information
  
12. Board Concerns Information

## ADJOURNMENT

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- 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.
- THU., APR 2**     **12:00 p.m.**    SIMPCO Regional Policy and Legislative Committee, 6401 Gordon Drive
- MON., APR 6**     **5:00 p.m.**    Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., APR 8**     **7:30 a.m.**    SIMPCO Executive Finance Committee, 6401 Gordon Drive
- 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<sup>th</sup> Street
- THU., APR 23**    **11:00 a.m.**    Siouxland Regional Transit Systems (SRTS) Board Meeting, 6401 Gordon Dr.
- MON. APR 27**    **5:00 p.m.**    Zoning Commission Meeting, Courthouse Basement Boardroom
- 1:00 p.m.**    Region IV Hazardous Materials Response Commission, 6401 Gordon

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 17, 2026, TWELFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, March 17, 2026, at 4:30 p.m. Board members present were Carper, Dietrich, Nelson, Ung, and Bittinger II. Staff members present were Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Joshua Widman, Assistant County Attorney, Melissa Thomas, HR Director, and Michelle Skaff, Auditor/Clerk to the Board.

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

1. Motion by Nelson second by Dietrich to approve the March 10, 2026 agenda. Carried 5-0. Copy filed.

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

2. To approve minutes of the March 10, 2026 meeting. Copy filed.
3. To approve the claims totaling \$570,071.06. Copy filed.
4. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes through the redemption process for Tami Tillack, parcel #894715481013.

**WOODBURY COUNTY, IOWA**  
**RESOLUTION #14,013**  
**RESOLUTION APPROVING PETITION FOR SUSPENSION**  
**OF TAXES THROUGH THE REDEPTION PROCESS**

**WHEREAS**, Tami Tillack and as titleholder of property located at 2807 Irene Street, Sioux City, Iowa, Woodbury County, Iowa, and legally described as follows:

**Parcel # 894715481013**

**SPRINGDALE LOT 17 BLOCK 2**

**WHEREAS**, Tami Tillack, as titleholder of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code Section 447.9(3) and,

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Woodbury County Board of Supervisors hereby directs the County Auditor to redeem this property Parcel #894715481013 owned by the petitioner from the holder of a certificate of purchase of the amount necessary to redeem under section 447.9, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this parcel.

**SO RESOLVED** this 17th day of March, 2026.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

5. To receive the appointment of Gary Jordan, 1479 Harrison Dr., Cherokee, to Director District II, Western Iowa Tech to fill office previously held by Brad Griffin, until the next regular election. Copy filed.
- 6a. To approve the separation of Brayden Bumstead, Civilian Jailer, County Sheriff Dept., effective 03-19-2026. Resigned. Copy filed.
- 6b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept. CWA Civilian: \$26.04/hour. Copy filed.

- 6c. To approve the tentative agreement and it's amendment with the Communications Workers of America, AFL-CIO Deputy Sheriff's CWA 7177. Copy filed.

Carried 5-0.

- 7. Motion by Nelson second by Bittinger to award the contract project L-B(U155)—73-97 bridge replacement project to Dixon Construction for \$402,626.80. Carried 5-0. Copy filed.

- 8. Motion by Ung second by Nelson to approve a new Woodbury County Board of Supervisor Agenda Request Form amending it to show "Reviewed by the Attorney's Office" with the checkbox to replace the contract language as proposed. Carried 5-0. Copy filed.

- 9a. Motion by Bittinger second by Nelson to approve Construction quotes totaling \$105,822.09 and an additional \$2,000 for unforeseen costs for the Tri-View Facility. Carried 5-0. Copy filed.

- 9b. Motion by Bittinger second by Nelson to approve MobiMedical quote for \$53,627.53 & examiner's related supplies for Tr-View facility occupancy, services, & uses. Carried 5-0. Copy filed.

- 9c. Motion by Nelson second by Carper to approve Ace Refrigeration 3-Year Service Agreement and instruct the Building Services Department to apply expenses to the Tri-View Facility Annual Operation Budget. Carried 5-0. Copy filed.

- 10a1. Motion by Nelson second by Bittinger to approve the Secondary Roads Senior Engineering Technician request. Carried 5-0. Copy filed.

Motion by Dietrich second by Bittinger to move Secondary Roads Clerk II to a Senior Clerk. Carried 3-2, Nelson and Ung opposed.

- 10a2. Motion by Ung second by Nelson to remove the Auditor's Real Estate Deputy funding. Carried 5-0. Copy filed.

Motion by Nelson second by Ung to remove the general ledger line change for the GIS analyst. Carried 5-0. Copy filed.

Motion by Nelson second Ung by to change the general ledger line from real estate to recorder for the 50% portion the real estate/elections senior clerk improvement request. Carried 4-1, Ung opposed. Copy filed

- 10a3. Motion by Nelson second by Dietrich to receive a document from EMS Director Baier. Carried 5-0. Copy filed.

Motion by Nelson second by Dietrich to remove two paramedics from the Emergency Services Improvement request in the amount of \$119,871.18 each. Carried 5-0. Copy filed.

Motion by Dietrich second by Bittinger to remove the Emergency Services Improvement request for an additional 1.5% increase for EMS staff. Carried 5-0. Copy filed.

Motion by Ung second by Bittinger to remove the Improvement requests changing the EMS clerk II to an EMS clerk III. Carried 4-1, Nelson opposed. Copy filed.

Carper left the meeting at 6:30 p.m.

- 10a4. No action was taken on the Medical Examiner's Improvement requests. Copy filed.

- 10b. No action was taken miscellaneous review of All funds. Copy filed.

- 12. The Board shared reports on committee meetings.

- 13. Conservation Director Heissel addressed the board regarding seasonal staff.

County Treasurer Bertrand addressed the board regarding tax bill deadlines and information.

Ryan Ericson addressed the board with budget updates.

14. Board concerns were heard.

The Board adjourned the regular meeting until March 24, 2026.

Meeting sign in sheet. Copy filed.

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

Date: 3/19/26 Weekly Agenda Date: 3/24/26

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Karen James - Admin. Assistant

**WORDING FOR AGENDA ITEM:**

Approval of resolution for a tax suspension for E.W.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

E.W. is requesting a tax suspension.

**BACKGROUND:**

E.W. was approved for a tax suspension on February 27, 2024. Annual tax suspension re-certify letters went out to E.W. starting in November. E.W. failed to re-certify the income by the deadline of February 1. Board lifted the tax suspension on February 17, 2026.

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

Consider this request for a tax suspension for E.W. If the Board approves this request, the suspension resolution requires the chairman's signature.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the resolution for a tax suspension for E.W.

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** March 24, 2026

**\* PERSONNEL ACTION CODE:**

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

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Byers, Jason	Secondary Roads	03-17-2026	Equipment Operator			S	Resigned
Peck, Kyrese	Secondary Roads	03-30-2026	Motor Grader Operator	\$29.34/hour	1%=\$0.31/hr	R	Per CWA Roads - Move from Step 1 to Step 2. Anniversary Date: 4/3/26
Gibson, John	Secondary Roads	03-30-2026	Motor Grader Operator	\$29.34/hour	1%=\$0.31/hr	R	Per CWA Roads - Move from Step 1 to Step 2. Anniversary Date: 4/3/26
Jorgensen, Nicholas	Juvenile Detention	03-30-2026	Youth Worker - PT	\$22.71/hour	0%	O	In-House Job Vacancy Posted on 3/11/26. Move from Temp to Regular PT
Campbell, Randi	Sheriff's Office	06-05-2026	Clerk III			S	Retired

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

**MELISSA THOMAS, HR DIRECTOR:**

*Melissa Thomas*

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: January 24, 2026

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Juvenile Detention	Youth Worker – PT Temp	AFSCME Juvenile: \$22.71/hour		
Secondary Roads	Equipment Operator	CWA Roads: \$27.86/hour		

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



## Woodbury County Secondary Roads Department

759 E. Frontage Road · Merville, Iowa 51039

Telephone (712) 279-6484 · (712) 873-3215 · Fax (712) 873-3235

To: Human Resources Department  
From: Laura Sievers, PE, Woodbury County Engineer  
Date: March 18, 2026  
Subject: Equipment Operator - District 4 Oto Shop

Secondary Roads would like to begin the hiring process for an Equipment Operator position assigned to the semi-truck based out of the District 4 Oto Shop. This position will primarily be responsible for hauling gravel with the semi-truck and will be responsible for a snowplow route during the winter season.

Please advise on the schedule for the internal posting. Thank you for your time and assistance.

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

Date: 3/19/26 Weekly Agenda Date: 3/24/26

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Tina Bertrand, County Treasurer

**WORDING FOR AGENDA ITEM:**

Information only - March Property Tax deadline and DCS applications

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Public information reminder regarding March property tax payment deadline along with deadline for submittal of 2025 DSC credit application

**BACKGROUND:**

Since property tax statements are issued only in August the March payment is frequently missed resulting in penalties and interest.

**FINANCIAL IMPACT:**

none

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

Yes  No

**RECOMMENDATION:**

Information only

**ACTION REQUIRED / PROPOSED MOTION:**

Information only

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

Date: 3/18/2026 Weekly Agenda Date: 3/24/2026

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Freight Elevator Project- Public Hearing Date

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The local business required by Iowa Code was not able to issue public notice within Iowa Code requirements (not less than 4 days and not more than 20 days). The original hearing date must be changed.

**BACKGROUND:**

The Board of Supervisors originally approved a project hearing date of March 24th, 2026.

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

Set the Courthouse Freight Elevator Project Public Hearing Date of March 31st, 2026, 4:40pm

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to set the Courthouse Freight Elevator Project Public Hearing Date of March 31st, 2026, 4:40pm, Woodbury County Courthouse.

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

Date: 3/18/2026 Weekly Agenda Date: 03/24/2026

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Freight Elevator Project-  
Set Dates, Times, Places to "Open", "Receive" Bid Submissions & "Award" Contract

**ACTION REQUIRED:**

Approve Ordinance  Approve Resolution  Approve Motion   
Public Hearing  Other: Informational  Attachments

**EXECUTIVE SUMMARY:**

Pursuant to Iowa Chapter 26 Building Services Requests setting Dates, Times, & Places to Open & Receive competitive bid submissions

**BACKGROUND:**

03/10/2026- Board Approves Plans, Specifications & Form of Contract to be utilized in Competitive Bid Process  
10/21/2025- Board Approves Project Funding- \$300,000 (Unallocated CIP) & \$60,000 (General Basic)  
12/16/2025- Architects & Engineering Contract Approval

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

Set Dates, times places to "Open" & "Receive" bids

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to authorize Building Services Department to "Open" bid submissions 3/31/26 3:00pm Woodbury County Courthouse Board Office, "Receive" bids 3/31/2026 4:42pm Woodbury County Courthouse Board of Supervisors Meeting & Approve Contract with Lowest Responsive, Responsible Bidder

**SECTION 00 11 13**  
**NOTICE OF HEARING AND LETTING**

A hearing will be conducted on the proposed plans and specifications, the proposed form of contract and estimated cost for the Courthouse Freight Elevator Replacement for the Woodbury County Board of Supervisors, (the "Owner") of Sioux City, Iowa at a meeting of the Board, to be held in the **Woodbury County Courthouse Board of Supervisors Room, 620 Douglas St., Sioux City, Iowa 51101 at 4:40 P.M., on the 31st of March 2026**, at which time and place any person may appear and file any opinion and express their view to the proposed plans, specifications and form of contract and estimated costs for the Project, both orally and in writing.

Sealed bids will be accepted for the Courthouse Freight Elevator Replacement, in Sioux City, Iowa on behalf of the Owner at the **Woodbury County Courthouse, 620 Douglas St., Sioux City, Iowa 51101, in the Board of Supervisors Office at 3:00 P.M., on the 7th of April 2026**. Bids received after this time will not be accepted. All bids shall be made on official bid forms furnished by the Architect and must be enclosed in a separate sealed envelopes and plainly identified and addressed to the Board. If a bid is to be mailed, the bid envelope shall be sealed in a regular mailing envelope. FAX and E-mail Bids will not be accepted. The bidder shall bear sole responsibility for ensuring any bid is received at the correct bid location and by the correct time. The Owner shall have no responsibility regarding the location or timeliness of the receipt of any bid(s). Bids will be publicly opened and read aloud following the closing of the above bid submission deadline.

Each bid shall be accompanied by a bid bond, certified check, cashier's check or certified share draft in a separate sealed envelope, clearly marked "Bid Bond" or Bid Security", in an amount equal to five percent (5%) of the total amount of the bid. The certified or cashier's check shall be drawn on a bank in Iowa or a bank chartered under the laws of the United States of America or the certified share draft shall be drawn on a credit union in Iowa or chartered under the laws of the United States and payable to the Owner. Said check or share draft may be cashed, or the bid bond forfeited as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within ten (10) days of issuance of a Notice of Award and post bond satisfactory to the Owner, insuring the faithful fulfillment of the contract and maintenance of said improvements as required by law. The bid bond should be executed by a corporation authorized to contract as a surety in the State of Iowa and must not contain any conditions either in the body or as an endorsement thereon. Bids received will be acted upon at such later time and place as may then be established. The successful bidder will be notified after the Board of Supervisors awards the contract.

Contract documents may be examined at the office of the Architect, Cannon Moss Brygger & Associates, PC, d/b/a CMBA Architects, 302 Jones St., Suite 200, Sioux City, Iowa 51101, or obtained from the Architect for a \$100 refundable deposit. Contract documents may also be examined at the following Building Exchanges:

1. Sioux City Construction League, 3900 Stadium Drive, Sioux City, IA 51106.
2. Plains Builder's Exchange, 220 N. Kiwanis Ave., Sioux Falls, SD 57104.
3. Sioux Falls Builder's Exchange, 1418 C Ave., Sioux Falls, SD 57104.
4. North Iowa Builder's Exchange, 15 W. State Street, Mason City, IA 50401.
5. Greater Fort Dodge Growth Alliance, 24 N. 9th Street, Fort Dodge, IA 50501.
6. Omaha Builder's Exchange, 4159 S. 94th Street, Omaha, NE 68127.
7. Master Builders of Iowa, 221 Park Street, Des Moines, Iowa 50309.

The Owner reserves the right to reject any and all proposals, re-advertise for new bids and to waive informalities that may be in the best interest of the Owner.

The successful bidder will be notified on or after April 7th , 2026, after the proposals have been reviewed by the Architect and a recommendation as to the lowest responsible bidder has been made to Owner and accepted by the Owner.

Plans and specifications governing the construction of said proposed improvements have been prepared by Cannon Moss Brygger & Associates, PC, d/b/a CMBA Architects 302 Jones St., Suite 200, Sioux City, Iowa 51101, which plans and specifications referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract shall be executed to comply therein.

**PRE-BID CONFERENCE** will be held at the **Woodbury County Courthouse, 620 Douglas St., Sioux City, Iowa 51101, in the Board of Supervisors Conference Room at 2:00 P.M., on the 26th of March 2026. Remote attendance is possible through Microsoft Teams, an invitation email may be requested from Teresa Hebert [hebert.t@cmbaarchitects.com](mailto:hebert.t@cmbaarchitects.com). An electronic copy of the original building plans are also available and can be requested in the same manner.** All interested contractors, sub-contractors and material suppliers are encouraged to attend. The Owner, Architect and Consulting Engineers will be present to describe the Project and answer questions. Attendance is not mandatory, but is recommended.

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

Date: 03-19-26 Weekly Agenda Date: 03-24-26

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

**WORDING FOR AGENDA ITEM:**

National Opioids Settlement - Six Remnant Defendants

**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:**

A new proposed national opioids settlement has been reached with six regional distributors/dispenser defendants

**BACKGROUND:**

The Participation Form must be executed and submitted before May 4, 2026, in order for Woodbury County to be considered for initial participation calculations and payment eligibility under the Six Remnant Defendants.

**FINANCIAL IMPACT:**

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

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

Yes  No

**RECOMMENDATION:**

Approve the Combined Participation Form

**ACTION REQUIRED / PROPOSED MOTION:**

Approve the Combined Participation Form

To: Woodbury County, IA  
Reference Number: CL-2024205

**NOTICE OF NEW NATIONAL OPIOID SETTLEMENT  
AND UPCOMING ACTION NEEDED TO PARTICIPATE:  
MONDAY, May 4, 2026, DEADLINE**

A new national opioid settlement has been reached with six regional distributors/dispenser defendants (Remnant Defendants Settlement): Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (Six Remnant Defendants).

This is the formal Notice required by the Remnant Defendants Settlement. You are receiving this Notice because your entity is entitled to participate (Eligible Entity). Please read this Notice and the attached *Settlement Overview* carefully. The *Settlement Overview* provides additional information concerning this new national opioid settlement.

Your entity may have participated in prior national opioid settlements. This Notice concerns the opportunity to participate in this **new** settlement with the Six Remnant Defendants. Your entity may participate in this new settlement even if it did not participate in a prior national settlement.

**All Eligible Entities must “opt in” to participate in this new settlement.** To do so, a person with authority must sign and return the *Combined Subdivision Participation and Release Form* that will be sent via DocuSign shortly. If an Eligible Entity is unable to return an executed *Combined Subdivision Participation and Release Form* using DocuSign, the signed *Combined Subdivision Participation and Release Form* may be submitted via the Rubris Platform Portal. Please utilize the link included in this Notice to upload your entity’s *Combined Subdivision Participation and Release Form* directly to the Rubris Platform Portal. DocuSign remains the preferred method of submission of the needed form.

**The deadline to return the *Combined Subdivision Participation and Release Form* is Monday, May 4, 2026.**

Questions about this Notice or the process for receiving and submitting the required *Combined Subdivision Participation and Release Form* may be directed to your attorney or the Notice and Claims Administrator at [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com).

Please review the list of individuals on this email and contact the Notice and Claims Administrator at [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com) if someone else at your entity should receive communications about this Settlement.



**If your entity is represented by an attorney with respect to opioid claims and they are not copied on this message, please immediately contact them concerning this Notice.**

Thank you,  
National Opioids Notice and Claims Administrator for the Remnant Defendants  
Settlement

*The Notice and Claims Administrator is retained to provide the Settlement Notice required by the Settlement Agreement referenced above and to manage the collection of Subdivision Settlement Participation Forms.*



National Opioids Settlements: Six Remnant Defendants  
Notice and Claims Administrator  
[opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com)

To: Woodbury County, IA  
Reference Number: CL-2024205

***THIS SETTLEMENT OVERVIEW CONTAINS IMPORTANT INFORMATION ABOUT  
THE SIX REMNANT DEFENDANTS NATIONAL OPIOID SETTLEMENT***

**SIX REMNANT DEFENDANTS SETTLEMENT OVERVIEW**

A new national opioid settlement has been reached with six regional distributors/dispenser defendants (Remnant Defendants Settlement): Associated Pharmacies, Inc (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (Six Remnant Defendants). There is one settlement agreement covering the combined settlement with the Six Remnant Defendants.

If effectuated, the proposed Remnant Defendants Settlement will result in the the Six Remnant Defendants paying a combined \$97,625,000.00 in cash for purposes of abating the opioid epidemic. An Eligible Entity's participation in the Remnant Defendants Settlement, the Settlement will result in a one-time settlement payment to each Eligible Entity. The Settlement funds must be used for the *Core Strategies and Approved Uses* set forth in Exhibit D of the Remnant Defendant Settlement Agreement.

The Remnant Defendants Settlement does not include State Attorneys General or any amount allocated to a State. Rather, this Settlement will be distributed only and directly to any Eligible Entity that participates by signing and returning the *Combined Subdivision Participation and Release Form* by the deadline.

The allocation to participating entities will be calculated using the national Denver model but removing from the equation any amount that the Denver model would allocate to a State Attorney General or a State allocation. Specifically, the interstate allocation formula will be used to calculate what amount should go to all the subdivisions in each state and then apply the intrastate allocation as between all subdivisions who are either a litigating subdivision or a non-litigating subdivision with a population of 30,000 or more. Using that methodology, a national pro-rata percentage was created. That allocation percentage of participation is reflected in Exhibit E of the Remnant Defendant Settlement Agreement.



Eligible Entities must decide whether to participate by **Monday, May 4, 2026.**

## **WHO IS RUBRIS INC. AND WHAT IS THE NOTICE AND CLAIMS ADMINISTRATOR?**

The Settlement provides that a Notice and Claims Administrator will provide notice and manage the collection of participation forms. Rubris, Inc. is the Notice and Claims Administrator for this new Settlement and was also retained for the prior national opioid settlements.

## **WHY IS YOUR ENTITY RECEIVING THIS NOTICE?**

Your entity is eligible to participate in this Settlement. This Notice is also sent directly to counsel for each Eligible Entity if the Notice and Claims Administrator has their information. *If you are represented by an attorney with respect to opioid claims, please contact them.*

## **WHERE CAN YOU FIND MORE INFORMATION?**

Detailed information about the Settlement may be found at:

<https://nationalopioidsettlement.com>

You are encouraged to review the Settlement Agreement terms and discuss the terms and benefits with your counsel. Each Eligible Entity will need to decide whether to participate in the proposed Settlement, and entities are encouraged to work through this process before the Monday, May 4, 2026, deadline.

## **HOW DO YOU PARTICIPATE IN THE SETTLEMENT?**

The Settlement requires that each Eligible Entity take affirmative steps to “opt in” to the Settlement. You will receive the *Combined Subdivision Participation and Release Form* via DocuSign along with instructions from the Implementation Administrator. In order to participate in this Settlement, a person with authority must sign and return the required *Combined Subdivision Participation and Release Form*. DocuSign remains the preferred method of submission of the needed form.

The participation rate will be used to determine whether participation for each *Remnant Defendant* is sufficient to move forward. If the Settlement moves forward, your release will become effective as to that *Remnant Defendant*. If the settlement as to any *Remnant Defendant* does not move forward, the release as to that *Remnant Defendant* will not become effective.

Please add the following email addresses to your “safe” list so emails do not go to spam / junk folders: [dse\\_na3@docusign.net](mailto:dse_na3@docusign.net) and [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com). Please monitor your email for the Participation Form and instructions.



All required documentation must be signed and returned on or before Monday, May 4, 2026. Upon effectuation of the Remnant Defendants Settlement, each Eligible Entity will be provided with a link to a portal where you will enter contact and payment information to receive settlement funds.



**EXHIBIT G**

**Six (6) Remnant Defendants’  
Combined Subdivision Participation and Release Form  
 (“Combined Participation Form”)**

Governmental Entity: Woodbury County	State: IA
Authorized Official: Mark Nelson	
Address 1: 620 Douglas St	
Address 2: Room 104	
City, State, Zip: Sioux City, IA 51101	
Phone: 712-279-6525	
Email: mnelson@woodburycountyiowa.gov	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the six (6) Remnant Defendants’ Settlement Agreement (“RDSA”), dated February 3, 2026, and described further in Paragraph 1, and acting through the undersigned authorized official, hereby elects to participate in the RDSA, release all Released Claims against all Released Entities, and agrees as follows:

1. The Governmental Entity hereby elects to participate in the RDSA as a Participating Subdivision with each of the following six (6) Remnant Defendants that are parties to the RDSA: (1) Associated Pharmacies, Inc. (and American Associated Pharmacies), (2) J M Smith Corporation, (3) Morris and Dickson Co., L.L.C., (4) Louisiana Wholesale Drug Company, Inc., (5) North Carolina Mutual Wholesale Drug Company, Inc., and (6) United Natural Foods, Inc. (and SuperValu).
2. The Governmental Entity is aware of and has reviewed the RDSA, understands that all capitalized terms not defined in this Combined Participation Form have the meanings defined in the RDSA, and agrees that by executing this Combined Participation Form, the Governmental Entity elects to participate in the RDSA and become a Participating Subdivision as provided in the RDSAs.
3. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed against any Released Entity in the RDSA. With respect to any Released Claims pending in *In Re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice for each of six (6) Remnant Defendants listed in Paragraph 1 above substantially in the form found at <https://nationalopioidsettlement.com/additional-settlements/>.
4. The Governmental Entity agrees to the terms of each of the RDSA pertaining to Participating



Subdivisions as defined therein.

5. By agreeing to the terms of the RDSA settlements and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the RDSA solely for the purposes provided therein.
7. The Governmental Entity submits to the jurisdiction of the MDL Court and agrees to follow the process for resolving any disputes described in the RDSA.
8. The Governmental Entity has the right to enforce the RDSA as provided therein.
9. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes of the RDSA, including without limitation all provisions related to release of any claims, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in the RDSA in any forum whatsoever. The release provided for in the RDSA is intended by the Parties to be broad and shall be interpreted so as to give the Released Entities in the RDSA the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The RDSA shall be a complete bar to any Released Claim against the Released Entities.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the RDSA.
11. In connection with the releases provided in the RDSA, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

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



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

12. The Governmental Entity understands and acknowledges that nothing herein is intended to modify in any way the terms of any of the RDSA, to which Governmental Entity hereby agrees. To the extent this Combined Participation Form is interpreted differently from the RDSA in any respect, the RDSA controls.

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

Signature: \_\_\_\_\_

Name: Mark Nelson

Title: Woodbury County Board Chairperson

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

