



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (AUGUST 18, 2026) (WEEK 34 OF 2026)

Live streaming at:

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

Agenda and Minutes available at:

www.woodburycountyiowa.gov

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Kent T. Carper
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Matthew A. Ung
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held August 18, 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 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 August 11, 2026, meeting
3. Approval of claims
4. Board Administration — Karen James
 - a. Approval of resolution for a tax suspension for C.V.
 - b. Approval of lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension

5. County Auditor – Michelle Skaff
 - a. Receive the appointment of Carla Mathers to fill the vacancy on the City of Correctionville council
 - b. Receive the appointment of Stephanie Parr to fill the vacancy on the Hornick City council
6. Human Resources – Melissa Thomas
 - a. Approval of request to deauthorize county positions
 - b. Authorization to Initiate Hiring Process

End of Consent Agenda

7. Board of Supervisors – Daniel Bittinger & Sky Ranch Behavioral Services – Anna Bertrand
Approval of Year 2 Opioid Remediation funding for Sky Ranch Behavioral Services in the amount of \$121,986, effective July 1, 2026 Action
8. Secondary Roads – Laura Sievers
 - a. Approval of Woodbury County Fair Board request for Secondary Roads assistance Action
 - b. Approval of Resolution to set the public hearing date to vacate Jewell Avenue between US 20 and 160th St for September 8, 2026, at 4:40 pm Action
9. Board Administration – Ryan Ericson
Approval of medical examiner linen service agreement with APPEARA Action
10. Reports on Committee Meetings Information
11. Citizen Concerns Information
12. Board Concerns Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

WED., AUG 19	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
	1:00 p.m.	SIMPCO Hazardous Materials Response Commission, 6401 Gordon Drive
THU., AUG 20	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., AUG 21	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 607 – 4 th Street.
MON., AUG 24	5:00 p.m.	Zoning Commission Meeting, Courthouse Basement Boardroom
FRI., AUG 28	9:00 a.m.	Hungry Canyons Alliance – Denison, Iowa
WED., SEP 2	7:30 a.m.	SIMPCO Executive/Finance Committee, 6401 Gordon Drive
	10:00 a.m.	Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa
	11:00 a.m.	Loess Hills Alliance Executive Meeting
	1:00 p.m.	Loess Hills Alliance Full Board Meeting
	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
THU., SEP 3	12:00 p.m.	SIMPCO Regional Policy & Legislative Affairs Committee, 6401 Gordon Dr.
WED., SEP 9	7:30 a.m.	SIMPCO Executive Finance Committee Meeting, 6401 Gordon Dr.
	8:05 a.m.	Woodbury County Information Communication Commission, First Floor Boardroom
	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
THU., SEP 10	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., SEP 16	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
THU., SEP 17	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
FRI., SEP 18	12:00 p.m.	Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.

AUGUST 11, 2026, THIRTY-THIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, August 11, 2026, at 4:30 p.m. Board members present were Bittinger II, Carper, Nelson, and Dietrich, Ung was absent. Staff members present were Karen James, Board Administrative Assistant, Joshua Widman, Assistant County Attorney, Ryan Ericson, Budget and Finance Director, 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 August 11, 2026, agenda with the removal of the Morgue Operations Medical Examiner from the consent agenda. Carried 4-0. Copy filed.

2. Motion by Nelson second by Bittinger to receive and approve the edited minutes of the August 4, 2026 meeting. Carried 4-0. Copy filed.

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

3. To approve the claims totaling \$755,813.18. Copy filed.
- 4a. To approve the separation of Zachary Paulsen, Civilian Jailer, County Sheriff Dept., effective 08-02-2026. Resigned.; the reclassification of Anna Kern, Senior Clerk, County Treasurer Dept., effective 08-17-2026, \$24.31/hour, 4%=\$0.89/hr. Per AFSCME Courthouse – Move to Step 4. Anniversary Date: 8/18/26.; the reclassification of Le Bui, Youth Worker, Juvenile Detention, effective 08-17-2026, \$24.32/hour, 4%=\$0.92/hr. Per AFSCME Juvenile – Move to Step 2. Anniversary Date: 8/20/26.; the reclassification of Charles Nelson, Civilian Jailer, County Sheriff Dept., effective 08-17-2026, \$28.83/hour, 2%=\$0.64/hr. Per CWA Civilian – Move to Step 3. Anniversary Date: 8/22/26.; the reclassification of Dustin Johnson, Clerk III, Building Services Dept., effective 08-17-2026, \$27.94/hour, 3%=\$0.85/hr. Per AFSCME Courthouse – Move to Step 4. Anniversary Date: 8/25/26., the reclassification of Caleb Edwards, Deputy, County Sheriff Dept., effective 08-17-2026, \$44.43/hour, 11%=\$4.49/hr. Per CWA Deputy – Move to Master. Anniversary Date: 8/29/26.; the separation of Zachary Wingert, Deputy, County Sheriff Dept., effective 08-20-2026. Resigned.; the separation of Nicholas Matney, Assistant County Attorney, County Attorney Dept., effective 08-21-2026. Resigned.; the separation of Nicholas Jorgensen, Youth Worker, Juvenile Detention, effective 08-30-2026. Resigned.; the appointment of Michael Wingert, Transport Officer, County Sheriff Dept., effective 08-17-2026, \$35.00/hour. On Call Position Approved 6/30/26.; the appointment of Randy Uhl, Transport Officer, County Sheriff Dept., effective 08-17-2026, \$35.00/hour. On Call Position Approved 06/30/26.; and the appointment of Jerardo Cruz, Transport Officer, County Sheriff Dept., effective 08-17-2026, \$35.00/hour. On Call Position Approved 6/30/26. Copy filed.
- 4b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Assistant County Attorney, County Attorney Dept. AFSCME Attorney – Entry Level: \$88,152.00/year.; Civilian Jailer, County Sheriff Dept. CWA Civilian – Entry Level: \$27.21/hour.; Youth Worker, Juvenile Detention. AFSCME Juvenile – Entry Level: \$23.40/hour. Copy filed.

Carried 4-0.

5. A public hearing was held at 4:35 p.m. for the sale of parcel #894728129008, 1213-15 Nebraska St. The Chairperson called on anyone wishing to be heard.

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

Motion by Dietrich second by Nelson to approve and authorize the Chairperson to sign a Resolution for the sale of parcel #894728129008, 1213-15 Nebraska St., to Ruth LLC, 2015 Peachtree Ct, Sioux City, for \$3,146.00 plus recording fees. Carried 4-0.

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

By Ruth LLC in the sum of Three Thousand One Hundred Forty-six Dollars & 00/100 (\$3,146.00)-----
-----dollars.

For the following described real estate, To Wit:

Parcel #894728129008

**Lot Ten (10) Block Seventy (70) Sioux City East Addition, City of Sioux City, Woodbury County, Iowa
(1213 – 15 Nebraska Street)**

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

BE IT RESOLVED that payment is due by close of business on the day following passage of this resolution or Woodbury County may declare the sale is null and void and/or seek legal remedies to enforce the sale.

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

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

SO DATED this 11th Day of August, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

6. Motion by Nelson second by Dietrich to receive updated position for Morgue Operations Coordinator. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to approve the request to create the Morgue Operations Coordinator position within the Medical Examiner's Office. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Morgue Operations Coordinator, Medical Examiner's Dept. Wage Plan – Step 3: \$94,555.76/year. Carried 4-0. Copy filed.

- 7a. Motion by Nelson second by Dietrich to receive quotes for replacement of the fabric cover and structural support system for the existing salt storage bunkers located in Merville and Pierson. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to approve quote for replacement of the fabric cover and structural support system for the existing salt storage bunkers located in Merville and Pierson. Carried 4-0. Copy filed.

- 7b. Motion by Nelson second by Dietrich to receive bids on 2007 Sterling L8500, 2004 John Deere 6615 with Mower, and Portable Office/Lab Trailer. Carried 4-0. Copy filed.

Motion by Dietrich second by Nelson to approve bids on 2007 Sterling L8500, 2004 John Deere 6615 with Mower, and Portable Office/Lab Trailer. Carried 4-0. Copy filed.

- 7c. Motion by Nelson second by Dietrich to approve the disposition of two Dodge Ram 2500's, two International 7600 Dump Trucks, two FWD Snowplow Trucks, and Ford F-350 Crew Cab. Carried 4-0. Copy filed.

8. Building Services Director Kenny Schmitz and Sheriff Chad Sheehan addressed the board in support of developing a Memorandum of Understanding (MOU) under the AFSCME Courthouse Contract to establish a differential for custodians who provide services within the jail. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to approve the request to develop a Memorandum of Understanding (MOU) under the AFSCME Courthouse Contract to establish a differential for custodians who provide services within the jail. Carried 4-0. Copy filed.

9. Motion by Nelson second by Dietrich to approve an amendment of the FY27 – EMS Pickup/Plow Project to be paid from Gaming. Carried 4-0. Copy filed.

- 10a. Motion by Nelson second by Dietrich to approve and authorize the Chairperson to sign a Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the County for certain original expenditures paid in connection with specified projects. Carried 4-0.

RESOLUTION #14,091

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

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

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

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

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

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

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

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

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

<u>Project</u>	<u>Fund from which original expenditures are to <u>be Advanced</u></u>	<u>Total Estimated Cost</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
Trosper-Hoyt Entrance, ADA Ramp, and Facade	_____	\$ 160,000	\$ 160,000	_____
Conservation Department Water Fall, retaining wall, and sidewalk	_____	\$ 101,475	\$ 101,475	_____
Sheriff Department Body Scanner	_____	\$ 201,500	\$ 201,500	_____
WCICC Hyper- Converged Infrastructure Refresh	_____	\$ 612,918	\$ 612,918	_____
WCICC Multifunction Printers & PCs	_____	\$ 25,000	\$ 25,000	_____

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

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

PASSED AND APPROVED this 11th day of August, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 10b. Motion by Nelson second by Bittinger to approve and authorize the Chairperson to sign a Resolution fixing date for a meeting on the proposal to reallocate certain unspent proceeds of the General Obligation Capital Loan Notes, Series 2026A, of Woodbury County, Iowa, and providing the publication of notice thereof. Carried 4-0.

RESOLUTION #14,092

RESOLUTION FIXING DATE FOR A MEETING ON THE
PROPOSAL TO REALLOCATE CERTAIN UNSPENT

PROCEEDS OF THE GENERAL OBLIGATION CAPITAL
LOAN NOTES, SERIES 2026A, OF WOODBURY COUNTY,
IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE
THEREOF

WHEREAS, the Board of Supervisors of Woodbury County, Iowa has previously issued its General Obligation Capital Loan Notes, Series 2026A, in the aggregate principal amount of \$1,200,000 (the "Series 2026A Notes"), for costs of i) demolition of abandoned, dilapidated, or dangerous buildings, structures or properties or the abatement of a nuisance including demolition of the old law enforcement center and acquiring, developing, and improving the geographic computer data system including hardware, software and dashboard; (ii) the erection, equipment, remodeling or reconstruction of various public building projects, including the site or grounds thereof, including replacement of an elevator at the Courthouse and replacing or repairing sidewalks at the emergency services building; and equipping various public buildings including software, hardware, fiberoptics and other equipment; and (iii) acquisition and development of land for a public park or other recreation or conservation purpose, including the Little Sioux Road project; and;

WHEREAS, certain proceeds of the Series 2026A Notes remain unspent, and County staff has recommended that not to exceed \$264,000 of such unspent proceeds originally related to the Series 2026A Notes (hereinafter referred to as the "Unspent Proceeds") be applied for (i) the erection, equipping, remodeling, reconstruction, additions or extensions of Trosper Hoyt and (ii) the erection, equipping, remodeling or reconstruction of various public building projects, including the site or grounds thereof, including replacement of a freight elevator at the Courthouse; and

WHEREAS, there being no procedure specified under Iowa law for consideration or approval of such a reallocation, it is hereby determined, pursuant to Section 331.301(5) of the Code of Iowa, that the procedure set forth in Section 331.443 should apply and that a hearing be held upon the proposal to reallocate the Unspent Proceeds to provide funds for paying costs of the equipping, remodeling, or reconstruction of public buildings.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 620 Douglas Street, Sioux City, Iowa, at 4:45 P.M., on the 1st day of September, 2026, for the purpose of taking action on the matter of the proposed reallocation of certain Unspent Proceeds of the Series 2026A Notes to provide funds for paying costs i) the erection, equipping, remodeling, reconstruction, additions or extensions of Trosper Hoyt and (ii) the erection, equipping, remodeling or reconstruction of various public building projects, including the site or grounds thereof, including replacement of a freight elevator at the Courthouse.

Section 2. That the Auditor is hereby directed to cause one publication to be made of notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four nor more than twenty clear days before the date of said public meeting.

Section 3. The notice of the proposed action shall be in substantially the following form:

(To be published between: August 12, 2026 and August 27, 2026)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF WOODBURY
COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED
REALLOCATION OF CERTAIN UNSPENT PROCEEDS OF THE GENERAL
OBLIGATION CAPITAL LOAN NOTES, SERIES 2026A, OF WOODBURY
COUNTY, IOWA, AND THE PUBLIC HEARING THEREON

PUBLIC NOTICE is hereby given that the Board of Supervisors of Woodbury County, State of Iowa, will hold a public hearing on the 1st day of September, 2026, at 4:45 P.M., in the Board Room, County Courthouse, 620 Douglas Street, Sioux City, Iowa, at which meeting the Board proposes to take additional action for the reallocation of Unspent Proceeds of the General Obligation Capital Loan Notes, Series 2026A (the "Series 2026A Notes") of Woodbury County, Iowa, in the aggregate amount of not to exceed \$264,000, in order to provide funds to pay costs of the erection, equipping, remodeling, reconstruction, additions or extensions of Trosper Hoyt and (ii) the erection, equipping, remodeling or reconstruction of various public building projects, including the site or grounds thereof, including replacement of a freight elevator at the Courthouse.

Any person interested may appear at the public hearing, either orally or in writing, and be heard as to the reallocation of said proceeds of the Series 2026A Notes for the above purposes.

This notice is given by order of the Board of Supervisors of Woodbury County, State of Iowa, as provided by Sections 331.301(5) and 331.443 of the Code of Iowa, as amended.

Dated this 11th day of August, 2026.

PASSED AND APPROVED this 11th day of August, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

11. Reports on committee meetings were heard.
12. Bruce Sorenson, Lawton, addressed the board regarding concerns about questions regarding removing dirt along old Highway 20 that was approved by permit.
13. Board concerns were heard.

The Board adjourned the regular meeting until August 18, 2026.

Meeting sign in sheet. Copy filed.

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/13/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Karen James - Administrative Assistant

Wording for Agenda Item:

Approval of resolution for a tax suspension for C.V.

Action Required:

Approve Ordinance ☐

Approve Resolution ☒

Approve Motion ☐

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

C.V. was approved for a tax suspension on June 25, 2024. Annual tax suspension re-certify letters went out to C.V. starting in March. C.V. failed to re-certify the income by the deadline of June 1. Board lifted the tax suspension on June 16, 2026.

Recommendation:

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

Attachments:

[Attachment 1](#) 

Approved by Board of Supervisors on March 17, 2026

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/12/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Karen James - Administrative Assistant

Wording for Agenda Item:

Approval of lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension

Action Required:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

Annually, the Board of Supervisors requires those receiving tax suspensions to re-certify their income. Those petitioners who fail to re-certify their income by the deadline or if their income does not qualify for continued tax suspension, will be turned over to the Board of Supervisors for action on lifting the tax suspension.

Recommendation:

To lift the tax suspension of the petitioners that are listed on the attachment.

Attachments:

[Attachment 1](#) 

Approved by Board of Supervisors on March 17, 2026

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/13/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Michelle Skaff

Wording for Agenda Item:

To receive the appointment of Carla Mathers to fill the vacancy on the City of Correctionville council.

Action Required:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

N/A

Recommendation:

To receive the appointment of Carla Mathers to fill the vacancy on the City of Correctionville council.

Attachments:

[Notice of appointment to fill a vacancy](#) 

Approved by Board of Supervisors on March 17, 2026

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Michelle K. Skaff, Woodbury County Auditor/Recorder & Commissioner of Elections

From: City of Correctionville School/City/Township/
April Putzier, City Clerk Extension/Soil & Water
August 10, 2026 Secretary/Clerk
Date

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

For the office of Council Person
Name Carla Mathers
Address 625 8th Street
City/Zip Correctionville, IA 51016
Date of appointment August 10, 2026

This appointment is to fill the office previously held by:

Nathan Heilman
(Name of previous official)

RETURN TO: Michelle K. Skaff
Woodbury County Commissioner of Elections
620 Douglas St, Rm 103
Sioux City, IA 51101

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/12/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Michelle Skaff

Wording for Agenda Item:

To receive the appointment of Stephanie Parr to fill the vacancy on the Hornick city council.

Action Required:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

N/A

Recommendation:

To receive the appointment of Stephanie Parr to fill the vacancy on the Hornick city council.

Attachments:

[Notice of appointment to fill vacancy.](#) 

Approved by Board of Supervisors on March 17, 2026

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Michelle K. Skaff, Woodbury County Auditor/Recorder & Commissioner of Elections

From: City of Hornick School/City/Township/
Lori Teel, Clerk Extension/Soil & Water
Secretary/Clerk
8/11/2026 Date

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

For the office of Council
Name Stephanie Parr
Address 104 5th Avenue
City/Zip Hornick, 51026
Date of appointment 08/10/2026

This appointment is to fill the office previously held by:

Eric Bebee
(Name of previous official)

RETURN TO: Michelle K. Skaff
Woodbury County Commissioner of Elections
620 Douglas St, Rm 103
Sioux City, IA 51101

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: August 18, 2026

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
Sheriff's Office	Civilian Jailer - FT Temp (-2.0 FTE)		
Juvenile Detention	Youth Worker – PT Temp (-0.25 FTE)		

Chairman, Board of Supervisors

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: August 18th, 2026

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Auditor - Finance	Clerk III	AFSCME Courthouse: Entry Level \$24.73 - \$26.59		

Chairman, Board of Supervisors

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 _____

Reviewed by County Attorney's Office ☐

Background & Financial Impact:

SRBS has successfully extended the impact of the first year of Opioid Remediation funding from November 2024 through summer 2026. Through strategic implementation, strong community partnerships, and careful fiscal management, SRBS maximized the County's investment while building sustainable infrastructure to support individuals and families impacted by substance use disorders. As a result of this funding, individuals involved in the criminal justice system engaged in peer recovery coaching services through partnerships including Family Treatment Court and Juvenile Drug Court, supporting recovery, family stability, and reduced barriers to treatment. SRBS also established and expanded Open Access services throughout Siouxland, increasing awareness of and access to behavioral health services. To date, approximately 41 individuals and families have participated in peer recovery coaching; over 115 youth, adults, and/or families have received screening, assessment, and/or navigation services; and more than 500 community members and over 35 agencies have received information, consultation, referral support, and access to behavioral health and recovery resources.

SRBS presented an informational overview of the program and its progress to the Woodbury County Board of Supervisors on July 7, 2026. The Opioid Remediation Funding Overview provided to the Board included program accomplishments, success stories, community impact, and the proposed bridge-to-sustainability strategy. These materials demonstrated the impact of the County's investment and the continued need for funding to maintain services while longer-term sustainable funding mechanisms are finalized.

The request for Year 2 funding remains aligned with SRBS's originally proposed plan and is intended to maintain continuity of services while continuing progress toward long-term sustainability. Year 2 funding will support the continued operation of peer recovery coaching and Open Access navigation services while SRBS further integrates peer recovery coaching into reimbursable funding streams and solidifies a sustainable long-term Open Access presence in Siouxland. This investment will help ensure continued barrier-free access to timely behavioral health screening, assessment, navigation, referral, treatment engagement, and recovery support services for youth, adults, and families across the region.

Recommendation:

It is recommended that the Woodbury County Board of Supervisors approve Year 2 Opioid Remediation funding for Sky Ranch Behavioral Services in the amount of \$181,986, effective July 1, 2026. SRBS will continue to provide progress and outcomes information to the Woodbury County Board of Supervisors, including program utilization, outcomes achieved, community impact, sustainability progress, and return on investment. A comprehensive final report will also be submitted at the conclusion of the Year 2 funding period.

Approved by Board of Supervisors on March 17, 2026

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/13/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Laura Sievers, PE, Woodbury County Engineer

Wording for Agenda Item:

Woodbury County Fair Board request for Secondary Roads assistance

Action Required:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☐

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

The Woodbury County Fair Board has requested the assistance of the Secondary Roads Department in shaping of the grounds and reshaping after events. Because the requested work is not related to the construction or maintenance of the county secondary road system, the employee's wages, equipment and any associated costs must be paid from a funding source other than the Secondary Roads budget. The appropriate funding source would need to be identified and approved for the work performed. The Board should determine if this is wages or wages and benefits for the employees. I would recommend the FEMA equipment rates to be used for cost of the machinery to be paid by the hours it was used for these projects.

Recommendation:

Provided that the Human Resources Department and the County Attorney's Office determine that this assistance is permissible and provide any necessary guidance regarding liability, insurance, reimbursement, and other applicable requirements, the Secondary Roads Department will provide the requested equipment and personnel to support this community event.

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/13/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Laura Sievers, PE, Woodbury County Engineer

Wording for Agenda Item:

Resolution to set the public hearing date to vacate Jewell Avenue between US 20 and 160th St for September 8, 2026, at 4:40 pm

Action Required:

Approve Ordinance ☐

Approve Resolution ☒

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☐

Background & Financial Impact:

The adjacent landowners have requested the Board vacate a portion of Jewell Ave by the process of Iowa Code Section 306.11. The bridge was closed decades ago. The landowner would like to make adjustments to the road right-of-way. The Board will need to set a date for public hearing to vacate the road: Jewell Avenue south of U.S. Highway 20 and north 160th Street in Section 31 T89N, R43W, Rutland Township and Section 36 T89N, R44W, Arlington Township. Tuesday, September 8, 2026 at 4:40 P.M CDT, the County will hold a Public Hearing to vacate the above-described right-of-way. The Secondary Roads Department will send out the paperwork to the adjacent landowners.

Recommendation:

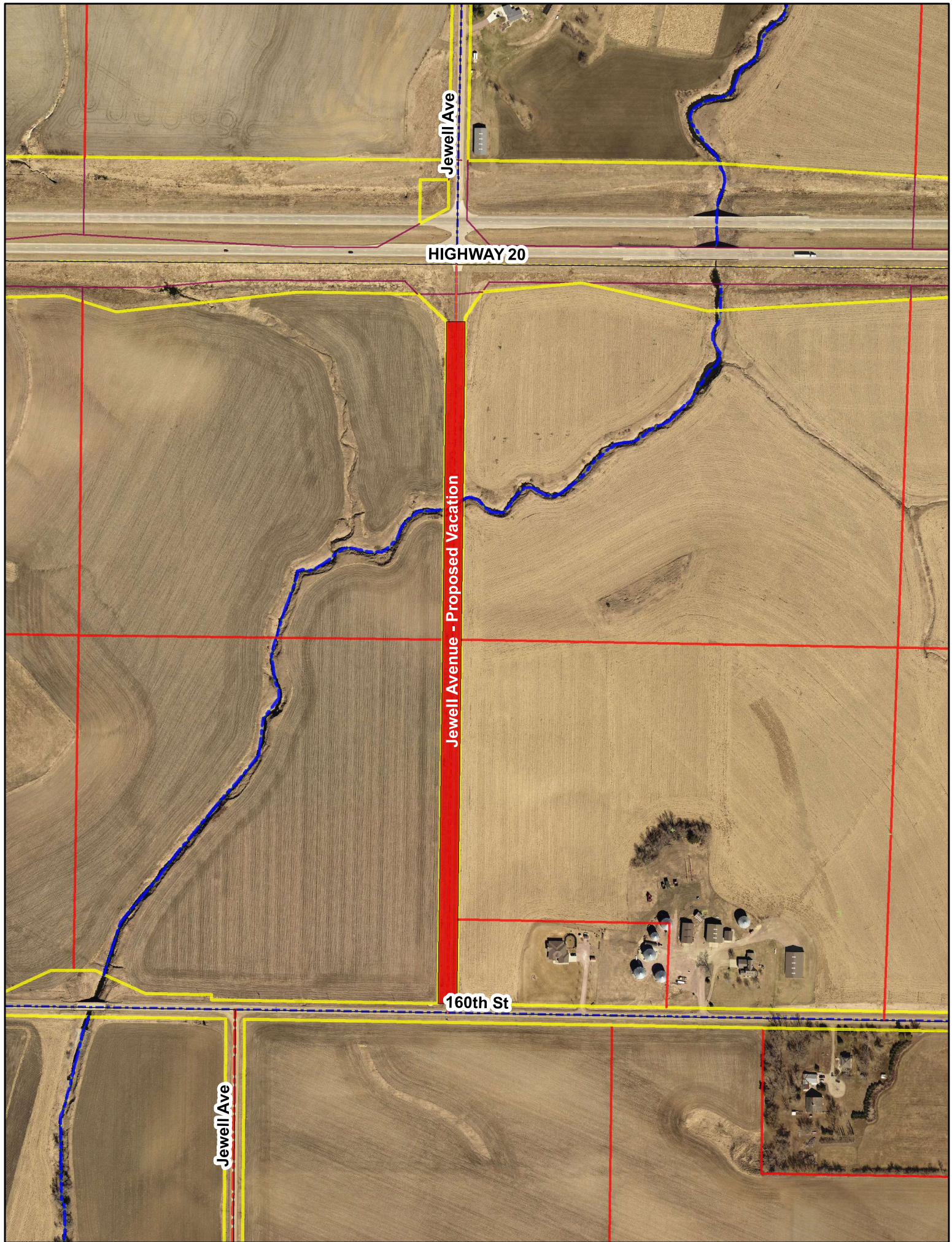
Recommend the Resolution to set the public hearing date to vacate Jewell Avenue between US 20 and 160th St for September 8, 2026, at 4:40 pm

Attachments:

[Map](#) 

[Resolution](#) 

Approved by Board of Supervisors on March 17, 2026



Jewell Ave

HIGHWAY 20

Jewell Avenue - Proposed Vacation

160th St

Jewell Ave

RESOLUTION NO. _____

WOODBURY COUNTY, IOWA

**A RESOLUTION SETTING DATE FOR PUBLIC
HEARING FOR VACATING ROAD RIGHT-OF -WAY**

WHEREAS, the Woodbury County Board of Supervisors in accordance with Section 306.11, (Code of Iowa), as amended, seeks to set a date for public hearing to vacate a road legally described as follows:

Vacate all that portion of county road right-of-way described as follows.

That portion of Jewell Avenue (Road No. 367) lying southerly of the south ROW line of U.S. Highway 20 and northerly of the north ROW line of 160th Street in Section 31 T89N, R43W, Rutland Township and Section 36 T89N, R44W, Arlington Township of the 5th P.M. Woodbury County, Iowa

NOW THEREFORE,

BE IT RESOLVED by the Woodbury County Board of Supervisors that on Tuesday, September 8, 2026 at 4:40 P.M CDT, the County will hold a Public Hearing to vacate the above described right-of-way.

SO RESOLVED this 18th day of August 2026

WOODBURY COUNTY BOARD OF SUPERVISORS

Mark Nelson, Board Chair

ATTEST:

David Dietrich, Member

Michelle K. Skaff, Woodbury
County Auditor

Matthew Ung, Member

Daniel Bittinger II, Member

Kent Carper, Member

WOODBURY COUNTY AGENDA ITEM(S) REQUEST FORM

Date: 8/10/2026 Weekly Agenda Date: 8/18/2026

Elected Official / Department Head / Citizen: Ryan Ericson

Wording for Agenda Item:

Medical Examiner linen service agreement with APPEARA

Action Required:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Hold Public Hearing ☐

Informational ☐

Attachments ☒

Set Time:

Reviewed by County Attorney's Office: ☒

Background & Financial Impact:

Medical Examiner is entering into a service agreement for linen services. Agreement is for a time period of 24 months at rates detailed in the agreement. Cost will be approximately \$40/week or \$2,000 annually.

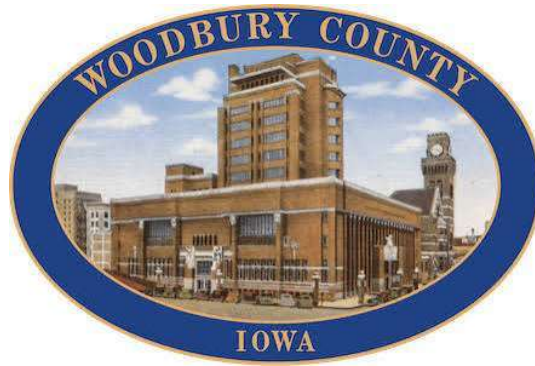
Recommendation:

Approve the service agreement

Attachments:

[Attachment 1](#) 

Approved by Board of Supervisors on March 17, 2026



1211 Tri View Ave B. – Sioux City

RENTAL ITEMS:	RENTAL CHARGES:
4' x 6' Heather Mat	\$4.45 EA
Wet Mops	\$2.25 EA
C.P.P Floor Care	7% of Total Floor Care Billed
Bath Towel #1 (white)	\$0.37 EA
Bath Towel #2 (blue)	\$0.35 EA
C.P.P. Linens/Towels	25% of Total Linens/Towels Billed
Service Charge	\$10.00
Invoice Minimum (Includes Service Charge)	\$35.00
All mop, dust handles, Bags & Stands	NO CHARGE

*C.P.P. (Customer Protection Program): Eliminates loss charges associated with accidental loss or damage of Garments, Linen, or Floor Care items

The term of this agreement is 2 Years or 24 Months.

Authorized Signature

Print Name

Title

Date

Salesperson

Authorized Signature



Pricing good for 90 days.



SERVICE AGREEMENT

APPEARA, hereafter called "Supplier", and the undersigned called "Customer", agree as follows:
 "Goods" includes but not limited to: Uniforms, Mats, Mops, Towels, Linens, Aprons, Cabinets and Mop Tools.
 Service Agreement in its entirety shall be governed and construed in accordance with the laws of the State of Nebraska.

1. **Rental of Goods** – Supplier agrees to furnish to Customer during initial and any renewal term of this agreement, types of goods described on reverse side. Customer agrees that APPEARA will be sole supplier of all textile rental services at the Woodbury County Morgue. The terms and conditions set forth herein shall also apply to any additional items or quantities of linens furnished to Customer at any time during the initial or any renewal of this agreement. Customer agrees that APPEARA will be sole provider of all textile rental services at the Woodbury County Morgue.
2. **Credit and Service Charges** – Customer agrees to pay for all goods furnished hereunder upon delivery, or when Customer's credit is satisfactory to Supplier, within ten (10) days of receipt of a statement of account. A finance charge indicated on the front side or maximum permitted by law, on past due balances will be imposed on accounts thirty (30) days or more delinquent until paid in full. If payment is not received as set forth above, Supplier has the option to continue this agreement on a C.O.D. basis.
3. **Ownership of Goods** – All goods furnished to Customer are the sole property of Supplier and are furnished for the exclusive use of Customer on a rental basis. Customer agrees that all goods shall be laundered and cleaned only by Supplier.
4. **Lost and Abused Goods** – Customer agrees to be responsible for all goods furnished hereunder, whether to Customer, its employees or others at the direction of Customer. If any goods are lost, damaged, destroyed or abused while under Customer's control, as aforesaid, from any cause other than normal wear (and Supplier shall be the exclusive judge thereof) then Customer shall, on demand, pay Supplier a sum equal to current price list in effect.
5. **Special Goods** – If upon termination of this agreement, for any reason whatsoever, Supplier is furnishing special goods (which goods are so indicated on the front side of this agreement or in the Customer's individual inventory records) acquired for the exclusive use of Customer, then Customer shall thereupon purchase from Supplier the entire inventory to include in service and in storage of such special goods at the then depreciated value determined as follows:
 - a. During the initial term and/or renewal term hereof, the total undepreciated cost of all special goods (whether purchased during the initial or renewal term) less depreciation in the amount of two percent (2%) per month, not to exceed fifty percent (50%), for the actual period of use during the said renewal term. Any such special linens that are new and are being stored for Customer's future use, shall be paid for at the actual new cost thereof.
6. **General Purpose Merchandise** – To the extent permitted by law, customer agrees to indemnify and hold harmless the Company of and from any injury or damage to person or property resulting from use of items furnished, including claims allegedly arising from defects. Customer acknowledges that garments and other merchandise furnished under this agreement are not designed for and are not recommended by Supplier for use in areas of flammability risk or where contact with hazardous chemicals or other materials may occur. Supplier shall not be responsible for any personal injury or property damage arising in any way from such hazards.
7. **Term of Agreement** – The initial term of this agreement shall be for twenty-four (24) months, and successive like terms until terminated by written notice of either party delivered by mail post marked at least sixty (60) days prior to the end of a term. In the event of increased labor, overhead or material cost, Supplier may adjust the rental prices and minimum charges for which it provides service to Customer. Customer agrees, at anniversary, unit charges shall increase by four percent (4%) or the then current annual increase in the CPI, whichever is greater. In no case, shall the increase exceed six percent (6%) per year. The replacement of garments shall be on an as required basis, installation of new merchandise either in whole or part acts as a renewal of this agreement at the then current prices for another period of time the same as this agreement. No allowances or reductions in charges can be made for employees who are absent from work due to sickness, vacation, holidays, or other reasons. No charge will be made in the case of extended periods of illness exceeding eight (8) weeks provided the garments are not worn and turned in for holding. Additional employees shall be rented from Supplier if added during this agreement period. No decrease in employees shall decrease the weekly service charge unless employee terminates his employment, and the Customer returns in full the number of garments issued. It is understood that the aggregate rental rate during the term of this agreement shall never be reduced more than fifty percent (50%) of the average of the last twenty-six (26) weeks.
8. **Other Linen Service** – Customer warrants that it is not under contract with any other party for the furnishing of the linen services covered by this agreement.
9. **Agreement is Entire** – This agreement is entire and includes all understandings of the parties. No waivers or statements by any representative of Supplier shall be valid unless set forth herein.
10. **Waiver of Breach** – Supplier's waiver of any breach of the terms and conditions of this agreement shall not be deemed to be a waiver of any future breach of any of the terms and conditions hereof.
11. **Separability** – If any provision hereof is determined to be invalid by a court of competent jurisdiction, the remaining terms and conditions hereof shall remain in full force and effect.
12. **Binding on Others** – This agreement shall be binding upon and insure to the benefit of the successors, assigns, transferees, heirs, and executors of the parties hereto. On a sale by the Customer of the business or its principal assets to a successor, the Customer shall cause the successor to assume in writing the subsequent performance of this Agreement.

____ Init



Pricing good for 90 days.

