NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(APRIL 28, 2015) (WEEK 18 OF 2015)

Agenda and Minutes also available at
www.woodburyiowa.com

Larry D. Clausen	Mark A. Monson	Jaclyn D. Smith	Jeremy J. Taylor	Matthew A. Ung
389-5329	204-1015	898-0477	259-7910	490-7852
lclausen@sioux-city.org	mark@mudflap.com	jasmith@sioux-city.org	jeremytaylor@cableone.net	matthewung@sioux-city.org

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held April 28, 2015 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. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, spell their name, and give their address and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to **three minutes on any one item**.
5. At the beginning of the 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.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

4:30 p.m.

1. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
2. Citizen Concerns — Information
3. Approval of the agenda (April 28, 2015) — Action
4. Approval of the minutes of April 21, 2015 meeting — Action
5. Discussion and approval of claims — Action
6. Human Resource – Ed Gilliland
   a. Approval of Memorandum of Personnel Transactions — Action
   b. Authorize Chairman to Sign Authorization to Initiate Hiring Process — Action
   c. Approval of Resolution Thanking and Commending Harlan Salvatori for Service to Woodbury County — Action
7. Board Administration
   a. Approval of resolution approving petition for suspension of taxes through the redemption process for J. K. – Karen James — Action
   b. Discussion and action to set public hearing for FY 2015 budget amendment #2 – Dennis Butler — Action

4:40 p.m. (Set time)

   c. Public Hearing and Sale of Property Parcel #260761 (aka 1814 W. 3rd Street) — Action

8. County Auditor – Patrick Gill
   a. Receive County Recorder's report of fees collected — Action
   b. Approve and authorize Chairman to sign proposed bylaws — Action

9. County Sheriff – Dave Drew
   a. Approval of the jail kiosk commissary contract — Action
   b. Approval of proposal for CFI traffic control at each of CFI's shift changes — Action
   c. Approval for the purchase of speed data signs to be used in the CFI area To help with the control of traffic flow — Action

10. Board of Supervisors – Larry Clausen
    Discussion on safety and security policy — Information

11. Board of Supervisors – Mark Monson
    a. Approve agreement between RML Architects L.L.C. and the County — Action

12. Secondary Roads – Mark Nahra
    a. Consider approval of a resolution supporting a RISE Grant application for improvements to Port Neal Circle to support the AGP, Inc. expansion project — Action
    b. Consider approval of final quantities as per IDOT audit for county highway bridge project no. BROS-CO97(93)—8J-97 located on Glenn Ellen Road over Dead Man Creek Section 21 of Woodbury Township — Action
    c. Consider approval of final quantities as per IDOT audit for county highway bridge project no. BROS-CO97(100)—8J-97 located on 290th Street over Wolf Creek Section 02 of Willow Township — Action
    d. Consideration of permits for installation of a underground and overhead Electric lines within the Highway Right of Way for MidAmerican Energy Along and under Old Highway 141 — Action
    e. Consideration of permits for work within the Highway Right of Way for Randy Hunt for placement of culvert in an existing entrance on 260th Street — Action

13. Reports on committee meetings — Information

14. Citizen's Concerns — Information

15. Board Concerns and Comments — Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, APRIL 27	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, IA
TUESDAY, APRIL 28	**1:30 p.m.**	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
MONDAY, MAY 4	**6:00 p.m.**	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, MAY 5	**4:00 p.m.**	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, MAY 6	**4:15 p.m.**	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
TUESDAY, MAY 12	**10:00 a.m.**	Senior Center Board of Directors Meeting, 313 Cook Street
WEDNESDAY, MAY 13	**8:05 a.m.**	Woodbury County Information Communication Commission, Board of Supervisors Chambers
	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	8:00 p.m.	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
THURSDAY, MAY 14	**7:00 p.m.**	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa
TUESDAY, MAY 19	**4:30 p.m.**	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
WEDNESDAY, MAY 20	**12:00 noon**	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
THURSDAY, MAY 21	**11:00 a.m.**	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, MAY 25	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, IA
TUESDAY, MAY 26	**2:00 p.m.**	Decat Board Meeting, Western Hills AEA, Room F
	2:00 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa

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.

APRIL 21, 2015 — SEVENTEENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, April 21, 2015 at 4:30 p.m. Board members present were Clausen, Monson, Taylor, Smith, and Ung. Staff members present were Karen James, Board Administrator, Dennis Butler, Finance/Operations Controller, Joshua Widman, Assistant County Attorney, Ed Gilliland, Human Resources Director, Gloria Mollet, Assistant Human Resources Director, and Patrick Gill, Auditor/Clerk to the Board.

1. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.

2. Citizen concerns.

3. Motion by Taylor second by Ung to approve the Agenda for April 21, 2015. Carried 5-0. Copy filed.

4. Motion by Clausen second by Taylor to approve the minutes of the April 14, 2015 Board meeting. Carried 4-0; Ung abstained. Copy filed.

5. Motion by Clausen second by Smith to approve the county's claims totaling $583,503.03. Carried 5-0. Copy filed.

6. Motion by Monson second by Taylor to approve the transfer of Donald Armstrong, Sergeant, County Sheriff Dept., effective 4-13-15, $30.81/hour. Transfer from Patrol to Courthouse Safety & Security; the promotion of David Benson, Sergeant, County Sheriff Dept., effective 04-13-15, $30.81/hour, 7%=$2.07/hour. Per County Sheriff, from Deputy to Deputy Sergeant.; the separation of Raymond Richtermeier, Temporary Equipment Operator, Secondary Roads. End of Temporary work.; the separation of Delayne Folsom, Temporary Equipment Operator, Secondary Roads Dept., effective 4-15-15. End of Temporary Work.; the separation of Frank Thompson, Temporary Equipment Operator, Secondary Roads Dept., effective 4-15-15. End of temporary work.; and the separation of Mark Elgert, Building Superintendent, Building Services Dept., effective 6-28-15. Retirement. Carried 5-0. Copy filed.

7a. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the Little Sioux Inter-County Drainage District of Monona, Woodbury, and Harrison Counties in Iowa. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,163
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE LITTLE SIOUX INTER-COUNTY DRAINAGE DISTRICT

WHEREAS, the Board of Trustees of the Little Sioux Inter-County Drainage District, in session on the 5th day of March, 2015, requested that the Board of Supervisors levy a special assessment of Sixty-five (65%) Percent of the Original Assessment on all tracts of land, lots, public roads, and railroads in the Little Sioux Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona, Woodbury and Harrison Counties, Iowa, acting as a Drainage Board for the Little Sioux Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the Little Sioux Inter-County Drainage District of Monona, Woodbury and Harrison Counties, Iowa, a special assessment in the amount of Sixty-five (65%) Percent of the Original Assessment, and the Auditors of Monona, Woodbury and Harrison Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under §468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to §445.36 in the year 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7b. Motion by Smith second by Ung to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the McCandles Inter-County Drainage District of Monona and Woodbury Counties, Iowa. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,164
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE MCCANDLES INTER-COUNTY DRAINAGE DISTRICT

WHEREAS, the Board of Trustees of the McCandless Inter-County Drainage District, in session on the 18th day of February, 2015, requested that the Board of Supervisors levy a special assessment of Eighty Percent (80%) of the Original Assessment on all tracts of land, lots, public roads, and railroads in the McCandless Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona and Woodbury Counties, Iowa, acting as a Drainage Board for the McCandless Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the McCandless Inter-County Drainage District of Monona and Woodbury Counties, Iowa, a special assessment in the amount of Eighty percent (80%) of the Original Assessment, and the Auditors of Monona and Woodbury Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under §468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to §445.36 in the year 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7c. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution adopting and levying a special assessment in the Sandhill-Lakeport Inter-County Drainage District of Monona and Woodbury Counties, Iowa. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,165
RESOLUTION ADOPTING AND LEVYING SPECIAL ASSESSMENT
IN THE SANDHILL-LAKEPORT INTER-COUNTY DRAINAGE DISTRICT

WHEREAS, the Board of Trustees of the Sandhill-Lakeport Inter-County Drainage District, in session on the 9th day of March, 2015, requested that the Board of Supervisors levy a special assessment of Fifty Percent (50%) of the Original Assessment on all tracts of land, lots, public roads, and railroads in the Sandhill-Lakeport Inter-County Drainage District to procure funds from which to pay the costs and expenses of repair and maintenance incurred.

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of Supervisors of Monona and Woodbury Counties, Iowa, acting as a Drainage Board for the Sandhill-Lakeport Inter-County Drainage District, that there be and is hereby levied upon all tracts of land, lots, public roads, and railroads in the Sandhill-Lakeport Inter-County Drainage District of Monona and Woodbury Counties, Iowa, a special assessment in the amount of Fifty Percent (50%) of the Original Assessment, and the Auditors of Monona and Woodbury Counties, Iowa, be directed and ordered to spread such levy upon said lands, to be collected under §468.55 in semi-annual installments in the same manner as general property taxes are collected pursuant to §445.36 in the year 2015-2016.

PASSED and APPROVED this 21st day of April, 2015, Board of Supervisors, Monona County, Iowa.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

8. Motion by Clausen second by Ung to approve the application for the 2016 EMS System Development Grant, to designate Dawn Zahnley the Authorized Representative and to designate Jean Jessen as the Fiscal Officer. Carried 5-0. Copy filed.

9. Motion by Smith second by Taylor to approve and authorize the Chairperson to sign a Resolution fixing date for a meeting on proposition to authorize a loan agreement and the issuance of notes to evidence the obligation of the County thereunder. Carried 5-0.

RESOLUTION #12,166
RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED $900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF WOODBURY COUNTY, STATE OF IOWA (FOR ESSENTIAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Woodbury County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed $900,000, as authorized by Sections 331.402 and 331.443, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential county purpose projects as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA:

That this Board meet in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at 4:40 P.M., on the 5th day of May, 2015, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed $900,000 General Obligation Capital Loan Notes, for essential county purposes, the proceeds of which notes will be used to provide funds to pay the costs of public buildings, including equipment, remodeling, reconstruction and additions or extensions to the buildings.
The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed $900,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

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

The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: April 30, 2015)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED $900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE COUNTY (FOR ESSENTIAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Woodbury County, State of Iowa, will hold a public hearing on the 5th day of May, 2015, at 4:40 P.M., in the Board Room, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed $900,000 General Obligation Capital Loan Notes, for essential

county purposes, to provide funds to pay the costs of public buildings, including equipment, remodeling, reconstruction and additions or extensions to the buildings. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.
At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Woodbury County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this 21st day of April, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

10a. Motion by Clausen second by Ung to approve the permit for work within the Highway Right of Way for Vernon Brice for work on 170th St. between Fayette Ave. and Franklin. Carried 5-0. Copy filed.

10b. Motion by Smith second by Taylor to approve a materials contract for supplying corrugated metal pipe culvert with Contect Engineering Solution of Ankeny, IA. Carried 5-0. Copy filed.

11a. Introduction of newly appointed Emergency Management Coordinator, Michelle Skaff.

11b. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution approving a 28E Agreement between Woodbury County, Iowa and the Woodbury County Emergency Management Commission concerning provision of employee benefits, Human Resources, and payroll services. Carried 5-0.

RESOLUTION #12,167
RESOLUTION APPROVING A 28E AGREEMENT BETWEEN WOODBURY COUNTY, IOWA AND THE WOODBURY COUNTY EMERGENCY MANAGEMENT COMMISSION CONCERNING PROVISION OF EMPLOYEE BENEFITS, HUMAN RESOURCES, AND PAYROLL SERVICES

WHEREAS, Woodbury County, Iowa and the Woodbury County Emergency Management Commission desire to enter in an Agreement concerning the efficient and economical provision of human resources, employee benefits, payroll, and other similar services ; and

WHEREAS, the parties have prepared a 28E Agreement relating to said purpose, a copy of which is attached hereto and by this reference made a part hereof, which will establish and set forth the powers, duties, responsibilities, and obligations of each party to the 28E Agreement; and

WHEREAS, said 28E Agreement does not create a separate legal entity; and

WHEREAS, said 28E Agreement should be approved as to form and content and the Chairman of the Woodbury County Board of Supervisors be authorized and directed to execute said 28E Agreement for and on behalf of the Woodbury County.

NOW, THEREFORE, BE IT RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS that the 28E Agreement, referred to in the preamble herein, be and the same is hereby approved as to form and content and the Chairman be and he is hereby authorized and directed to execute the same for and on behalf of Woodbury County.

Dated this 21st day of April, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

11c. Motion by Clausen second by Tylor to approve the 28E Agreement between Woodbury County and the Woodbury County Emergency Management Commission concerning provision of employee benefits, human resources, and payroll services. Carried 5-0. Copy filed.

12. Motion by Taylor second by Ung to postpone action to approve an agreement between Woodbury County and the City of Sergeant Bluff, Iowa regarding the financing of the Dogwood Trail Project. Carried 5-0. Copy filed.

13. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a letter of intent to Baker Group. Carried 5-0. Copy filed.

14. Opening of proposals RFP's for the jail kiosk commissary. The RFP's are as follows:

Iowa Department of the Blind T.N.T. Vending
Trinity Service Group
CBM Managed Services
Keefe Commissary Nework

Motion by Clausen second by Taylor to receive the proposals for the jail kiosk commissary and submit them to the County Sheriff for review and recommendation. Carried 5-0. Copy filed.

15. Reports on committee meetings.

16. Citizen's concerns.

17. Board concerns and comments.

The Board adjourned the regular meeting until April 28, 2015.

Meeting sign in sheet. Copy filed.

#6a

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMEI

MEMORANDUM

TO: **Board of Supervisors and the Taxpayers of Woodbury County**

FROM: **Ed Gilliland, Human Resources Director**
Gloria Mollet, Human Resources Assistant Director
gmollet

RE: **Memorandum of Personnel Transactions**

DATE: **April 28, 2015**

For the April 28, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1) Secondary Roads Temporary Equipment Operator, Separation.
2) Secondary Roads Foreman, from Step 3 to Step 4.
3) Courthouse Safety & Security Supervisor, Separation.
4) Emergency Management Coordinator, Appointment

Thank you.

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

Date: 4-23-15

Weekly Agenda Date: 4-28-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Memorandum of Personnel Transactions

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED:

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: April 28, 2015

*** 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	4-22-15	Temporary Equipment Operator			S	End of Temporary Work.
Johnston, Forrest	Secondary Roads	4-27-15	Foreman	$61,180/year	2%=$1,288/yr	R	Per Wage Matrix, from Step 3 to Step 4.
Pottebaum, Martin	Courthouse Safety & Security	5-01-15	Supervisor			S	Position Eliminated.
Skaff, Michelle	Emergency Management	5-01-15	Emergency Management Coordinator	$45,395/year		A	Job Vacancy Posted 2-11-15. Entry Level Salary: $43,000-$45,000/year.

APPROVED BY BOARD DATE: _____

GLORIA MOLLET, ASST. HR DIRECTOR: Gloria Mollet

#6b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: 4-23-15

Weekly Agenda Date: 4-28-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Authorization to Initiate Hiring Process

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Authorize Chairman to Sign Authorization to Initiate Hiring Process

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED:

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: April 28, 2015

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	P/T Courthouse Safety & Security Officer	AFSCME Grade 3: $14.96- $16.43/hour		
	*Please see attached memo.			

Chairman, Board of Supervisors

(AUTHFORM.doc/FORMS)

Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@sioux-city.org
FAX: 712.279.6522

23 Apr 2015

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 hire for a part-time Courthouse Safety & Security position that was recently vacated. We request this be placed on the agenda for the Tuesday, April 28, 2015 Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

David Drew

Dave Drew, Sheriff

Cc: file

#6C

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: 4-23-15

Weekly Agenda Date: 4-28-15

DEPARTMENT HEAD / CITIZEN: Chairman Mark Monson

SUBJECT: Resolution for Outstanding Citizen

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☒	Approve Motion ☐
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Approval of Resolution Thanking and Commending Harlan Salvatori for Service to Woodbury County.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED:

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

MEMORANDUM

TO: **Board of Supervisors**

FROM: **Ed Gilliland, Director of Human Resources**
Gloria Mollet, Assistant Director of Human Resources
gm

RE: **Woodbury County Employee Recognition and Outstanding Citizen Recognition**

DATE: **April 23, 2015**

The Woodbury County Board of Supervisors want to recognize employee and/or exceptional citizens in Woodbury County that demonstrate selfless service to the County. These individuals have served the citizens of Woodbury County and are worthy of receiving this recognition. Outstanding customer service is to be commended.

We are asking for discussion and action on this item today.

Thank you.

WOODBURY COUNTY, IOWA

RESOLUTION NO.

A RESOLUTION THANKING AND COMMENDING

Harlan Salvatori

FOR YOUR SERVICE TO WOODBURY COUNTY

WHEREAS, Harlan Salvatori has demonstrated himself to be as an outstanding citizen of Woodbury County by volunteering many hours unselfishly for years; and

WHEREAS, the service given by Harlan Salvatori as a Woodbury County citizen, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thank and commend Harlan Salvatori for his years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Harlan Salvatori.

BE IT SO RESOLVED this 21 day of April.

WOODBURY COUNTY BOARD OF SUPERVISORS

Mark A. Monson, Chairman	Jaclyn D. Smith, Member
Larry D. Clausen, Member	Jeremy J. Taylor, Member
Matthew A. Ung, Member	Attest: Patrick F. Gill, Woodbury County Auditor

#7b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: April 24, 2015

Weekly Agenda Date: April 28, 2015

DEPARTMENT HEAD / CITIZEN: Dennis Butler

SUBJECT: Setting Public Hearing for Budget Amendment #2

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discussion and Action to Set Public Hearing for FY 2015 Budget Amendment #2

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED:

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY, IOWA

BOARD ADMINISTRATION

MEMORANDUM

To: Elected Officials & Department Heads

From: Dennis Butler, Finance/Operations Controller

Re: FY 2015 Budget Amendment #2

Date: April 20, 2015

This will be our last budget amendment #2 for FY 2015. If you have any changes in your budget appropriations (increase or decrease), please forward them to myself or Karen James.

It must be remembered, that you have to indicate the source of revenue for any increase in expenditures. Indicate the revenue and expenditure code that will be increased or decreased. The final approval of any increase will be made by the Board of Supervisors.

All amendments must be returned by no later than April 27, 2015. Public hearing date is tentatively on May 28th. The insurance holiday will be taken out of your individual health insurance line item. That will reduce your budgeted line item by 1/12. Budgets are by department/division, make sure you do not exceed those totals.

Thank you for your cooperation.

#7c

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #260761

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

West 18 feet Lot 3 & Lots 4 & 5, Block 16, Hornick's Addition, City of Sioux City, Woodbury County, Iowa
(1814 W. 3rd Street)

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **28th Day of April, 2015 at 4:40 o'clock p.m.** in the basement of the Woodbury County Courthouse.

2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **28th Day of April, 2015**, immediately following the closing of the public hearing.

3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of $350.00** plus recording fees.

4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 14th Day of April, 2015.

ATTEST: WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Mark A. Monson, Chairman

REQUEST FOR MINIMUM BID

Name: Matt Kelsheimer **Date:** 11-3-14

Address: 1817 W. 2nd St. **Phone:** 251-3798

Address or approximate address/location of property interested in:

1814 W 3rd St.

8947 30 286 002

GIS PIN #

***This portion to be completed by Board Administration ***

Legal Description:

W 18 ft. Lot 3 & Lots 4 & 5 Block 16 Hornicks Addition

Tax Sale #/Date: 111-1971, 112-1971, 113-1971 **Parcel #** 260761

Tax Deeded to Woodbury County on: 9-18-73

Current Assessed Value: **Land** 8,000 **Building** 0 **Total** 8,000

Approximate Delinquent Real Estate Taxes: $626.00

Approximate Delinquent Special Assessment Taxes: —

***Cost of Services:** ∅

Inspection to: George Boykin **Date:** 11-3-14

Minimum Bid Set by Supervisor: 350.00

Date and Time Set for Auction: April 28th @ 4:40 p.m.

* Includes: Abstractors costs; Sheriff's costs: publishing costs; and mailing costs.

(MinBidReq/MSWord)

Woodbury County, IA / Sioux City

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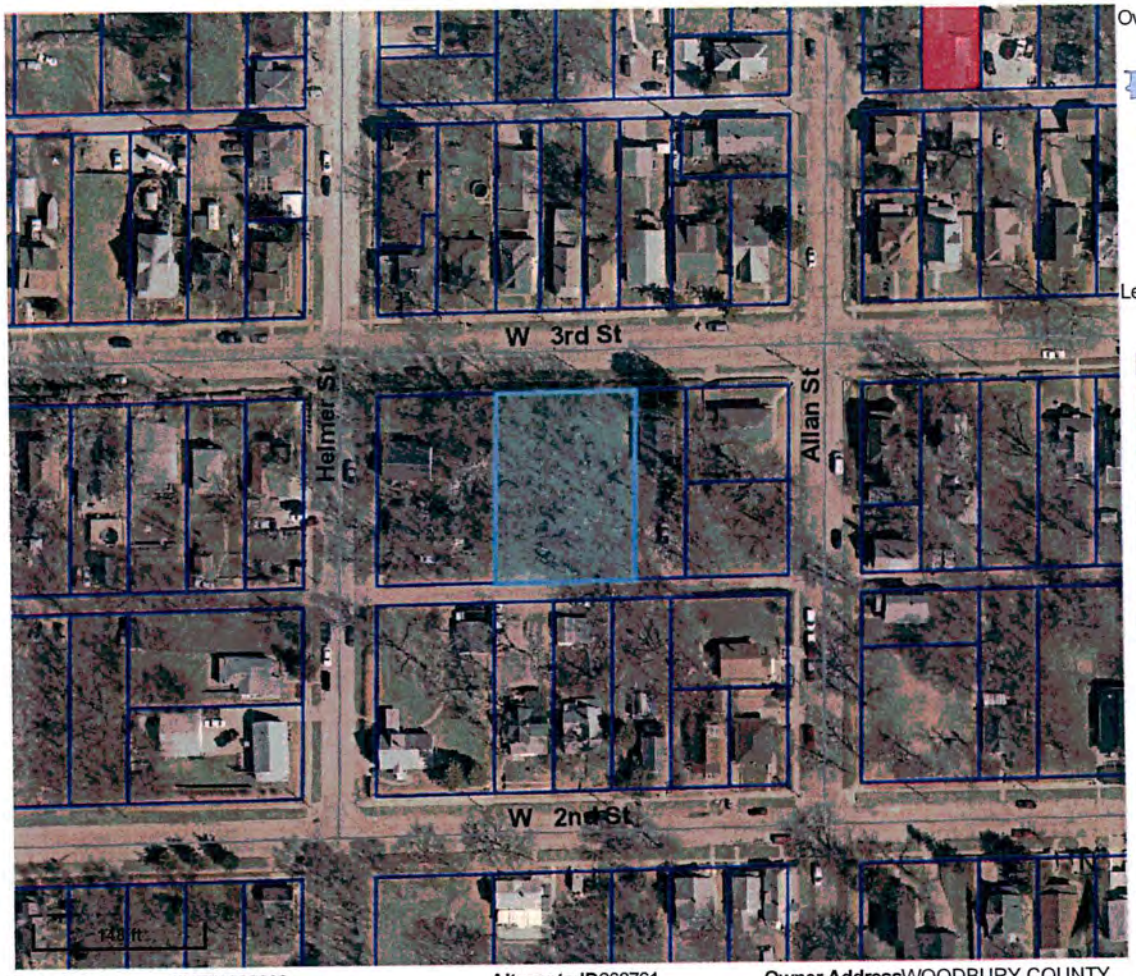
Date Created: 4/8/2015



Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2013
- 2014
- 2015
- Parcels

Parcel ID	894730286002	**Alternate ID**	260761	**Owner Address**	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	**Class**	R		620 DOUGLAS ST
Property Address	1814 W 3RD ST	**Acreage**	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

Brief Tax Description HORNICKS
W 18 FT. LOT 3 AND L
OTS 4 & 5 BLK 16
(Note: Not to be used on legal documents)

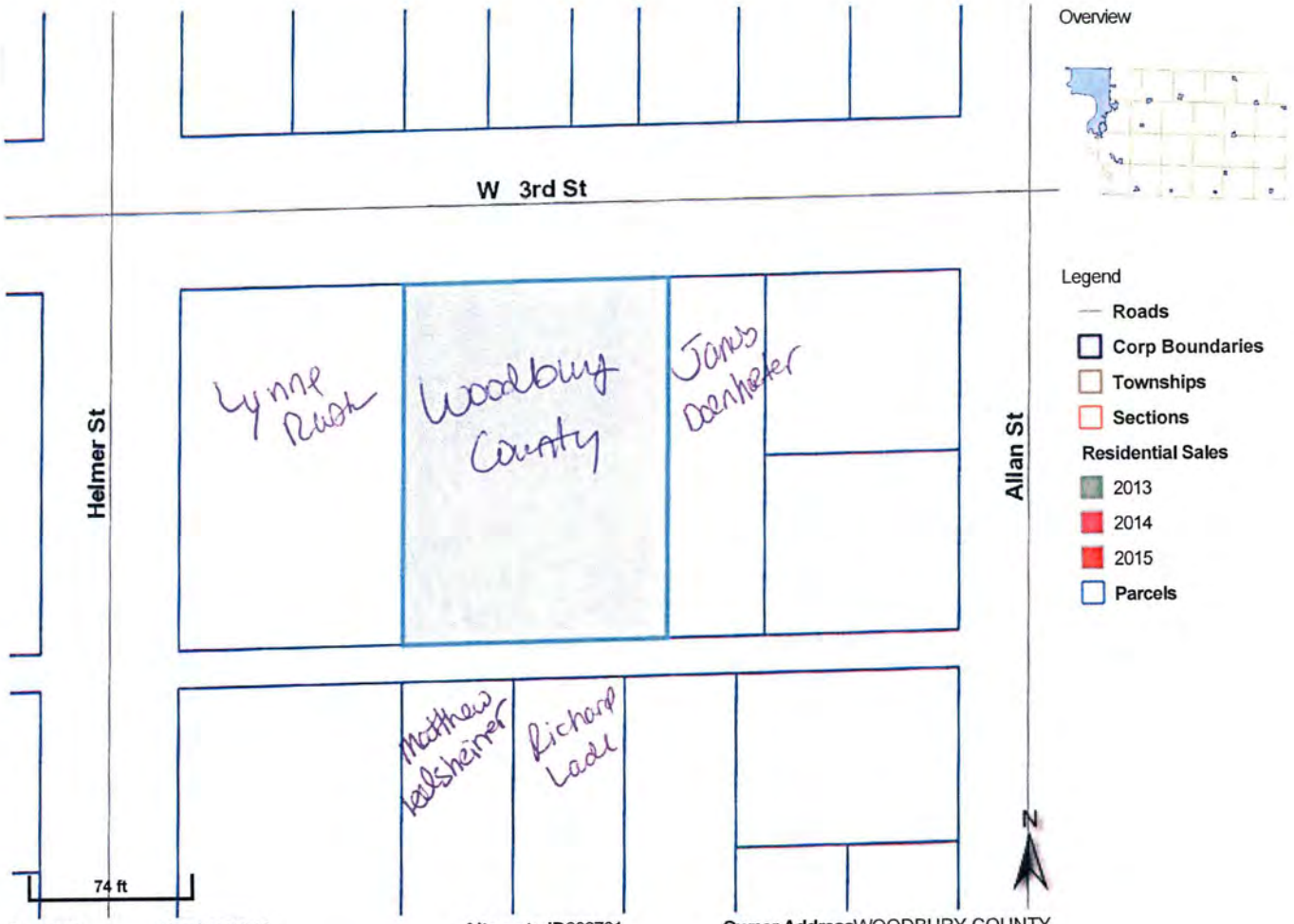
Last Data Upload: 4/8/2015 7:07:16 AM

Schneider developed by
The Schneider Corporation
www.schneidercorp.com

Woodbury County, IA / Sioux City

beacon™

Date Created: 4/8/2015



Parcel ID	894730286002	**Alternate ID**	260761	**Owner Address**	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	**Class**	R		620 DOUGLAS ST
Property Address	1814 W 3RD ST	**Acreage**	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

Brief Tax Description HORNICKS
W 18 FT. LOT 3 AND L
OTS 4 & 5 BLK 16
(Note: Not to be used on legal documents)

Last Data Upload: 4/8/2015 7:07:16 AM

Schneider developed by The Schneider Corporation www.schneidercorp.com

#8a

COUNTY RECORDER'S REPORT OF FEES COLLECTED
(See Chapter 342, Code)

State of IOWA) SS:
County of WOODBURY)

To the Board of Supervisors of WOODBURY County:

I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the abov
State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 1/01/2015 through 3/31/2015 and the same has been paid to the County Treasurer.

	Number of Documents	Fees Collected
R.E. Transfer Tax State-Monthly		26,907.65
County Share R.E. Transfer Tax		16,773.21
Auditor Transfer Fee	849	4,605.00
Records Management Fees	3,171	3,239.00
Lien	143	735.00
Deed	792	9,550.00
Mortgage	822	45,855.00
Contract	57	2,005.00
Release/Assignment	996	6,349.00
Miscellaneous	240	4,020.00
Claimants	51	415.00
Agreement	44	1,240.00
Elec Tran Fee to State Untransferred (Feb & Mar)		2,191.00
UCC 1 & Addendum	32	450.00
Copy Money-Quarterly		1,045.50
Vitals Stats State-Monthly		13,541.00
Vitals Stats County-Quarterly		9,872.00
Accts. Receivable Payment-Quarterly		3,581.00
Transfer to Checking Account		
Previous Qtr. Acct. Receivable Balance		(4,532.00)
Bad Check Adjustment—Quarterly		0
Odd Size Documents	46	460.00
Overpayment Fee	49	212.42
Total	7,292	148,514.78

All of which is respectfully submitted.

Diane Swoboda Peterson
DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 21st **day of** April **,** 2015 **.**

Patrick F. Gill
PATRICK F. GILL County Auditor

#8b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: 4/22/2015

Weekly Agenda Date: 4/28/2015

DEPARTMENT HEAD / CITIZEN: Pat Gill, County Auditor

SUBJECT: Bylaws

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM:

EXECUTIVE SUMMARY: The proposed bylaws have been reviewed and are submitted for adoption.

BACKGROUND: Request by Board members

FINANCIAL IMPACT: None.

RECOMMENDATION: Adoption of bylaws.

ACTION REQUIRED: Motion to approve and authorize the chairman to sign.

Approved by Board of Supervisors March 3, 2015.

First Motion should be, "To adopt the proposed bylaws and authorize the Chairperson to sign."

If changes are to be considered, the next motion should be, "To consider the bylaws by paragraph."

Proposed change A.

If a Vice Chairperson is to be optional as laid out in Section 331.211

The motion should be, "to amend the proposed by laws by striking Sections 1 and 2 under Article IV and insert these amended Sections 1 and 2 under Article IV".

Section 1. Officers and Duties. The officers shall be a Chairperson, a Vice Chairperson, if nominated and elected by a majority of the Board, and a Clerk to the Board. These officers shall perform the duties as prescribed by Iowa Code, these bylaws and by the parliamentary authority adopted by the Board in descending order.

a. **Chairperson.** The Chairperson shall preside at all the meetings of the Board during the year. The Chairperson shall make all committee assignments to committees recognized in these bylaws. The Chairperson shall set the tentative agenda for all meetings of the Board. The Chairperson shall oversee the daily operations of county administration while acting within the policies established by the Board. The Chairperson shall be authorized to establish special purpose committees as needed subject to approval of the Board.
b. **Vice Chairperson.** If elected by a majority of the Board, the Vice Chairperson shall serve during the absence of the Chairperson.
c. **Clerk to the Board.** The Auditor and Recorder or the designee of the Auditor and Recorder shall serve as Clerk to the Board *ex officio*. The Clerk to the Board shall be recognized as the parliamentarian for all meetings of the Board.

Section 2. Time, Nomination Procedure, Method of Elections and Term of Office. The election of The Chairperson shall occur at the first meeting in each year. Nominations shall be made from the floor and the election shall be by roll call vote. A temporary chair shall be elected to preside over the election of the Chairperson. The Chairperson's term shall begin immediately. The Chairperson shall preside over the election of the Vice Chairperson if an election is held.

Proposed Change B.

In order to allow a member to add an item to the agenda for information at the next meeting and possible consideration at a subsequent meeting, the motion should be, "To strike the last sentence in **Section 5. Agenda** under Article VI and insert in its place, 'The Chairperson shall place an item on the agenda for information at the next meeting when requested to do so by member and a subsequent meeting for consideration when directed by a majority of the Board'."

Proposed change C.

If it is desired to remove the "decorum" rule, the motion should be, "To strike the last sentence in **Section 8. Manner of Acting** under Article VI."

Proposed change D.

If it is desired that roll call votes are not called alphabetically with Chairperson voting last, the motion should be, "To strike the second sentence in **Section 9. Roll Call Votes** and insert in its place, 'In each meeting, the roll shall be called from the Chairperson's left on the first request and from the Chairperson's right on the second request and alternate as needed thereafter'."

Proposed change E.

If it is desired that electronic participation is not allowed, the motion should be, "To strike **Section 11. Electronic Participation** and insert in its place, '**Section 11. Member Participation** A member must be physically present in the meeting room in order to participate in a meeting of the Board.'."

Proposed change F.

If it is desired that the bylaws would be in effect for the two years following each general election, the motion should be to, "To insert after the word *year* in **Section 1. Adoption of Bylaws** under Article X, 'following a general election'."

BYLAWS
OF
THE WOODBURY COUNTY BOARD OF SUPERVISORS

ARTICLE 1
Name

The name of this statutorily created assembly is the Woodbury County Board of Supervisors.

ARTICLE II
Purpose

The purpose of this assembly is to perform the duties of the Board of Supervisors according to the Iowa Code.

ARTICLE III
Members

There are five members of the Woodbury County Board of Supervisors. They are elected at large from Woodbury County, Iowa but with equal-population district residence requirements.

ARTICLE IV
Officers

Section 1. Officers and Duties. The officers shall be a Chairperson, a Vice Chairperson and a Clerk to the Board. These officers shall perform the duties as prescribed by Iowa Code, these bylaws and by the parliamentary authority adopted by the Board in descending order.

a. **Chairperson.** The Chairperson shall preside at all the meetings of the Board during the year. The Chairperson shall make all committee assignments to committees recognized in these bylaws. The Chairperson shall set the tentative agenda for all meetings of the Board. The Chairperson shall oversee the daily operations of county administration while acting within the policies established by the Board. The Chairperson shall be authorized to establish special purpose committees as needed subject to approval of the Board.
b. **Vice Chairperson.** The Vice Chairperson shall serve during the absence of the Chairperson.
c. **Clerk to the Board.** The Auditor and Recorder or the designee of the Auditor and Recorder shall serve as Clerk to the Board *ex officio*. The Clerk to the Board shall be recognized as the parliamentarian for all meetings of the Board.

Section 2. Time, Nomination Procedure, Method of Elections and Term of Office. The election of The Chairperson and Vice Chairperson shall occur at the first meeting in each year. Nominations shall be made from the floor and elections shall be by roll call vote. A temporary chair shall be elected to preside over the election of the Chairperson. The Chairperson's term shall begin immediately. The Chairperson shall preside over the election of the Vice Chairperson.

ARTICLE VI
Meetings

Section 1. Compliance with Open Meetings Law. All meetings of the Board shall be scheduled and conducted in compliance with Chapter 21 of the Code of Iowa and other applicable law.

Section 2. First Meeting. The Board shall meet on the first day of January which is not a Saturday, Sunday or holiday.

Section 3. Regular Meetings. The Board shall hold regular meetings on each Tuesday of the year unless canceled or postponed by a majority of the Board.

Section 4. Special Meetings. The Board may hold special meetings from time to time as required to conduct the business of the county. A special meeting may be called by the Chairperson or by the Vice Chairperson in the absence of the Chairperson.

Section 5. Agenda. Items to be considered for a meeting shall be submitted in a format prescribed by the Board. All items requested for Board action shall be submitted in the form of a proposed written motion. The Chairperson shall place an item on the agenda for a subsequent meeting when directed by a majority of the Board.

Section 6. Quorum and Consensus. A quorum and consensus shall consist of three members of the Board. A quorum is required to transact the official business of the County.

Section 7. Majority Required. Unless where otherwise provided by law, a majority of the quorum present is required for the adoption of any matter to come before the Board.

Section 8. Manner of Acting. Any question to come before the Board shall be in the form of a motion made by a member and shall require a second for consideration. Remarks by members shall be limited to ten minutes unless an extension is granted by a majority of the Board. A member or any other elected official of the county shall address the Chairperson and confine their remarks to the question before the Board and shall be respectful of other elected officials and avoid referencing or questioning the motives of another elected official.

Section 9. Roll Call Votes. The Chairperson shall order a roll call vote when requested by a member. The roll shall be called alphabetically except the Chairperson shall be called last. If a member is not ready to vote, the member may pass and shall be called upon again after the roll has been completely called and shall vote or abstain.

Section 10. Effect of Abstention. When a member abstains due to a conflict of interest, the vote of the Board shall be computed on the basis of the number of members not disqualified by reason of conflict of interest. However, at least three (3) members eligible to vote are required for a quorum on any matter. Abstentions that are not due to a conflict of interest shall be counted as a "no" vote.

Section 11. Electronic Participation. A member of the Board may participate in a meeting by electronic means only in circumstances where participation in person is impossible or impractical. Any member participating electronically shall be connected by a speaker phone, video conference, or other device or software, so that the public can hear any discussion by that member. The vote of any member participating electronically must be made public at the meeting and the minutes of the meeting shall include sufficient information to indicate the vote of each member participating.

ARTICLE VII
Committees

Section 1. Committees Required by Iowa Code. All Board representation on committees required by the Iowa Code shall be appointed by the Chairperson subject to approval of the Board.

Section 2. Committes Created by the provisions of Iowa Code Chapter 28E. All Board representation on committees required by 28E agreements shall be appointed by the Chairperson subject to approval of the Board and the requirements of the 28E agreement.

Section 3. Committees Created by Agreement. All Board representation on committees required by agreement shall be appointed by the Chairperson subject to approval of the Board.

Section 4. Committees Created for Special Purpose. All Board representation on committees required for a special purpose shall be appointed by the Chairperson subject to approval of the Board.

ARTICLE VIII
Conflicts of Interest

Except as otherwise provided by law, members shall not have an interest, direct or indirect, in any contract, or job of work, or material, or the profits thereof, or services to be furnished or performed for Woodbury County. Members should avoid any action that would result in, or create the impression of, using public office for private gain, giving preferential treatment to any person, or losing impartiality in conducting county business.

ARTICLE IX
Parliamentary Authority

The rules contained in the most current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with the Iowa Code, these bylaws and any special rules of order that the Board may adopt.

ARTICLE X
Bylaws

Section 1. Adoption of Bylaws. Bylaws shall be adopted at the first meeting in each year.

Section 2. Amendment of Bylaws. These bylaws may be amended at any regular meeting of the Board with a majority vote, provided that the amendment has been submitted in writing at the previous regular meeting.

_____
DATE ADOPTED

_____
CHAIRPERSON

_____
ATTESTOR

9a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: April 23, 2015

Weekly Agenda Date: April 28, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Woodbury County Sheriff Dave Drew

SUBJECT: Award Kiosk Contract

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Approval for the Jail Kiosk Commissary Contract

EXECUTIVE SUMMARY: Enhancing the services provided in the jail, better safety and resource use of Officers, while the vendor system is self-financing.

BACKGROUND: Woodbury County Sheriff Office's implemented a Kiosk visitation system around January 2014. Since the implementation, the Kiosk system has advanced. The Kiosk has the capabilities of providing Inmate Rule Book, PREA Compliance, Inmate Incarceration Records, Commissary, Grievance Requests, Medical Requests, Clothing purchase to name a few.

FINANCIAL IMPACT: The cost to set up the system is absorbed through the revenues generated by the paid services and fees too inmates, the inmate's friends and family members. The cost is deferred percentage wise, over a period of time, from the generated revenues. The vendor's system would have a full auditing team to ensure the books are matched at all times.

RECOMMENDATION: Woodbury County Sheriff Dave Drew recommends the approval of a Vendor to begin the Kiosk process for upgrading the Jail Kiosk System.

ACTION REQUIRED: Approval of Vendor.

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

#96

Date: 04.23.2015

Weekly Agenda Date: 04.28.2015

DEPARTMENT HEAD / CITIZEN: ELECTED OFFICIAL – SHERIFF DAVE DREW

SUBJECT: **PROPOSAL FOR CFI TRAFFIC CONTROL**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: PROPOSAL FOR CFI TRAFFIC CONTROL AT EACH OF CFI'S SHIFT CHANGES

EXECUTIVE SUMMARY: N/A

BACKGROUND: WOODBURY COUNTY IS CURRENTLY WORKING WITH CFI MANAGEMENT TO HELP WITH A MORE EFFECTIVE DISPLACEMENT OF EMPLOYEE AND SUB-CONTRACTOR TRAFFIC IN AND OUT OF CFI'S PLANT. CFI IS EXPECTING A MARKED INCREASE IN VEHICLE TRAFFIC WITH THE INCREASE OF EMPLOYEE AND SUB-CONTRACTORS IN THE NEIGHBORHOOD OF 2,400+. WOODBURY COUNTY IS WORKING ON ALLEVIATING THE CURRENT AND EXPECTED TRAFFIC CONGESTION DURING SHIFT CHANGES.

FINANCIAL IMPACT: PLEASE SEE ATTACHMENT

RECOMMENDATION: DISCUSSION AND MOTION ON THE PROPOSAL

ACTION REQUIRED: APPROVAL OF THE PROPOSAL

Approved by Board of Supervisors March 3, 2015.

Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@sioux-city.org
FAX: 712.279.6522

23 Apr 2015

Re: Proposed plan(s) for Sheriff's Office overtime for CFI traffic control at each shift change

30 Day Proposed Plan:

Manpower:	Three (3) Deputy Sheriff's
Required Hours Per Day, Per Deputy:	Four (4)
Total Hours Per Day:	Twelve (12)
O.T. Rate @ Master Deputy Rate of Pay w/Shift Diff:	$43.54
FICA & IPERS	$2,747.72
Proposed Cost:	$18,422.12

180 Day Proposed Plan:

Manpower:	Three (3) Deputy Sheriff's
Required Hours Per Day, Per Deputy:	Four (4)
Required Work Hours Per Day:	Twelve (12)
O.T. Rate @ Master Deputy Rate of Pay w/Shift Diff:	$43.54
FICA & IPERS	$16,486.33
Proposed Cost:	$110,532.73

Thank you.

David Drew

Funds Available for CIP Planning
Gaming Revenue Funds

Gaming Revenue Funds

Future Projections for FY 15

Fund Cash Balance on Hand April 23, 2015			432,303
Estimated Gaming Revenue for FY 15			64,000
Gaming Revenue - MRHD			37,500
Obligated Funds:			
Transfers:	Equipment Replacement Fund - Conservation Equipment (90,000)	90,000	
	Emergency Services (70,000)	70,000	
	Courthouse Equipment (21,000)	21,000	
	General Basic - (Non-mandated Public Services)	74,971	
	County Attorney CAP Program Remodeling	1,750	
	Other	10,000	
			267,721
Funds Unallocated for FY 2015			228,582

Future Projections for FY 16

Fund Cash Balance on Hand July 1, 2015			228,582
Estimated Gaming Revenue for FY 15			360,000
Gaming Revenue - MRHD			75,000
Obligated Funds:			
Transfers:	Equipment Replacement Fund - Conservation Equipment (90,000)	90,000	
	County Attorney (23,250)	23,250	
	Juvenile Detention (2,500)	2,500	
	Courthouse Equipment (56,500)	63,500	
	Transfer to General Bsaic for all 6000 Line Item Codes	185,775	
	Emergency Services 6000 coded Line Items	77,125	
	Snowcap	2,450	
	Emergency Management Vehicle	22,000	
	Siouxland Regional Transit System	33,320	
	Council on Sexual Asssualt and Domestic Violance	5,586	
	Meals on Wheels	12,760	
			518,266
Funds Unallocated for FY 2016			145,316

Future Projections for FY 17

Fund Cash Balance on Hand July 1, 2016		145,316
Estimated Revenue for FY 17		360,000
Gaming Revenue - MRHD		75,000
Funds Unallocated for FY 2017		580,316

Future Projections for FY 18

Fund Cash Balance on Hand July 1, 2017	580,316
Estimated Revenue for FY 18	435,000
Obligated Funds:	
Funds Unallocated for FY 2018	1,015,316

Future Projections for FY 19

Fund Cash Balance on Hand July 1, 2017	1,015,316
Estimated Revenue for FY 18	435,000
Funds Unallocated for FY 2018	1,450,316

Funds Available for Projects
Local Option Sales Tax (Infrastructure/Economic Funds)

FY 2015 Unallocated Funds

Fund Cash Balance on Hand April 23, 2015			928,567
Loan Payment 1 of 3			32,667
Estimated Revenue for FY 2015			72,332
Obligated Funds:			
Transfers:	General Basic - Economic Development Department - FY 14	182,872	
	Rural Basic - Planning & Zoning	93,514	
Interstate Justification Report County Share		180,900	
Invest in Woodbury County Program (200,000)		200,000	
Economic Development Truck		25,000	
McClure Engineering (25,000)		25,000	
Miscellaneous		25,000	
			732,286
Funds Unallocated for FY 2015			301,280

FY 2016 Unallocated Funds

Fund Cash Balance on Hand July 1, 2015			301,280
Estimated Revenue for FY 2016			500,000
Loan Payment 2 of 3			32,667
Obligated Funds:			
Transfers:	General Basic - Economic Development Department - FY 15	200,720	
	Rural Basic - Planning & Zoning	171,174	
County Fair		23,628	
Invest in Woodbury County Program (200,000)		200,000	
WIT Improvement Regional Housing Trust Fund		15,000	
Senior Community Service Employment Program		10,474	
			620,996
Funds Unallocated for FY 2016			212,951

FY 2017 Unallocated Funds

Fund Cash Balance on Hand July 1, 2016			212,951
Estimated Revenue for FY 2017			500,000
Loan Payment 3 of 3			32,667
Obligated Funds:			
none		0	
			0
Funds Unallocated for FY 2017			745,618

FY 2018 Unallocated Funds

Fund Cash Balance on Hand July 1, 2017			745,618
Estimated Revenue for FY 2018			500,000
none		0	
			0
Funds Unallocated for FY 2018			1,245,618

FY 2019 Unallocated Funds

Fund Cash Balance on Hand July 1, 2018			1,245,618
Estimated Revenue for FY 2019			500,000
Obligated Funds:			
none		0	
			0
Funds Unallocated for FY 2019			1,745,618

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#9c

Date: 04.23.2015

Weekly Agenda Date: 04.28.2015

DEPARTMENT HEAD / CITIZEN: ELECTED OFFICIAL – SHERIFF DAVE DREW

SUBJECT: **PROPOSAL FOR THE PURCHASE OF SPEED DATA SIGNS TO BE USED IN THE CFI AREA TO HELP WITH THE CONTROL OF TRAFFIC**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: **PROPOSAL FOR THE PURCHASE OF SPEED DATA SIGNS TO BE USED IN THE CFI AREA TO HELP WITH THE CONTROL OF TRAFFIC FLOW**

EXECUTIVE SUMMARY: N/A

BACKGROUND: POLE MOUNTED SPEED DATA SIGNS THAT PROJECT AN ON-COMING VEHICLES SPEED, REMINDS DRIVERS TO CHECK THEIR SPEED AND MAINTAIN THE POSTED SPEED FOR THAT ROADWAY. SPEED DATA SIGNS HELP CONTROL THE SAFETY OF THE TRAFFIC FLOW AND REMIND DRIVERS OF THEIR SPEED AND RESPONSIBILITY TO SAFELY OPERATE THEIR VEHICLE.

FINANCIAL IMPACT: $12,330.00

RECOMMENDATION: DISCUSSION ON THE PURCHASE OF THE SPEED DATE SIGNS

ACTION REQUIRED: AT THE BEHEST OF THE BOARD

Approved by Board of Supervisors March 3, 2015.

ALL TRAFFIC SOLUTIONS

A sign of the future.

ORDER ACKNOWLEDGMENT

A division of Intuitive Control Systems, LLC
3100 Research Drive,
State College, PA 16801
Phone: 814-237-9005
Fax: 814-237-9006
Tax ID: 25-1887906

Order Date:
4/20/2015 1:11:19 PM

Order No.: SO-007102

Customer Purchase Order: LT Hertz

Bill To:
County of Woodbury
407 Seventh St, Law Enforcement Center
Sioux City, IA 51101

Ship To:
Don Groves
County of Woodbury
Prairie Hills Work Release
1600 County Home Road
Sioux City, IA 51106

Charles Hertz chertz@sioux-city.org Account Number: 202253 End Customer: County of Woodbury End Account Number: 202253	Payment Terms: Net 30 Ship Via: FedEx	Shipping Instructions:

Item No.	Description	Qty Ord.	Unit Price	Ext Price
4000741	SpeedAlert 18 Radar Message Sign (RMS); base unit w/ mounting bracket	2.000000	$3,720.00	$7,440.00
4000647	App, Traffic Suite (12mo); Equip Mgmt, Reporting, Image Mgmt, Alerts, Mapping and PremierCare	2.000000	$1,500.00	$3,000.00
4000767	Base Model CREDIT, speed display; requires min 1 yr TraffiCloud Traffic Suite	2.000000	($600.00)	($1,200.00)
4000760	All Options Activation: Bluetooth, Traffic Data, Violator Alert, Pictures, Linking (as applic)	2.000000	$3,000.00	$6,000.00
4000719	Options CREDIT; requires TraffiCloud Traffic Suite	2.000000	($3,000.00)	($6,000.00)
4000716	Solar battery kit, (Sh12,Sh15,SA18,iA18): 26Ah batt & enclosure, w/ solar controller (60Wmax)	2.000000	$495.00	$990.00
4000660	Solar panel, 60W; includes bracket for pole and harness	2.000000	$950.00	$1,900.00
4000829	GSM H5 3G communications prep	2.000000	$0.00	$0.00
			Sale Amount	$12,130.00

Iinvoice to:
Woodbury County Sheriff's Office
407 7th St.
Sioux City, IA 51102
Attn: LT Hertz
Shipping:
Woodbury County Sheriff's Office
Prairie Hills Work Release
1600 County Home Road
Sioux City, IA
Attn Don Groves

Shipping	$200.00
Sales Tax	0
Balance Due:	$12,330.00

Thank you for your order

#10

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQU

Date: 4-20-15

Weekly Agenda Date: April 28, 2015

DEPARTMENT HEAD / CITIZEN: Supervisors Larry Clausen

SUBJECT: Courthouse Safety & Security Policy

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☒	Attachments ☐

WORDING FOR AGENDA ITEM: Discussion on safety and security policy

EXECUTIVE SUMMARY:

BACKGROUND: Supervisors use of East alley door

FINANCIAL IMPACT: N/A

RECOMMENDATION: All should use North entrance during business hours

ACTION REQUIRED: Reinforce safety and security policy adopted August 26, 2014, on May 5, 2015.

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY COURTHOUSE SAFETY AND SECURITY POLICY

As adopted by Resolution on August 26, 2014

I. Policy:

All individuals entering the Woodbury County Courthouse shall be subject to this Safety and Security policy at all times.

All individuals entering the Woodbury County Courthouse during public hours shall be subject to Safety and Security screening by the Woodbury County Courthouse Safety and Security Team using a combination of walk-through, handheld, and package screening devices. Firearms, knives and personal protection devices are prohibited in the Courthouse subject to the provisions of Section IV of this policy.

The Woodbury County Board of Supervisors seeks to establish an appropriate level of Safety and Security that minimizes the opportunity for physical violence and/or injury to employees, the public, and anyone conducting business in the Woodbury County Courthouse. Responsibility for implementing and enforcing this Safety and Security policy falls under the guidance of the Woodbury County Board of Supervisors pursuant to Iowa Code §§ 331.502(1) and 602.1303.

Woodbury County does not discriminate on the basis of disability in the admission or access to its services, programs, or activities. For information on accessibility and to request reasonable accommodations at least three (3) days in advance, please contact the Woodbury County Board of Supervisors 712-279-6525 or Woodbury County Human Resources at 712-279-6480.

II. Scope:

If not otherwise specified in this policy, the Woodbury County Courthouse Safety and Security Team shall establish screening procedures that balance the need for Safety and Security with the productivity and functional needs of maintenance workers and employees of contractors/businesses hired by Woodbury County or the Judicial Branch to conduct work in the building. The Board Chairman (or their designated representative if he or she is not available or so elects) shall mediate any dispute regarding required access that may occur between a department head or elected official and the Courthouse Safety and Security Team.

All persons entering the Woodbury County Courthouse are subject to Safety and Security screening including elected officials, judges, and employees of said. The only exception would be duly authorized and sworn officers with proper identification who are responding to a disturbance, request for assistance, or other urgent professionally related matter. All persons in the Courthouse may be subject to additional unannounced searches with probable cause at any time as determined by the Woodbury County Courthouse Safety and Security Team or at the direction of the Chief Judge of the Third Judicial District of Iowa.

Access to the Woodbury County Courthouse during non-public hours and within the Courthouse shall at all times be controlled by an access control system.

III. Entrances:

A. North Door Access:

1. The North Door entrance shall be staffed as a Security Screening Entrance by Woodbury County Courthouse Safety and Security Team. The entrance shall be open to the general public from 8:00 am until 4:30 pm and at all times court is in session, Monday through Friday (except legal holidays common to both County and Judicial Branch employees).
2. The Safety and Security Team will be in place from 7:00 am until 5:00 pm to screen for employees and shall be available as needed for meetings and special events held in the Courthouse outside those hours.
3. The North Door entrance shall be designated as the entrance that is accessible to persons with disabilities and for deliveries to the Courthouse.

B. West Door Access:

The West Entrance is an emergency egress only with alarms.

C. East Access (Supervisors' Chambers and Freight Access):

The East Entrances are emergency egress only and shall only be used as an entrance as necessary for proper building function as approved by the Woodbury County Courthouse Safety and Security Team.

D. The Northeast Door Access:

The Northeast Entrance is an emergency egress only with alarms and shall only be used as an entrance as necessary for proper building function as approved by the Woodbury County Courthouse Safety and Security Team.

E. Cameras will be placed to monitor and record entrance and exit activity at all times.

IV. Weapons:

A. Firearms, Knives, and Other Weapons:

1. Any unauthorized person who is attempting to enter the Courthouse with a firearm, explosive device, offensive weapon, knife of any size, electronic control device, or other dangerous weapon shall be denied access and may be subject to arrest or detainment for arrest.

   Under no circumstance shall said person be allowed entry with the weapon remaining in their possession.
2. Court Security Deputies and Deputies escorting inmates to court shall be authorized to carry weapons in the Courthouse.
3. The Sheriff and his Deputies shall be allowed in while on official duty and on a priority basis when responding to a call for assistance in the Courthouse.
4. Courthouse Safety and Security personnel shall be authorized to carry firearms and other weapons (provided they are certified in the use thereof) as approved by the Woodbury County Board of Supervisors.
5. Uniformed law enforcement personnel or law enforcement personnel with valid official identification displaying their photograph shall be authorized to carry weapons in the Courthouse.
   a. Judges may set additional restrictions governing the possession of weapons by law enforcement personnel within a courtroom.
   b. Law enforcement personnel involved as a party in a civil proceeding which is not related to his/her employment as a peace officer shall be subject to the restrictions as outlined in subsections (1) and (2) above.

With prior approval, the provisions of this section may be waived to allow reasonable accommodation for the lawful activities of participants in judicial matters, e.g., court exhibits. Authorization to bring items restricted by this policy into the Courthouse shall be evaluated and granted/denied on a case-by-case basis by the Woodbury County Courthouse Safety and Security Team. The Courthouse Safety and Security Team shall establish a procedure to accommodate such requests and the safe handling of restricted items while within the Courthouse.

V. Personal Electronic Devices:

New technologies have facilitated legal research as well as case preparation and presentation. They have also dramatically changed the means and expectations, which people have, in communicating with one another. Many people routinely carry some form of cell phone, smartphone, personal digital assistant, tablet, laptop, or other similar portable wireless communications or computing device (hereinafter collectively referred to as "Personal Electronic Devices"). To maintain the decorum of court proceedings, ensure a fair trial, and protect the rights and safety of court participants in this rapidly changing environment, it is important that courts place appropriate limits on the use of Personal Electronic Devices.

A. Within the Courthouse (Outside Courtrooms):

1. Any person may bring a Personal Electronic Device, subject to inspection and security screening, into the Courthouse.
2. If the Personal Electronic Device contains a phone function, its ring function shall be turned off at all times within the Courthouse. Telephone conversations are permitted but shall not interfere with the efficient functioning of the courts or County offices.
3. Persons inside the Courthouse may use a Personal Electronic Device but only if the Personal Electronic Device is operated in a manner that is unobtrusive and does not interfere with the integrity, dignity, and decorum of the Courthouse or the efficient operation of court business.
4. No person shall use a Personal Electronic Device to communicate with any courtroom participant at any time during the course of any proceedings. A "courtroom participant" includes an attorney, litigant, witness, or juror, who is present in the courtroom as part of the conduct of any proceedings.
5. No person shall use a Personal Electronic Device to photograph or otherwise communicate identifying information regarding jurors or witnesses. In addition to any penalties described below, violation of this subsection may result in criminal prosecution.

B. Woodbury County Courthouse Safety and Security Detail shall not substitute or interfere with the Courtroom Security provided by the Sheriff per Iowa Code Section 331.653(4).

C. Woodbury County Courthouse Safety and Security shall work in harmony with those employed by the Sheriff to ensure that all people are safe and secure.

D. Visitors and employees must be aware that within the Courtroom:

1. Unauthorized persons must turn off all Personal Electronic Devices before entering a courtroom.
2. Courtroom participants, as defined in above subsection A (5), excluding jurors, shall be authorized to use Personal Electronic Devices. However, if the Personal Electronic Device contains a phone function, its ring function shall be turned off at all times within the courtroom. No telephone conversations are permitted within the courtroom, unless specifically authorized by the presiding judge.

E. Media Coverage:

The Expanded Media Coverage rules found in Chapter 25 of the Iowa Court Rules shall apply to all persons entering the Courthouse. A copy of the full rules may be found at https://www.legis.iowa.gov/IowaLaw/CourtRules.aspx.

Unless otherwise specified in the Iowa Court Rules, members of the media seeking to use Personal Electronic Devices within a courtroom shall submit such requests to the Regional Media Coordinator. All media will need to submit to the screening process upon entry to the Courthouse and check in with Court Administration.

F. Violation:

Persons violating this section may have the use of their Personal Electronic Device restricted, including, but not limited to, being asked to move to another location or having their Personal Electronic Device confiscated. Persons in violation of this section shall also forfeit the privilege of bringing a Personal Electronic Device into the Courthouse or courtroom for the remainder of the proceedings for that particular case. Furthermore, persons in violation of the section may be held in contempt, which could result in a fine or jail time being levied. Finally, the court, in its discretion, may order that any audio recording, photographs, video, or communication made in violation of these rules be destroyed.

VI. Deliveries:

Delivery personnel and packages shall be subject to Safety and Security screening. Delivery vehicles shall be parked in a regular marked parking space. Delivery vehicles too large to fit in a regular marked parking space shall be directed by Courthouse Safety and Security personnel as to where they should park. **No delivery vehicles shall be allowed to park directly in front of any entrance. All delivery persons and their deliveries are subject to search and shall only enter with approval and guidance of the Woodbury County Safety and Security Detail. Deliveries shall be scheduled at other than peak entry times.**

VII. Public and After-Hours Use:

Use of the Courthouse by any entity or organization shall be governed by the Woodbury County Building Use Policy. All persons entering after hours shall enter through the North Door Main Entrance and shall check in. All off hour entry and exit will be monitored and reviewed by Safety and Security.

Gloria Mollet - Use of Doors for Entrance and Exit

From: Ed Gilliland
To: County All
Date: 9/23/2014 4:13 PM
Subject: Use of Doors for Entrance and Exit

Good Afternoon Everyone!

It has come to my attention that there have been people using entrances they should not be using.
Please keep in mind, there is recorded surveillance of each exit and entrance.

The only entrance that may be used for non emergency entrance into and exit from the building is the North Main Entrance, unless it is a vital part of your job function to use one of the other entrances or exits.
In a true emergency, such as a fire, you should exit through the nearest door.
IF your job function requires you to use one of the other entrances, please do so.
IF it is not a **vital** part of your job function to use the other entrances or exits, please do not use them.
We appreciate your help in this matter.

Thank you!!!

Respectfully,

Ed G.

Edward S. Gilliland
Director Human Resources
Woodbury County
620 Douglas Street, Room 701
Sioux City, Ia 51101

#11

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 4-23-15

Weekly Agenda Date: 4-28-15

DEPARTMENT HEAD / CITIZEN: Mark Monson

SUBJECT: Approve agreement between RML Architects L.L.C. and the County

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Approve agreement between RML Architects L.L.C. and the County

EXECUTIVE SUMMARY: The Board has approved going forward with the elevator upgrade. This agreement with RML will set in motion design, estimates of cost and preparation of an RFP.

BACKGROUND:

FINANCIAL IMPACT: See Rates scale attached.

RECOMMENDATION:

ACTION REQUIRED: Approve Agreement with

Approved by Board of Supervisors March 3, 2015.

April 17, 2015

Mr. Mark Monson, Chair
Woodbury County Board Of Supervisors
Woodbury County Courthouse
Sioux City, Iowa

Re: Architectural / Engineering (A/E) services proposal
Update 2 passenger elevators
Woodbury County Courthouse
Sioux City, Iowa

Architect's Project #1507

Dear Mr. Munson,

RML Architects L.L.C.

Robert M. Lee, NCARB
Mike Neswick
Regina Smith, NCARB

Thank you for the opportunity to quote A/E services for the Update of two passenger elevators in the beautiful historic Woodbury County Courthouse. We will be working together with West Plains Engineering (WPE) of Sioux Falls, South Dakota on this project. Melanie Raap from WPE and I have been on site to preliminarily go over the project with the maintenance staff and this is our understanding of the scope of the project.

We understand that the goal of this project is to replace the elevator equipment and controls in the elevator penthouse for the two passenger elevators in the courthouse. We would also be in charge of upgrading the two existing elevator cabs to bring them up to current building, ANSI, and ADA compliance. This would also entail new controls and panels in the cabs along with call station and equipment upgrades on the various floor lobbies. We have been in contact with the company that currently performs service on these two elevators and they have agreed to assist us in assessing the existing system so we can prepare bid documents for the upgrades. We are aware of the County's desire to use non-proprietary components to the extent it is possible so that service to these elevators is not limited in the future.

We will coordinate with the County's Historical restoration consultant and various government agencies in order to maintain as much integrity in design concepts for this Historical Architectural treasure as is possible within the codes that must be followed.

922 Douglas St.
Sioux City, Iowa 51101
Ph. 712-293-0332
Fax 712-293-0335
www.rmlarchitects.com

Our A/E team of RML Architects, LLC and West Plains Engineering propose to furnish full A/E services for this project including but not limited to:

- Site information gathering
- Working with current staff and service repair entity to assess condition of the existing elevators and develop a plan of corrective measures.
- Preliminary design of corrective measures plan
- Design development of corrective measures plan
- Prepare full bid documents
- Assist Woodbury County with the taking of bids for the project including but not limited to distributing bid documents, answering contractor questions during bidding, preparing addendums during the bid process, assist Woodbury County with opening of the bids, review and make recommendations based on the opened bids, assist with contractor negotiation, and prepare contracts between the owner the successful low bidder.
- Review and approve shop drawings during the construction administration phase of the project.
- Observe the contractor during the construction phase.
- Review contractor's applications for payment on the project.
- Assist the owner and contractor with attaining the necessary permits at the end of the project.

We propose to provide these services for a lump sum of $30,000 plus reimbursable expenses. A copy of our reimbursable expenses rate sheet is accompanied herewith. We will prepare a standard AIA form agreement between Owner and Architect for this project.

We have enjoyed our continued relationship with Woodbury County over the years and look forward to serving your needs into the future.

Sincerely,

Mike Neswick, Partner
Cc: West Plains Engineering
File

SCHEDULE OF REIMBURSABLE EXPENSES

COPIES up to 11x17	Black & White	$0.16/Sheet
	Color	0.55/Sheet
PRINTS	Up to 24x36 Size	3.30/Sheet
	30x42 Size	5.00/Sheet
COLOR DRAWING PLOTS	Up to 24x36 Size	6.60/Sheet
	30x42 Size	8.00/Sheet
	Glossy	Add 2.00/Sheet
FAX	Incoming or Outgoing	0.50/Sheet
BOARD MOUNTED DISPLAYS		34.00/Board
MISCELLANEOUS	Mileage, Postage, Large Format Copies, Supplies, Out of Town Lodging, Out of Town Meals and Out of Town Travel Expenses including fares and car rental	Cost + 15%

SCHEDULE OF HOURLY RATES

Partner	135.00/Hour
CAD Technician II	77.00/Hour
CAD Technician I	45.00/Hour
Clerical	45.00/Hour

RML Architects, LLC also offers an Architectural fee based on a percentage of the construction cost or a fixed Architectural fee. Fees are negotiated on a project-by-project basis.

Fees are subject to change without notice.

Earning your trust...since 1982.

#12a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: April 23, 2015

Weekly Agenda Date: April 28, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: Resolution for Support of RISE Grant Application for Port Neal Circle of AGP Expansion

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consider Approval X

WORDING FOR AGENDA ITEM: Consider approval of a resolution supporting a RISE Grant application for improvements to Port Neal Circle to support the AGP, Inc. expansion project.

EXECUTIVE SUMMARY: This resolution supports the county's application for funds to improve Port Neal Circle. The proposed project split is for an 80% RISE grant with the remaining 20% will be funded by the local funds.

BACKGROUND: This is a new project to support the AGP expansion.

FINANCIAL IMPACT: The project has a preliminary estimate of $1,100,000. Detailed estimate has not yet been developed. The Secondary Road Department is requesting Immediate Opportunity RISE funds which participate at up to 80% of project cost. No funds are currently programmed for this project.

RECOMMENDATION: Recommend approval

ACTION REQUIRED: Motion to approve the resolution to apply for a RISE grant.

WOODBURY COUNTY, IOWA

RESOLUTION NO. _____

A RESOLUTION IN SUPPORT OF AND AUTHORIZING THE FILING OF AN APPLICATION FOR RISE PROJECT FUNDING WITH THE IOWA DEPARTMENT OF TRANSPORTATION

WHEREAS, Ag Processing, Inc., desires to expand it existing operations in Woodbury County, State of Iowa, at 2753 Port Neal Circle, Sergeant Bluff, Iowa. Ag Processing, Inc. (also known as AGP, Inc.) will make a capital investment of $90 million for this expansion, and will directly hire 19 highly paid skilled employees to perform specialized work associated with its vegetable oil refinery;

WHEREAS, Woodbury County has determined it necessary to improve its current highway system serving the area to the property owned by AGP, Inc. at which the new refinery will be constructed; and

WHEREAS, the planned refinery and permanent job creation commitments are contingent upon transportation improvements being made to support the plant expansion and the new traffic generated by the business expansion; and

WHEREAS, the Iowa Department of Transportation administers the RISE program, which is designed to fund transportation improvements related to job creation; and

WHEREAS, RISE funding is essential in order for the county to make necessary transportation improvements in the area; and

WHEREAS, without an immediate commitment of RISE funds, these necessary transportation improvements cannot be completed in a timely manner, thus jeopardizing the AGP, Inc. commitment to creating jobs and opportunities for future industrial growth in Port Neal Area of Woodbury County; and

WHEREAS, Woodbury County is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the Board of Supervisors is the duly elected governing body of Woodbury County, Iowa; and

IT IS HEREBY RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. The Woodbury County Board of Supervisors is in full support of the opportunity to promote permanent job creation in Woodbury County and the related RISE program application.
2. The improved road serving the expanded plant site will continue to be dedicated to serve the public use.
3. Improvements to existing highways will serve not only the new plant, but assist in accommodating traffic to other area industries, present and future.

4. Woodbury County will assure that the RISE funded improvements will be adequately maintained according to the RISE program administrative rules.
5. Woodbury County will guarantee at least 20% of the funds for the Project from funds other than the RISE program.
6. County staff is authorized to prepare and file a RISE program application and any materials deemed necessary.

SO RESOLVED this 28th day of April 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

Mark Monson, Chairman

ATTEST:

Larry Clausen, Member

Patrick F. Gill, County Auditor

Jaclyn Smith, Member

Jeremy Taylor, Member

Matthew Ung, Member

#126

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: March 12, 2015

Weekly Agenda Date: March 17, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: Federal Aid Agreement for Bridge Construction

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consider Approval X

WORDING FOR AGENDA ITEM: Consider approval of final quantities as per IDOT audit for county highway bridge project no. BROS-CO97(93)—8J-97 Located on Glenn Ellen Road over Dead Man Creek Section 21 of Woodbury Township.

EXECUTIVE SUMMARY: This agreement allows reimbursement federal funding for 80% of the final construction costs. The remaining 20% will be funded by the Farm to Market account. This project was listed in the five year construction program, FY 2013.

BACKGROUND: Funding is approved through the Regional Planning Agency (RPA)

FINANCIAL IMPACT: $520,545.67 Federal Aid $130,382.92 Farm to Market

RECOMMENDATION: Recommend approval

ACTION REQUIRED: Motion to approve final quantities for project no BROS-CO97(93)—8J-97.

Woodbury County Project: BROS-CO97(93)--8J-97
Agreement Number: CONTRACT ID: 97-CO97-093

Line Number	Item Number	Item Description	Units	Plan Quantity	Project Quantity	Unit Price	80% Participating Amount	20% Nonparticipatin Amount	Total Amount
10	2101-0850001	Clearing and Grubbing	Acres	3.1	3.1	$ 1,000.00	$ 2,480.00	$ 620.00	$ 3,100.00
20	2102-2710070	Excavation Class 10 Roadway	CY	27275	28065	$ 5.00	$ 112,260.00	$ 28,065.00	$ 140,325.00
30	2104-2710020	Excavation Class 10 Channel	CY	4023	4023	$ 4.00	$ 12,873.60	$ 3,218.40	$ 16,092.00
40	2123-740020	Shoulder Finishing, Earth	STA	31.5	31.5	$ 100.00	$ 2,520.00	$ 630.00	$ 3,150.00
50	2401-6745625	Removal of Existing Bridge	LS	1	1	$ 17,000.00	$ 13,600.00	$ 3,400.00	$ 17,000.00
60	2402-2720000	Excavation Class 20	CY	81.8	81.8	$ 30.00	$ 1,963.20	$ 490.80	$ 2,454.00
70	2402-2720100	Excavation Class 20, For Roadway Pipe Culvert	CY	103.6	103.6	$ 5.00	$ 414.40	$ 103.60	$ 518.00
80	2403-0100010	Structural Concrete (Bridge)	CY	294.9	294.9	$ 290.00	$ 68,416.80	$ 17,104.20	$ 85,521.00
90	2404-7775000	Reinforcing Steel	Lbs	124	124	$ 1.00	$ 99.20	$ 24.80	$ 124.00
100	2404-7775005	Reinforcing Steel, Epoxy Coated	Lbs	72884	72884	$ 0.72	$ 41,981.18	$ 10,495.30	$ 52,476.48
110	2414-6424124	Concrete Open Railing, TL-4	LF	262.2	262.2	$ 42.00	$ 8,809.92	$ 2,202.48	$ 11,012.40
120	2416-0100030	Aprons, Concrete, 30 In.Dia	EACH	2	2	$ 804.00	$ 1,286.40	$ 321.60	$ 1,608.00
130	2416-1180030	Culvert Concrete Roadway Pipe, 30 In. Dia	LF	56	56	$ 71.00	$ 3,180.80	$ 795.20	$ 3,976.00
140	2501-0201042	Piles, Steel, HP 10X42	LF	960	960	$ 30.00	$ 23,040.00	$ 5,760.00	$ 28,800.00
150	2501-0201473	Piles, Steel, Hp 14X73	LF	1870	1870	$ 47.00	$ 70,312.00	$ 17,578.00	$ 87,890.00
160	2501-5478073	Concrete Encasement of Steel H Piles, HP 14X73(P10L Type 3)	LF	572	572	$ 70.00	$ 32,032.00	$ 8,008.00	$ 40,040.00
170	2505-4008400	Steel Beam Guardrail Barrier Transition Section	Each	4	4	$ 1,750.00	$ 5,600.00	$ 1,400.00	$ 7,000.00
180	2505-4021010	Steel Beam Guardrail End Anchor Bolted	Each	4	4	$ 175.00	$ 560.00	$ 140.00	$ 700.00
190	2505-4021700	Steel Beam Guardrail end Terminal	Each	4	4	$ 1,750.00	$ 5,600.00	$ 1,400.00	$ 7,000.00
200	2506-4984000	Flowable Mortar	CY	12.8	0	$ 170.00	$ -	$ -	$ -
210	2507-3250005	Engineering Fabric	SY	1280	1280	$ 2.15	$ 2,201.60	$ 550.40	$ 2,752.00
220	2507-6800061	Revetment, Class E	TON	1160	1204.18	$ 34.00	$ 32,753.70	$ 8,188.42	$ 40,942.12
230	2518-6910000	Safety Closure	Each	4	2	$ 50.00	$ 80.00	$ 20.00	$ 100.00
240	2519-4200010	Removal and Reinstallation of Fence, Barbed Wire	LF	1536	1685.83	$ 2.75	$ 3,708.83	$ 927.21	$ 4,636.03
250	2528-8445110	Traffice Control	LS	1	1	$ 4,300.00	$ 3,440.00	$ 860.00	$ 4,300.00
260	2533-4980005	Mobilization	LS	1	1	$ 49,000.00	$ 39,200.00	$ 9,800.00	$ 49,000.00
270	2599-9999020	Modified Class C Gravel	TON	1242	849.36	$ 20.00	$ 13,589.76	$ 3,397.44	$ 16,987.20
280	2601-2634100	Mulching	Acres	3.1	3.6	$ 700.00	$ 2,016.00	$ 504.00	$ 2,520.00
290	2601-2642100	Stabilizing Crop-Seeding and Fertilizing	Acres	3.1	3.6	$ 325.00	$ 936.00	$ 234.00	$ 1,170.00
300	2602-0000020	Silt Fence	LF	3775	1432	$ 1.60	$ 1,832.96	$ 458.24	$ 2,291.20
310	2602-0000030	Silt Fence For Ditch Checks	LF	360	358	$ 4.00	$ 1,145.60	$ 286.40	$ 1,432.00
320	2602-0000060	Removal of Silt Fence	LF	3020	0	$ 0.35	$ -	$ -	$ -
330	2602-0000070	Removal of Silt Fence for Ditch Checks	LF	240	0	$ 1.00	$ -	$ -	$ -
340	2602-0000090	Clean out of Silt Fence	LF	1510	0	$ 0.10	$ -	$ -	$ -
350	2602-0000100	Clean out of Silt Fence for Ditch Checks	LF	120	0	$ 0.10	$ -	$ -	$ -
8001	6100-2403020	Heating of Structural Concrete	CY	3020	338.66	$ 5.00	$ 1,354.64	$ 338.66	$ 1,693.30
8002	6100-2403020	Protection of Structural Concrete	CY	240	66.76	$ 7.00	$ 373.86	$ 93.46	$ 467.32
8003	2110-3825010	Supply and Place Granular Material	LF	30.08	30.08	$ 25.50	$ 613.63	$ 153.41	$ 767.04
8004	2601-2636041	Seed and Fertilize (Rural)	LF	3.9	3.9	$ 2,800.00	$ 8,736.00	$ 2,184.00	$ 10,920.00
8005	2602-0010010	Mobilization for Erosion Control	LS	1	1	$ 750.00	$ 600.00	$ 150.00	$ 750.00
8006		Contractor Mark Up	LS	1	1	$ 1,167.00	$ 933.60	$ 233.40	$ 1,167.00
8007	6200-5000021	Slump Test Deviation	LS		1	$ (246.50)	$ -	$ 246.50	$ (246.50)
						Total	$ 520,545.67	$ 130,382.92	$ 650,435.59

We, the undersigned certify that the above items and amounts listed hereon are true and correct to the best of our knowledge and belief

Mark J. Mahon 12/12/2014
County Engineer Date

IDOT Local Systems District 3 Engineer Date

David R. Dixon 6/26/14
Dixon Construction Company Date

Chairperson of the Board of Supervisors Date

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

#12C

Date: March 12, 2015

Weekly Agenda Date: March 17, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: Federal Aid Agreement for Bridge Construction

ACTION REQUIRED:

Approve Ordinance ☐ Approve Resolution ☐ Approve Motion ☐

Give Direction ☐ Other: Informational ☐ Attachments ☒

Consider Approval X

WORDING FOR AGENDA ITEM: Consider approval of final quantities as per IDOT audit for county highway bridge project no. BROS-CO97(100)—8J-97 Located on 290th Street over Wolf Creek Section 02 of Willow Township.

EXECUTIVE SUMMARY: This agreement allows reimbursement federal funding for 80% of the final construction costs. The remaining 20% will be funded by the Farm to Market account. This project was listed in the five year construction program, FY 2013.

BACKGROUND: Funding is approved through the Regional Planning Agency (RPA)

FINANCIAL IMPACT: $565,950.42 Federal Aid $141,487.61 Farm to Market

RECOMMENDATION: Recommend approval

ACTION REQUIRED: Motion to approve final quantities for project no BROS-CO97(100)—8J-97.

Woodbury County Project: BROS-CO97(100)--8J-97
Agreement Number: CONTRACT ID: 97-CO97-100

Line Number	Item Number	Item Description	Units	Plan Quantity	Project Quantity	Unit Price	80% Participating Amount	20% Nonparticipating Amount	Total Amount
10	2101-0850001	Clearing and Grubbing	Acres	0.97	0.97	$ 2,700.00	$ 2,095.20	$ 523.80	$ 2,619.00
20	2102-2710070	Excavation Class 10 Roadway and Borrow	CY	2964	2964	$ 2.95	$ 6,995.04	$ 1,748.76	$ 8,743.80
30	2102-2712015	Excavation Class 12 Boulders or Rock Fragments	CY	155.56	362.222	$ 15.00	$ 4,346.66	$ 1,086.67	$ 5,433.33
40	2104-2710020	Excavation Class 10 Channel	CY	11676	11676	$ 3.10	$ 28,956.48	$ 7,239.12	$ 36,195.60
50	2123-7450000	Shoulder Finishing, Earth	STA.	25.1	25.1	$ 120.00	$ 2,409.60	$ 602.40	$ 3,012.00
60	2401-6745625	Removal of Existing Bridge	Lump	1	1	$ 25,000.00	$ 20,000.00	$ 5,000.00	$ 25,000.00
70	2402-2720000	Excavation Class 20	CY	289	289	$ 20.00	$ 4,624.00	$ 1,156.00	$ 5,780.00
80	2403-0100010	Structural Concrete (Bridge)	CY	391.6	391.6	$ 300.00	$ 93,984.00	$ 23,496.00	$ 117,480.00
90	2404-7775000	Reinforcing Steel	LB	5828	5828	$ 0.75	$ 3,496.80	$ 874.20	$ 4,371.00
100	2404-7775005	Reinforcing Steel, Epoxy Coated	LB	88315	88315	$ 0.77	$ 54,402.04	$ 13,600.51	$ 68,002.55
110	2407-0551380	Beams Pretensioned Prestressed Concrete, C80	Each	15	15	$ 8,809.00	$ 105,708.00	$ 26,427.00	$ 132,135.00
120	2408-7800000	Structural Steel	LB	3229	3229	$ 2.75	$ 7,103.80	$ 1,775.95	$ 8,879.75
130	2414-6424124	Concrete Open Railing, TL-4	LF	540	540	$ 40.00	$ 17,280.00	$ 4,320.00	$ 21,600.00
140 7001	2501-0201057	Piles, Steel, HP 10X57	LF	1400	1470	$ 35.00	$ 41,160.00	$ 10,290.00	$ 51,450.00
150	2501-0201473	Piles, Steel, Hp 14X73	LF	1800	1800	$ 42.00	$ 60,480.00	$ 15,120.00	$ 75,600.00
160	2501-5478073	Concrete Encasement of Steel H Piles, HP 14X73(P10L Type 3)	LF	440	396	$ 80.00	$ 25,344.00	$ 6,336.00	$ 31,680.00
170	2501-6335010	Prebored Holes	LF	200	200	$ 30.00	$ 4,800.00	$ 1,200.00	$ 6,000.00
180	2505-4008400	Steel Beam Guardrail Barrier Transition Section	Each	4	4	$ 1,650.00	$ 5,280.00	$ 1,320.00	$ 6,600.00
190	2505-4021010	Steel Beam Guardrail End Anchor Bolted	Each	4	4	$ 200.00	$ 640.00	$ 160.00	$ 800.00
200	2505-4021700	Steel Beam Guardrail end Terminal	Each	4	4	$ 1,650.00	$ 5,280.00	$ 1,320.00	$ 6,600.00
210	2507-3250005	Engineering Fabric	SY	641	641	$ 2.50	$ 1,282.00	$ 320.50	$ 1,602.50
220	2507-6800061	Revetment, Class E	TON	790	1092.25	$ 34.00	$ 29,709.20	$ 7,427.30	$ 37,136.50
230	2518-6910000	Safety Closure	Each	2	2	$ 150.00	$ 240.00	$ 60.00	$ 300.00
240	2528-845110	Traffic Control	Lump	1	1	$ 4,200.00	$ 3,360.00	$ 840.00	$ 4,200.00
250	2533-4980005	Mobilization	Lump	1	1	$ 70,000.00	$ 56,000.00	$ 14,000.00	$ 70,000.00
260	2599-9999020	Modified Class C Gravel	Ton	500	379.18	$ 15.00	$ 4,550.16	$ 1,137.54	$ 5,687.70
270	2601-2634100	Mulching	Acres	0.97	0.8	$ 700.00	$ 448.00	$ 112.00	$ 560.00
280	2601-2636043	Seeding and Fertilizing (Rural)	Acres	0.97	0.8	$ 750.00	$ 480.00	$ 120.00	$ 600.00
290	2602-0000020	Silt Fence	LF	112.4	352	$ 5.50	$ 1,548.80	$ 387.20	$ 1,936.00
8001	6100-2501080	Pile Points	Each	18	18	$ 147.00	$ 2,116.80	$ 529.20	$ 2,646.00
8002	6200-5000011	(Price Adjustment) Aggregate Gradation Test Deviation	Lump	1	1	$ (58.50)	$ (46.80)	$ (11.70)	$ (58.50)
8003	6100-2501010	(Extra Work) Splicing of Steel H-Piles	Each	7	7	$ 350.00	$ 1,960.00	$ 490.00	$ 2,450.00
8004	6200-5000011	(Price Adjustment) Aggregate Gradation Test Deviation	Lump	1	1	$ (1,825.20)	$ (1,460.16)	$ (365.04)	$ (1,825.20)
8005	2599-9999005	(Price Adjustment) Failure to comply with FHWA-1273.05 X	Lump	1	1	$(35,779.00)	$ (28,623.20)	$ (7,155.80)	$ (35,779.00)
						Total	$ 565,950.42	$ 141,487.61	$ 707,438.03

We, the undersigned certify that the above items and amounts listed hereon are true and correct to the best of our knowledge and belief

Mark J. Nelson 4/20/15
County Engineer Date

IDOT Local Systems District 3 Engineer Date

David R Dixon 4/18/14
Dixon Construction Company Date
Dave Dixon

Chairperson of the Board of Supervisors Date

#12d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: April 23, 2015

Weekly Agenda Date: April 28, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of permit for overhead or underground utilities in the Highway Right of Way.**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consideration X

WORDING FOR AGENDA ITEM: Consideration of permits for installation of a underground and overhead electric lines within the Highway Right of Way for MidAmerican Energy along and under Old Highway 141.

EXECUTIVE SUMMARY: Permittee working within right of way on a utility project.

BACKGROUND: Work in the county ROW requires a permit from the Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: None

RECOMMENDATION: Recommend approval of application.

ACTION REQUIRED: Motion to approve permit to work in the Highway Right of Way for Whiskey Creek Farms.

Approved by Board of Supervisors March 3, 2015.

Woodbury County Permit No._____

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name MIDAMERICAN ENERGY CO.
223 SOUTH IOWA ST.
Address SIOUX CITY IOWA 51101

Highway OLD HWY 141
Township WOODBURY
City of SIOUX CITY

Office Phone 712-233-4832 Local Phone SAME
Type of Utility Installation UNDERGROUND ELECTRIC
Plans Prepared By PATRICK LEE

Section: SE ¼ of SE¼ Sec 9
T 88 N, R 47 W Section: 9
Copy Enclosed X Yes ____ No

Map Showing Location Enclosed X Yes ____ No

Utility Location is
____ cross right-of-way
____ overhead
____ parallel to right-of-way
X underground

Proposed Method of Installation

____ tunnel	____ suspend on poles	____ cased
____ jack & bore	____ suspend on towers	____ trench
____ open cut	____ plow	X DIRECTIONAL BORE

Estimated Starting Date 5-15-15 Estimated Restoration Date 5-16-15

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Moville, IA 51039. One executed copy will be returned to the Applicant. Ph: 712-873-3215

By _____ Title DESIGN TECHNICIAN
(Signature of Authorized Utility Representative)
Date 4-22-15

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____ Title _____
(Signature of Woodbury County Board Chairman)
Date _____

By _____ Title _____
(Signature of Woodbury County Engineer)
Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

1. The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities. The Board will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to expose, cover up, or disturb any facilities belonging to the Applicant, in order that the Applicant may arrange to protect the facilities. The Board will inform contractors, and others working on the job of the location of the facilities so that reasonable care may be taken to avoid damaging the facilities, however the County and the Board of Supervisors will assume no responsibility for failure to give such notice.

Approved 1/19/99

Woodbury County Permit No. _____

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name MIDAMERICAN ENERGY CO.
223 SOUTH IOWA ST.
Address SIOUX CITY IOWA 51101

Highway OLD HWY 141
Township WOODBURY
City of SIOUX CITY

Office Phone 712-233-4832 Local Phone SAME
Type of Utility Installation O.H. ELECTRIC GUYING
Plans Prepared By PATRICK LEE

Section: SE ¼ of SE¼ Sec 9
T 88 N, R47 W Section: 9
Copy Enclosed X Yes ____ No

Map Showing Location Enclosed X Yes ____ No

Utility Location is
____ cross right-of-way ____ parallel to right-of-way
X overhead GUY ____ underground

Proposed Method of Installation

____ tunnel	X suspend on poles	____ cased
____ jack & bore	____ suspend on towers	____ trench
____ open cut	____ plow	

Estimated Starting Date 5-15-15 Estimated Restoration Date 5-16-15

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Moville, IA 51039. One executed copy will be returned to the Applicant. Ph: 712-873-3215

By _____
(Signature of Authorized Utility Representative)

Title DESIGN TECHNICIAN

Date 4-22-15

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____
(Signature of Woodbury County Board Chairman)

Title _____

Date _____

By _____
(Signature of Woodbury County Engineer)

Title _____

Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

1. The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities. The Board will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to expose, cover up, or disturb any facilities belonging to the Applicant, in order that the Applicant may arrange to protect the facilities. The Board will inform contractors, and others working on the job of the location of the facilities so that reasonable care may be taken to avoid damaging the facilities, however the County and the Board of Supervisors will assume no responsibility for failure to give such notice.

#12e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: April 23, 2015

Weekly Agenda Date: April 28, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of permit to work in the Highway Right of Way.**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consideration X

WORDING FOR AGENDA ITEM: Consideration of permits for work within the Highway Right of Way for Randy Hunt for placement of culvert in an existing entrance on 260th Street.

EXECUTIVE SUMMARY: Permittee working within right of way placing a culvert in a previously dry entrance. Entrance located on 260th Street 2,360 feet east of Dallas Ave.

BACKGROUND: Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

FINANCIAL IMPACT: None

RECOMMENDATION: Recommend approval of application.

ACTION REQUIRED: Motion to approve permit to work in the Highway Right of Way for Randy Hunt.

Approved by Board of Supervisors March 3, 2015.

Woodbury County Secondary Roads Department

759 E. Frontage Road • Moville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT
PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Randy Hunt Phone No.: 712-253-3751

Mailing Address: 2836 Eastland Ave. Salix, IA 51052

Township: Grange Section: 20

Woodbury County, State of Iowa, and Randy Hunt (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Place Culvert in IDNR Entrance to parking area 2360' East of Dallas Ave on North side of 260th Street. Randy Hunt has Permission from the IDNR & drainage district to place culvert.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. **The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.**

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

N/A

L. Woodbury County agrees to provide the following contribution toward completion of this project:
Plow grade line elevations for culvert placement.

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the _____ day of _____, 20 15

Entered into this _____ day of _____, 20 15

_____
Signature of Property Owner or Authorized Representative

_____
Woodbury County Engineer

_____
Chair, Woodbury County Board of Supervisors

OFFICE OF
Woodbury County Planning & Zoning Administrator
SIXTH FLOOR • SEVENTH AND DOUGLAS STREETS – SIOUX CITY, IA 51101
John Pylelo - Planning & Zoning Administrator • jpylelo@sioux-city.org
Peggy Napier - Clerk II • pnapier@sioux-city.org
Telephone (712) 279-6557
Fax (712) 279-6530

APR 22 2015 PM1:26

DATE: April 21, 2015

TO:
Casey Lee - Clerk Woodbury Township
Mark Nahra - Woodbury County, Iowa Engineer
Dave Drew - Woodbury County Sheriff
Michelle Skaff - Woodbury County Emergency Services
Gary Brown - Woodbury County Emergency Services
Lisa McCardle - City Clerk Sioux City, Iowa
Renee Fangman - City Clerk Sergeant Bluff
Sheriff David Drew - Woodbury County, Iowa
Dean Herbst - Iowa Department of Transportation
Lewis Byers - Woodbury County Soil & Water Conservation District
Karen James - Woodbury County Board of Supervisors Office
Dwight Lang - Siouxland Interstate Metropolitan Planning Council
Bryon Whiting - Iowa Department of Natural Resources
David Gleiser - Woodbury County Rural Economic Development
Aaron Lincoln - City Administrator Sergeant Bluff
Mark Huntley - Public Works Director Sergeant Bluff
John Moline - Iowa Motor Vehicle Enforcement

FROM: John Pylelo, Director of Planning and Zoning

RE: Public Hearing for a Conditional Use Permit Application by Dale and Sheila Gernhart and K&L Construction, Inc.; GIS Parcel #8847 21 351 002 addressed 2071 Glen Ellen Rd.

This notice is to advise you property owners Dale and Sheila Gernhart and property lessee K&L Construction, Inc. wish to stage and operate an earthen borrow area upon a portion of a 9.24 acre rural Woodbury County parcel. Woodbury County's zoning ordinances require borrow areas to be permitted by conditional use permitting. The conditional use permit process requires an application and public hearing with permit approval by the Woodbury County Board of Adjustment.

The application filed shows the location of the proposed borrow area to lie within the SW ¼ of the SW ¼ of Section 21 of Woodbury Township. More specific location information is provided in the enclosed mapping. The drive servicing the parcel is addressed 2071 Glen Ellen Road, Sioux City, Iowa.

You are being informed of this meeting and hearing should you wish to make formal comment to the Board of Adjustment on the impact of the applied for use upon public right-of-way, public infrastructure, water sources, public services, public safety, private property or any other comment.
(See Reverse)

The applicants are requesting permitting for the removal of up to 95,326 cubic yards of earthen material for use at an offsite roadway right-of-way project located in Sergeant Bluff, Iowa. The application further requests a haul route impacting the following described rural Woodbury County, City of Sioux City or Sergeant Bluff roadway right of way:

From 2071 Glen Ellen Rd. westerly to Old Lakeport Rd.; thence northwesterly on Old Lakeport Rd. to S. Ridge Rd.; thence westerly on S. Ridge Rd. to S. Lewis Blvd.; thence north on S. Lewis Blvd. to 8th St. Sergeant Bluff; thence west on 8th St. to Harbor Dr.; thence south on Harbor Dr. to the Iowa Department of Transportation I-29 right-of–way lying east of the 6100 block of Harbor Dr.

The Woodbury County Board of Adjustment's public hearing on this matter is scheduled at the Board's 6:00 PM meeting on Monday, May 4, 2015. The meeting and hearing will be held on the 1st floor of the Woodbury County Courthouse, 620 Douglas Street, Downtown Sioux City, Iowa. If attending use the 7th St. entrance to the Courthouse. Be advised security procedures are now in place when entering the Courthouse.

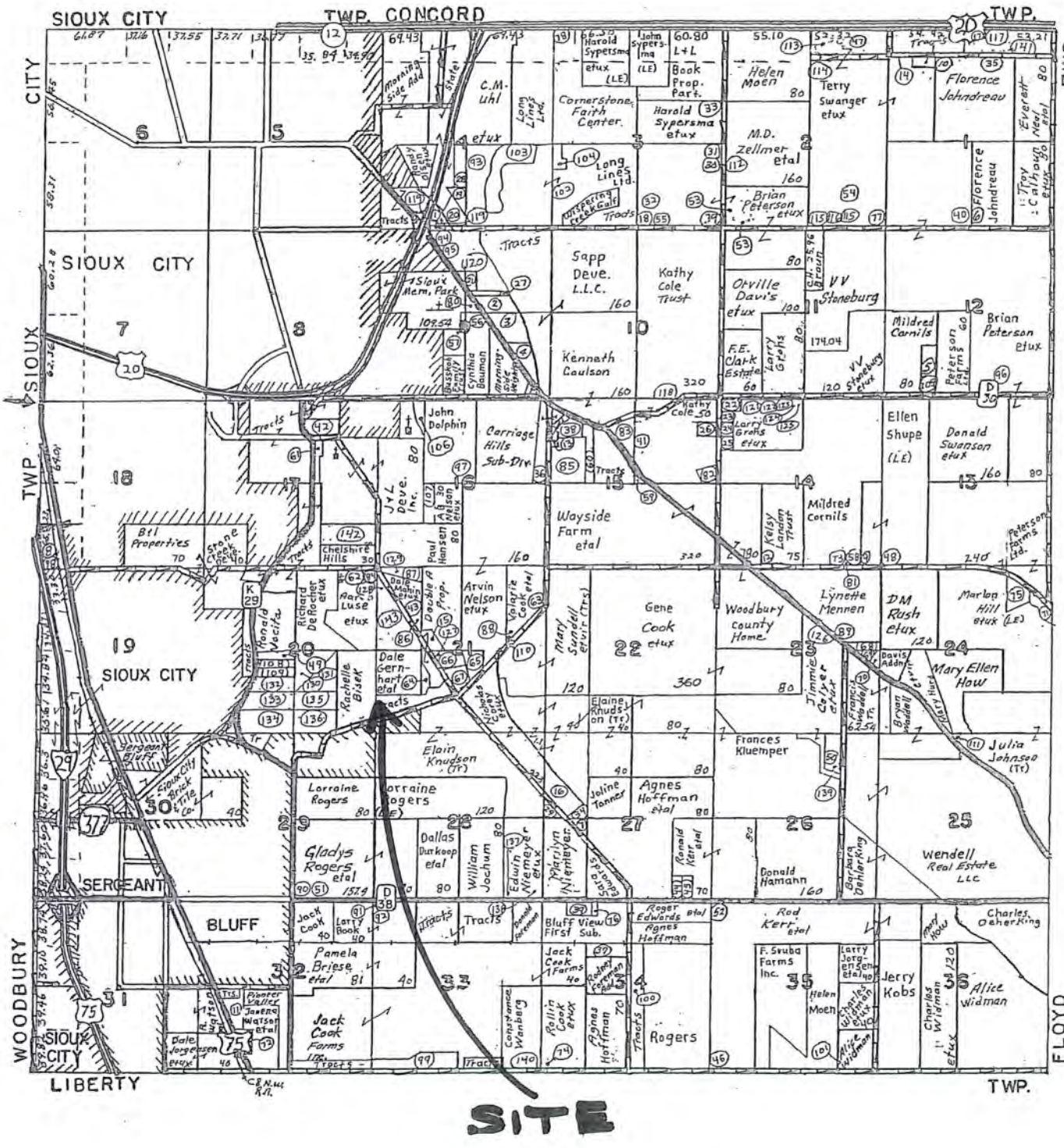
You can provide public testimony regarding this matter by attending the public hearing or by forwarding your written comments by mail to: The Office of Planning and Zoning, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101. Only signed comments will be considered. Please provide your written comments so they are received no later than 10:00 AM Monday May 4, 2015. E-mails should be sent to John Pylelo at:

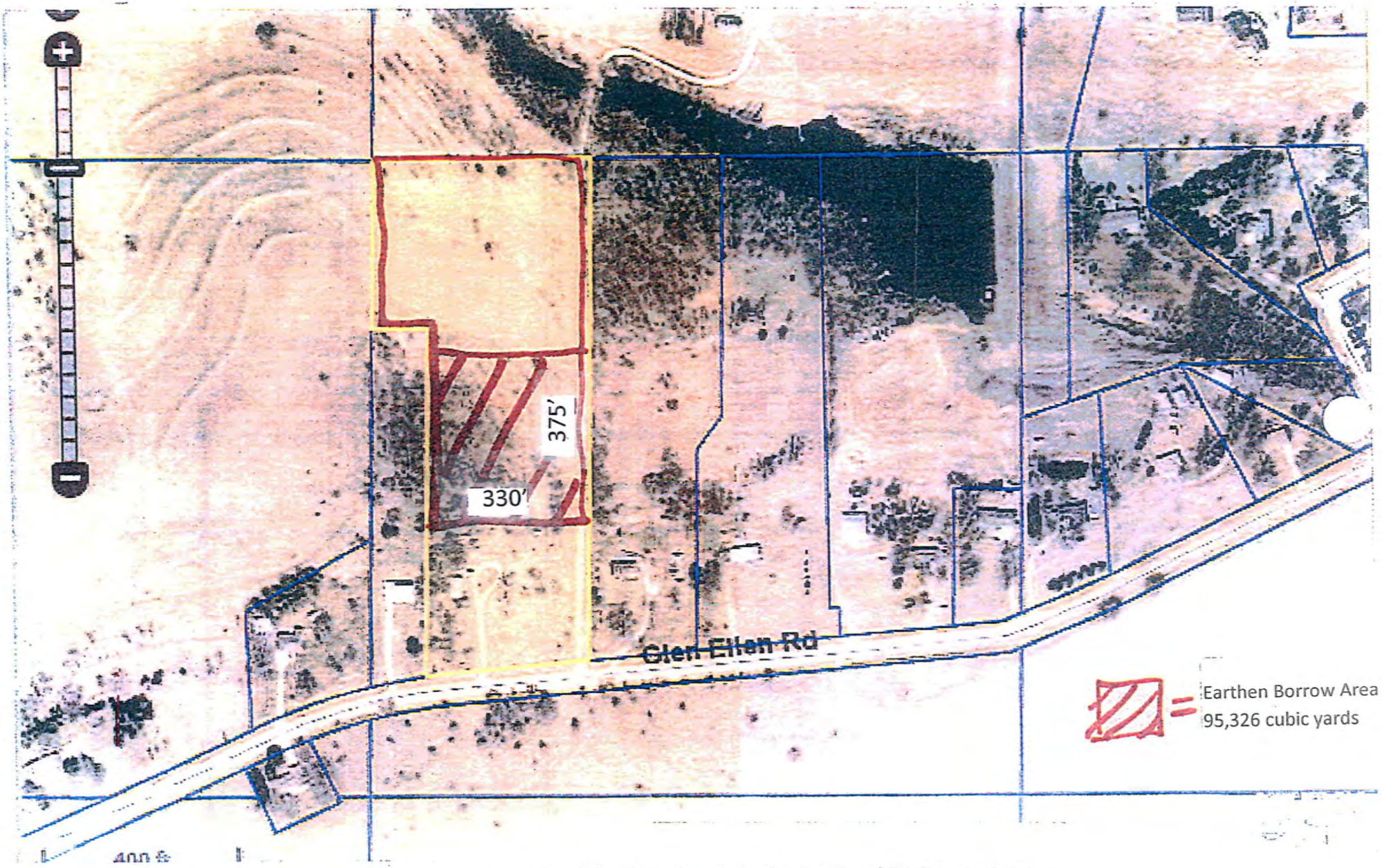
jpylelo@sioux-city.org

See location mapping and parcel information below or enclosed.

WOODBURY (E.Pt.)

Conditional Use Permitting for Gernhart/K&L Constuction, Inc.
2071 Glen Ellen Rd.; GIS Parcel #8847 21 351 002
SW ¼ SW ¼ Section 21 Woodbury Twnshp.





Conditional Use Permitting for Gernhart/K&L Constuction, Inc.
2071 Glen Ellen Rd.; GIS Parcel #8847 21 351 002
SW ¼ SW ¼ Section 21 Woodbury Twnshp.

2015 SIOUX CITY HISTORIC PRESERVATION WEEK
MAY 2ND – 9TH

SATURDAY, MAY 2ND – 11:00AM

7TH ANNUAL BARSTOOL OPEN

Registration at 11:00 AM at Rebo's. Tee-off begins at noon. After party at Firehouse Bar, 4:30 PM. $50 registration for teams of 4. Registration forms available through the Weekender.

SUNDAY, MAY 3RD - 2:00PM

HISTORY OF SIOUX CITY PUBLIC SCHOOLS

BETTY STRONG ENCOUNTER CENTER, 900 LARSEN PARK ROAD

SiouxLandmark presentation on the "History of Sioux City Public Schools" at 2:00 PM. FREE event.

MONDAY, MAY 4TH – 4:00PM

PROCLAMATION OF HISTORIC PRESERVATION

CITY HALL, 5TH FLOOR, COUNCIL CHAMBERS

City Council Proclamation of Historic Preservation Week.

THURSDAY, MAY 7TH – 12:00PM

SIOUX CITY'S BRICK INDUSTRY

SIOUX CITY PUBLIC MUSEUM, 607 4TH ST.

A photographic presentation focusing on the brickyards, companies, technology, and people involved with the industry here. FREE event.

THURSDAY, MAY 7TH – 2:00PM

SIOUX CITY BRICK & TILE CO. TOUR

504 F ST, SERGEANT BLUFF

Join us for a tour of Sioux City Brick & Tile Co., a family owned and operated business since 1913. To register for the tour, please call (712) 279-6174, limited spaces available.

FRIDAY, MAY 8TH – 10:00 AM

PRESS CONFERENCE

CITY HALL, 5TH FLOOR, COUNCIL CHAMBERS

City Manager's Press Conference and Treasure of Sioux City Award presentation.

SATURDAY, MAY 9TH - 10AM - 3PM

NATIONAL TRAIN DAY

RAILROAD MUSEUM, 3400 SIOUX RIVER ROAD

National Train Day events at the Railroad Museum. Events happening from 10AM - 3PM. Admission is $5 per individual, $10 per family.

SATURDAY, MAY 9TH - 10AM - 1PM

SCAVENGER HUNT

SIOUX CITY PUBLIC MUSEUM, 607 4TH ST.

Architectural scavenger hunt beginning at the Sioux City Public Museum, sponsored by the Northwest Iowa Architects. FREE event. 2-4 person teams, cash prizes for the winning teams. Open to the public.

Facts, scavenger hunt clues, tours and more will be posted on our Facebook page throughout the week, so make sure to "Like" our page at Sioux City Historic Preservation Commission!

sioux city HISTORIC PRESERVATION COMMISSION

SIOUXCITYHP.ORG

THE 2015 HISTORIC PRESERVATION WEEK IS BROUGHT TO YOU BY THE FOLLOWING SPONSORS

SIOUX CITY PUBLIC MUSEUM

SiouxLandmark

Downtown Partners SIOUX CITY

JD GORDON creative labs

Port of Sioux City River Cats

Sioux City

The Railroad Museum

Weekender

Barstool Open

WOODBURY COUNTY JUVENILE DETENTION CENTER

Trosper-Hoyt Bldg.
822 Douglas St. - 4th Floor
Sioux City, Iowa 51101

Phone 712-279-6622
Email: molsen@sioux-city.org
Fax 712-234-2900

	6:00 a.m.	6:00 p.m.
April, 2015		
April 13, 2015		**19**
April 14, 2015	**19**	**19**
April 15, 2015	**19**	**21 (1-Holding)**
April 16, 2015	**21 (1-Holding)**	**18**
April 17, 2015	**18**	**18**
April 18, 2015	**19**	**19**
April, 19, 2015	**20**	**20**
April 20, 2015	**20**	

The Center averaged 19.4 residents per day during the 6:00 a.m. head count and 19.1 during the 6:00 p.m. check for a weekly average of 19.3 residents per day during the above week.

Of the twenty residents detained on April 20, 2015 at 6:00 a.m. eight or forty percent were identified has gang members. Of the eight, three or thirty percent were identified as hard core members.

We are currently detaining six juveniles from the BIA and three from Dakota County.

Mark Olsen
Director
WCJDC
April 20, 2015