NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JUNE 2, 2015) (WEEK 23 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 June 2, 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

9:00 a.m. 1. **Secondary Roads Tour**

4:30 p.m. 2. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

3. Citizen Concerns — Information
4. Approval of the agenda (June 2, 2015) — Action
5. Approval of the minutes of May 26, 2015 meeting — Action
6. Discussion and approval of claims — Action
7. Human Resource – Ed Gilliland
   a. Approval of Memorandum of Personnel Transactions — Action
   b. Retiree request to remain on County health insurance plans for retiree and his spouse, Discussion and Action — Action
   c. Authorize Chairman to sign Authorization to Initiate Hiring Process — Action
8. County Auditor – Patrick Gill
   a. Receive Liberty Township Trustee appointment — Action
   b. Receive City of Anthon Council Member appointment — Action

9. Board Administration – Karen James
   a. Approval of resolution for tax suspension for B. B. — Action
   b. Approval of resolution thanking and commending a county employee for years of service — Action

4:40 p.m. (Set time)
   c. Public hearing and sale of property Parcel #320430 (aka 2323 W. 14th St) — Action

4:42 p.m. (Set time)
   d. Public hearing and sale of property Parcel #182115 (aka 3112 1st St.) — Action

   e. Discussion and action on using additional sales tax revenue to reduce the tax rate for rural basic fund for FY 2016 – Dennis Butler — Action
   f. Discussion and action on L.O.S.T. funds to pay for the expenses submitted by McClure Engineering Company — Action

10. Gary Stephenson
    Presentation of 1934 Constitution Lithograph to be donated to the county To place in the courthouse — Action

11. Juvenile Detention – Mark Olsen
    Discussion and approval for Chairman to sign one year contract extension With CBM Food Service — Action

12. Secondary Roads – Mark Nahra
    a. Consideration of approval of the contract for Haskell Avenue bridge repairs — Action
    b. Consideration of award of bids for replacing bridge P-260, the Grundy Avenue bridge southwest of Climbing Hill — Action
    c. Consideration of award of bids for resurfacing a portion of County Route D22 — Action
    d. Consideration of approval of construction plans for project to replace bridge X-101, the 325th Street bridge in Section 29 of Liston Township near Danbury — Action
    e. Approval of County Secondary Road Department policies for signs and driveways — Action
    f. Initial review of County Secondary Road Department policies for road upgrade requests and departmental vehicle use — Action

13. Emergency Services – Gary Brown / Building Services – Mike Headid
    Opening of bids for Climbing Hill window replacement — Action

14. Board of Supervisors – Jeremy Taylor
    Vision for rural Woodbury County and discussion about rural meetings such As in Moville, Sloan, Correctionville and other rural areas — Information

15. Board of Supervisors – Matthew Ung
    Discussion and action on scheduling the first Woodbury County Board joint-meeting of 2015 in a rural area with a city council — Action

Recess Board of Supervisors Meeting
Convene Drainage District Trustee Meeting

16. a. Consideration of approval of resolutions of FY 2016 drainage district levies — Action
    b. Discussion of Orton Slough Ditch Improvement Project change of scope — Action

Adjourn Drainage District Trustee Meeting
Continue Board of Supervisors Meeting

17. Reports on committee meetings — Information

18. Citizen's Concerns — Information

19. Board Concerns and Comments — Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

TUESDAY, JUNE 2	**4:00 p.m.**	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, JUNE 3	**12:00 noon**	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, JUNE 4	**5:00 p.m.**	Conservation Board Meeting, Southwood Conservation Area Shop
TUESDAY, JUNE 9	**10:00 a.m.**	Senior Center Board of Directors Meeting, 313 Cook Street
WEDNESDAY, JUNE 10	**8:05 a.m.**	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
THURSDAY, JUNE 11	**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, JUNE 16	**4:30 p.m.**	Community Action Agency of Siouxland Board Meeting, 2700 Leech Ave.
WEDNESDAY, JUNE 17	**12:00 noon**	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
THURSDAY, JUNE 18	**11:00 a.m.**	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, JUNE 22	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, Iowa
TUESDAY , JUNE 23	**1:30 p.m.**	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
MONDAY, JULY 6	**6:00 p.m.**	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, JULY 7	**4:00 p.m.**	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, JULY 1	**12:00 noon**	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, JULY 2	**5:00 p.m.**	Conservation Board Meeting, Little Sioux Park Heritage Shelter

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.

#5

MAY 26, 2015 — TWENTYSECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISOI

The Board of Supervisors met on Tuesday, April 26, 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, Jean Jessen, Deputy County auditor, 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 Clausen to approve the Agenda for May 26, 2015 with the order of items changed as needed. Carried 5-0. Copy filed.

13b. Motion by Ung second by Taylor to receive for signatures a Resolution congratulation and thanking City of Sioux City. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,184

Whereas, the City of Sioux City recently landed the largest economic development project in Sioux City history with two major pork producers, Seaboard Food and Triumph Foods, pledging to invest $264 million in a new plant that initially will employ 1,100 workers, and generating a significant amount of revenue within Woodbury County, and

Whereas, the City of Sioux City is the largest city in Woodbury County with over 82,000 of Woodbury County's 102,271 residents and such a project will have tremendous benefit on the opportunities including the real potential to enhance the quality of life, and

Whereas, the City of Sioux City has recently been designated a Home Base Iowa Community in support of hiring job-seeking veterans and is only the second Iowa city to receive such designation, and

Whereas, the City of Sioux City and Woodbury County have recently through a spirit of mutual cooperation collaboratively met on joint volume purchases, service contracts for elevators, a roof replacement program, bidding lists, emergency services,

Now be it resolved that the Woodbury County Board of Supervisors congratulates and thanks with sincere appreciation the City Council of Sioux City for its economic development and military services efforts and looks forward to the spirit of cooperation and collaborative effort in order to improve the quality of life in our community.

SO RESOLVED this 26th day of November, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7a. A public hearing was held at 4:35 p.m. for the sale of property parcel #790740. The Chairperson called on anyone wishing to be heard.

Motion by Smith second by Clausen to close the public hearing. Carried 5-0.

Motion by Clausen second by Ung to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Ronald and Denise Cockburn, 4021 180th St., Correctionville, IA for real estate parcel #790740 for $109.00 plus recording fees. Carried 5-0.

RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #12,185

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

By Ronald Cockburn and Denise Cockburn in the sum of **One Hundred Nine Dollars & 00/100 ($109.00)**---dollars.

For the following described real estate, To Wit:

Parcel #790740

East ½ acre NW NW Section 14, Township 88, Range 43, Eastwood Comm, Kedron Township, Woodbury County, Iowa

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

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

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

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

SO DATED this 26th Day of May, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7d. A public hearing was held at 4:40 p.m. for amendment of current County budget. The Chairperson called on anyone wishing to be heard.

Motion by Smith second by Taylor to close the public hearing. Carried 5-0.

Motion by Clausen second by Smith to approve the amendment of current County budget. Carried 5-0. Copy filed.

4. Motion by Taylor second by Ung to approve the minutes of the May 19, 2015 Board meeting. Carried 5-0. Copy filed.

5. Motion by Clausen second by Ung to approve the county's claims totaling $1,151,327.70. Carried 5-0. Copy filed.

8a. Bid letting was held at 4:45 p.m. to replace bridge project L-B(P260)—73-97, Grundy Ave between 260th St. and 270th St. The bids are as follows:

Christensen Bros. Inc, Cherokee, IA	$403,874.75
Dixon Construction, Correctionville, IA	$355,355.00
Graves Construction, Spencer, IA	$341,966.06

Motion by Ung second by Taylor to receive the bids and direct the county engineer to evaluate the bids and return with a recommendation for award. Carried 5-0. Copy filed.

13a. Jim Liske, Senior, CF Industries, discussed the routing of employees for the C.F. Industries project and public safety concerns.

12. Motion by Clausen second by Ung to award the bid for Trosper-Hoyt upgrade to HCI Construction Company, South Sioux City, NE for $11,450.00. Carried 5-0. Copy filed.

6a. Motion by Taylor second by Ung to approve the separation of Justin Renner, Civilian Jailer, County Sheriff Dept., effective 5-21-15. Resignation.; the appointment of Shane Funk, Temporary Summer Laborer, Secondary Roads Depts., effective 5-27-15, $9.00/hour. Not to exceed 120 days.; the appointment of Dillon Hinrickson, Temporary Summer Laborer, Secondary Roads Dept., effective 5-27-15, $9.00.hour. Not to exceed 120 days.; the appointment of Reed Mitchell, Temporary Summer Laborer, Secondary Roads Dept., effective 05-27-15, $9.50/hour. Not to exceed 120 days.; the reclassification of Benjamin Kusler, Asst. to the Engineer, Secondary Roads Dept., effective 6-03-15, $79,441/year, 5.6%=$4,261/year. Per Wage Plan Matrix, 6 year Salary Increase.; the reclassification of Todd Caster, Custodian, Building Services Dept., effective 6-11-15, $14.09/hour., 4.8%=$.65/hour. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 1 to Grade 1/Step 2.; and the reclassification of Danielle Schager, P/T Youth Worker, Juvenile Detention Dept., effective 6-11-15, $22.83/hour, 5.5%=$1.21/hour. Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 4 to Grade 1/Step 5. Carried 5-0. Copy filed.

6b. Motion by Taylor second by Ung to approve and authorize the Chairperson to sign and "Authorization to Initiate Hiring Process" Lieutenant (New position-jail division), County Sheriff Dept., Wage Plan: $62,937/year (FY 14/15); Sergeant, County Sheriff Dept., CWA: $25.40/hour; and Civilian Jailer (2 positions), County Sheriff Dept., CWA: $17.14/hour. Carried 5-0. Copy filed.

6c. Motion by Clausen second by Smith to approve the Sioux River Employment Contract. Carried 3-2; Taylor and Ung opposed. Copy filed.

6d. Motion by Smith second by Clausen to approve the Sioux Rivers Job Description. Carried 3-2; Taylor and Ung opposed. Copy filed.

7b. Motion by Taylor second by Ung to postpone action to approve and authorize the Chairperson to sign a Resolution for tax suspension for Bonnie Bentley, 3341 Dearborn Blvd., Sioux City, parcel #894716154010. Carried 5-0.

7c. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution for tax suspension for Karen Jensen, 301 S. Hickory., Smithland, parcel #864426460014. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,186
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES

WHEREAS Karen R. Jensen, as titleholder of a property located 301 S. Hickory, Smithland, Woodbury County, Iowa, and legally described as follows:

Parcel # 8644 26 460 014

SMITHLAND CITY OF PUBLIC SQUARE SUB DI V SW SE 26-86-44 N 5

WHEREAS, Karen R. Jensen of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2009 Iowa Code section 427.9, and

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

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

SO RESOLVED this 26th day of May, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

8b. Motion by Clausen second by Ung to approve the permit to work in the Highway Right of Way and a permit for buried utilities for Gaylyn Beckner. Carried 5-0. Copy filed.

8c. Motion by Smith second by Ung to approve the permit to work in the Highway Right of Way for Wilson Farms. Ltd. Carried 5-0. Copy filed.

9. P. J. Jennings, Woodbury County Attorney and Loan Hesley, Assistant County Attorney provided the Board with an update on the County Attorney Payment Plan.

10. Motion by Ung second by Monson to pay for services by McClure Engineering per Contract #1 and Contract #2 from L.O.S.T. Funds. Carried 4-1 on a roll call vote; Clausen opposed. Copy filed.

11. Motion by Ung second by Taylor to approve the revised closing document for Sergeant Bluff Eye Care as presented. Carried 4-0; Taylor abstained due to a declared conflict of interest. Copy filed.

13c. Motion by Smith second by Taylor to postpone indefinitely action to approve the new Vision Statement for Woodbury County. Carried 5-0. Copy filed.

14. The Board of Supervisors Meeting was recessed for an Orton Slough Drainage District Meeting.

The Board of Supervisor's meeting was called back to order.

15. The Board reported on committee meetings they have attended.

16. Citizen's concerns.

17. Board concerns and comments.

The Board adjourned the regular meeting until June 2, 2015.

Meeting sign in sheet. Copy filed.

#7a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 5-28-15

Weekly Agenda Date: 6-02-15

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/PROPOSED MOTION: Motion to Approve the Memorandum of Personnel Transactions

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

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: **June 2, 2015**

For the June 2, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1) Secondary Roads Equipment Operator, End of Probation Salary Increase.
2) Auditor/Recorder Clerk II, from Grade 3/Step 3 to Grade 3/Step 4.
3) Secondary Roads Equipment Operator, End of Probation Salary Increase.
4) Secondary Roads District Foreman, Retirement.

Thank you.

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: June 2, 2015

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Johnk, Karl	Secondary Roads	6-10-15	Equipment Operator	$21.35/hour	3%=$.64/hr	E	Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase.
Dimmitt, Sharon	Auditor/Recorder	6-14-15	Clerk II	$17.33/hour	5.4%=$.90/hr	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 3/Step 4.
McDermott, Peter	Secondary Roads	6-18-15	Equipment Operator	$21.35/hour	3%=$.64/hr	E	Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase.
Handke, Thomas	Secondary Roads	6-21-15	District Foreman			S	Retirement.

APPROVED BY BOARD DATE: _____

ORIA MOLLET, ASST. HR DIRECTOR Gloria Mollet

#76

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 5-28-15

Weekly Agenda Date: 6-02-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Retiree Request to Remain on County Health Insurance Plans

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Retiree Request to Remain on County Health Insurance Plans for Retiree and his Spouse, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve Retiree request to remain on County Health Insurance Plans.

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

MEMORANDUM

TO: **Board of Supervisors**

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

RE: **Request to Remain on County Health Insurance Plans**

DATE: **June 2, 2015**

Attached please find a copy of a letter from Thomas Handke. Mr. Handke will be retiring 6-21-15. He is requesting Board Approval to remain on the County's Supplemental Health Insurance Plan for himself as an over 65 Retiree, at his own expense, after the County contribution of $25.00. He is also requesting for his wife to stay on the County Health Insurance Plan at his own expense.

Please contact me should you have any questions.

Attachments

April 27, 2015

To Whom It May Concern,

I am retiring from county employment effective June 28, 2015. With this letter I am requesting supplemental insurance through the county. I am also requesting that my wife, Karen Handke, continue on the county's medical insurance policy. Thank you.

Sincerely,

Thomas F Handke

term date changed to 6-21-2015 per phone call from Tom Handke on 5-7-2015
gmallet

#7c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: 5-28-15

Weekly Agenda Date: 6-02-15

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/PROPOSED MOTION: Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process.

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: June 2, 2015

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Custodian	AFSCME Courthouse: $13.44-$14.80/hour		
	*Please see attached memo.			

Chairman, Board of Supervisors

(AUTHFORM.doc/FORMS)

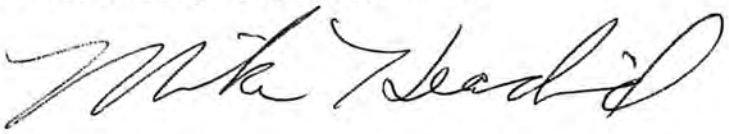
Woodbury County Building Services

Courthouse - Room B07
620 Douglas Street
Sioux City, IA 51101
Telephone (712) 279-6539 - Fax (712) 279-6532

BUILDING SUPERINTEDENT
Mark Elgert
Assistant Bldg. Superintendent
Mike Headid

Building Services Department would like to move forward with authorization to hire for the open position of a Custodian within Building Services.

Assistant Bldg. Superintendent



Mike Headid

WOODBURY COUNTY
SIOUX CITY, IOWA 51101

Office of Commissioner of Elec

620 DOUGLAS ST., ROOM 103

Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
Email pgill@sioux-city.org

Fax 712-279-
Email shofmeyer@sioux-city.org

#8a

To: Board of Supervisors

From: Patrick F. Gill, Auditor/Recorder & Commissioner of Elections

Date: May 27, 2015

Re: Liberty Township Trustee Appointment

Please receive the appointment of Ryan Waite, 126 Nimrod Street, Salix, Iowa, as Trustee for Liberty Township, to fill the office previously held by John Hollenbeck, until the next regular election. The appointment was made on May 26, 2015.

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: Liberty Township — School/City/(Township)/Extension/Soil & Water

Barbara Parker — Secretary/Clerk

May 26, 2015 — Date

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

For the office of Trustee

Name Ryan Waite

Address 126 Nimrod Street

City/Zip Salix IA 51052

This appointment is to fill the office previously held by:

John Hollenbeck

(Name of previous official)

PATRICK F. GILL
WOODBURY COUNTY
2015 MAY 27 AM 7 39
AUDITOR RECORDER
COMM OF ELECTIONS

VacAppt.DOC

WOODBURY COUNTY
SIOUX CITY, IOWA 51101
Office of Commissioner of Electio
620 DOUGLAS ST., ROOM 103

Patrick F. Gill
Commissioner
Phone 712-279-6465
Fax 712-279-6629
Email pgill@sioux-city.org

Fax 712-279-6629
Email shofmeyer@sioux-city.org

#86

To: Board of Supervisors

From: Patrick F. Gill, Auditor/Recorder & Commissioner of Elections BH

Date: May 27, 2015

Re: City of Anthon Council Member Appointment

Please receive the appointment of Jerry Boggs, 102 E. Brady Street, Anthon, Iowa, as Council Member for the City of Anthon, to fill the office previously held by Beulah Sand, until the next regular election. The appointment was made on May 27, 2015.

NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Patrick F. Gill, Woodbury County Auditor/Recorder & Commissioner of Elections

From: City of Anthon
Ruth A Groth, City Clerk
5-22-15

School/City/Township/ Extension/Soil & Water Secretary/Clerk

Date

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

For the office of City Council

Name Jerry Boyage

Address 102 E Brady St

City/Zip Anthon 51004

This appointment is to fill the office previously held by:

Beulah Sand
(Name of previous official)

#96

WOODBURY COUNTY, IOW

RESOLUTION NO._____

A RESOLUTION THANKING AND COM

Thomas Handke

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Thomas Handke has capably served Woodbury County as an employee of the Woodbury County Secondary Roads for 44 years from June 28, 1971 to June 21, 2015; and

WHEREAS, the service given by Thomas Handke as a Woodbury County employee, 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 thanks and commends Thomas Handke 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, Thomas Handke.

BE IT SO RESOLVED this 2nd day of June 2015.

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

#9C

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #320430

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

Lot Seven, Block One, Levitt Heights Addition, City of Sioux City, Woodbury County, Iowa
(2323 W. 14th 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 **2nd Day of June, 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 **2nd Day of June, 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 $87.00** 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 19th Day of May, 2015.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Mark A. Monson, Chairman

REQUEST FOR MINIMUM BID

Name: Gloria Caskey **Date:** 4-27-15

Address: 2325 W14th St. S.C. IA **Phone:** 203-8721
→ 203-8723

Address or approximate address/location of property interested in:
2323 W14th St

GIS PIN # 894719459004

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

Legal Description:
Lot 7 Block 1 Levitt Heights Addition,
City of Sioux City, Woodbury County, Iowa

Tax Sale #/Date: 1043/1996 **Parcel #** 320430

Tax Deeded to Woodbury County on: 12-16-97

Current Assessed Value: **Land** $7,100 **Building** — **Total** 7,100

Approximate Delinquent Real Estate Taxes: —

Approximate Delinquent Special Assessment Taxes: —

***Cost of Services:** $86.00

Inspection to: Mark Monson **Date:** 4-27-15

Minimum Bid Set by Supervisor: $1.50

Date and Time Set for Auction: June 2nd @ 1:40 pm

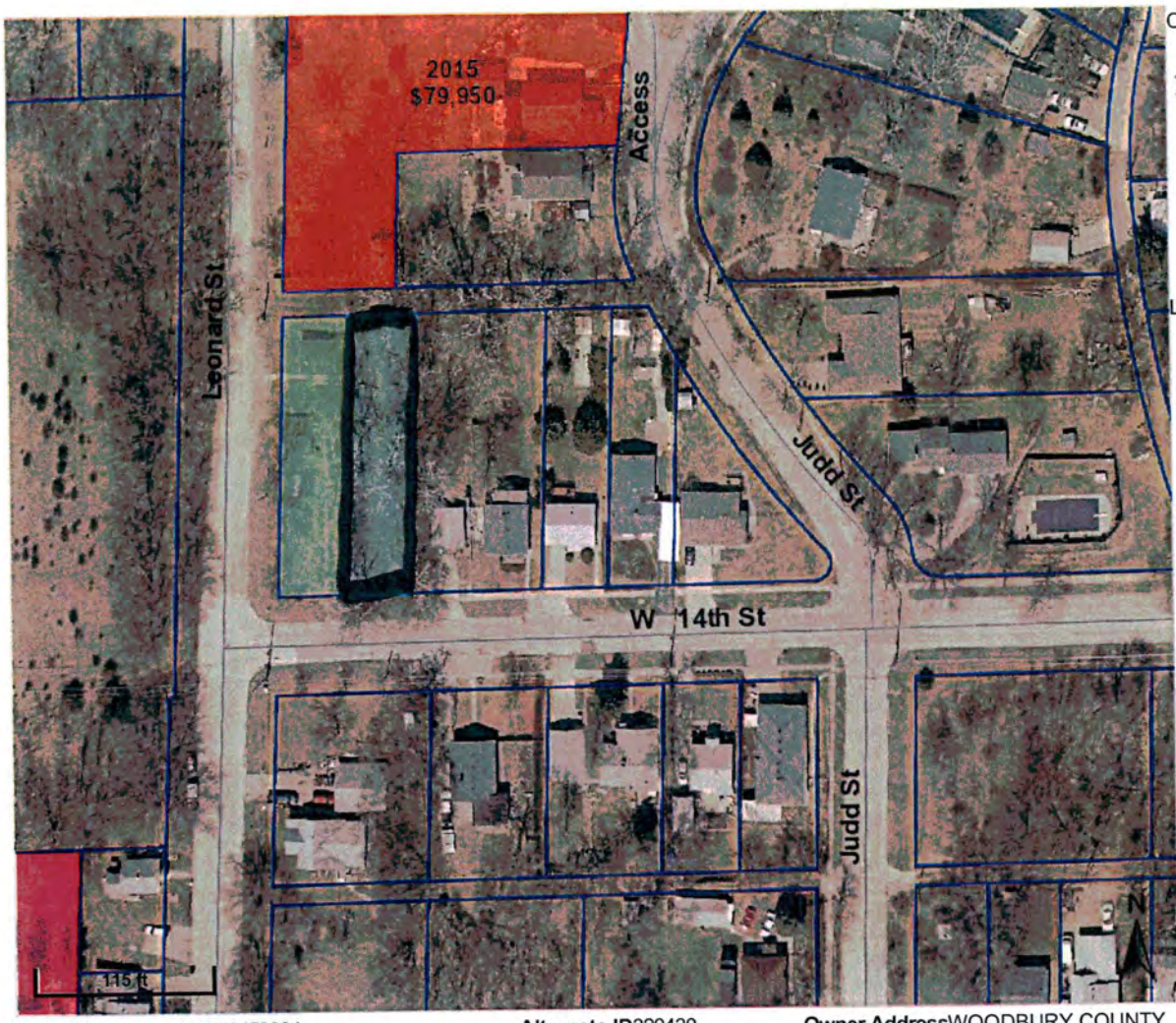
* Includes: Abstractors costs; Sheriff's costs: publishing costs; and mailing costs.

(MinBidReq/MSWord)

Woodbury County, IA / Sioux City

beacon™

Date Created: 4/27/2015



Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2013
- 2014
- 2015
- Parcels

Parcel ID	894719459004	**Alternate ID**	320430	**Owner Address**	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	**Class**	R		620 DOUGLAS ST
Property Address	2323 W 14TH ST	**Acreage**	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

Brief Tax Description LEVITT HEIGHTS
LOT 7 BLK 1
(Note: Not to be used on legal documents)

Last Data Upload: 4/26/2015 12:21:30 AM

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Woodbury County, IA / Sioux City

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Date Created: 5/13/2015

Parcel ID	894719459004	**Alternate ID**	320430	**Owner Address**	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	**Class**	R		620 DOUGLAS ST
Property Address	2323 W 14TH ST	**Acreage**	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

Brief Tax Description LEVITT HEIGHTS
LOT 7 BLK 1
(Note: Not to be used on legal documents)

Last Data Upload: 5/13/2015 4:05:21 AM

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#9d

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #182115

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

Lot Four, Block Ten Gaughrans 2nd Addition to Sioux City and Woodbury County, Iowa
(3112 1st 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 **2nd Day of June, 2015 at 4:42 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 **2nd Day of June, 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 $408.00** 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 19th Day of May, 2015.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

_____
Patrick F. Gill
Woodbury County Auditor
and Recorder

_____
Mark A. Monson, Chairman

REQUEST FOR MINIMUM BID

Name: Viking Approvals Inc Date: 3/11/14

Address: P.O. Box 1351 Phone: 277-1050

Address or approximate address/location of property interested in:

3112 1st Street

GIS# 894726365004

*This portion to be completed by Board Administration *

Legal Description:

Lot 4 Block 10 Gaughrans Addition
City of Sioux City, Woodbury County, Iowa

Tax Sale #/Date: 6/17/2013 # 1078 Parcel # 182115

Tax Deeded to Woodbury County on: 3/24/2015

Current Assessed Value: Land $2,400- Building Ø Total $2,400-

Approximate Delinquent Real Estate Taxes: $692-

Approximate Delinquent Special Assessment Taxes: $1,407-

*Cost of Services: $108-

Inspection to: George Baykin Date: 3/11/14

Minimum Bid Set by Supervisor: $300-

Date and Time Set for Auction: June 2nd @ 4:42pm

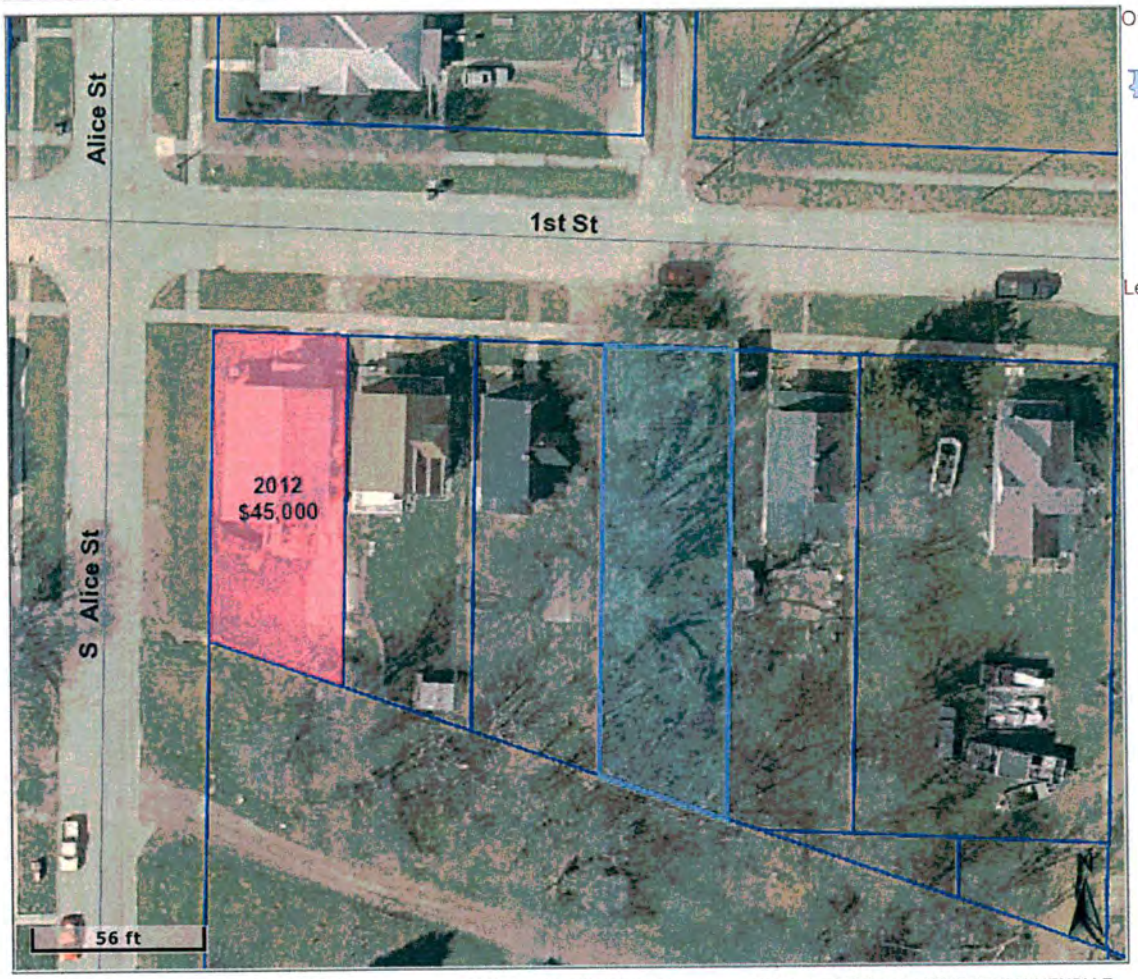
* Includes: Abstractors costs; Sheriff's costs: publishing costs; and mailing costs.

(MinBidReq/MSWord)

Woodbury County, IA / Sioux City

beacon™

Date Created: 1/8/2014



Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2011
- 2012
- 2013
- Parcels

Parcel ID	894726365004	**Alternate ID**	182115	**Owner Address**	SINGLETON HENRY E SINGLETON CHERYL E 1517 G ST SO SIOUX CITY, NE 68776-0000
Sec/Twp/Rng	0-0-0	**Class**	R		
Property Address	3112 1ST ST SIOUX CITY	**Acreage**	n/a		

District 087 SC LL SIOUX CITY COMM

Brief Tax Description GAUGHRANS 2ND
LOT 4 BLK 10
(Note: Not to be used on legal documents)

Last Data Upload: 1/8/2014 3:25:26 AM

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Woodbury County, IA / Sioux City

beacon™

Date Created: 5/13/2015

Parcel ID	894726365004	**Alternate ID**	182115	**Owner Address**	WOODBURY COUNTY WOODBURY COUNTY COURTHOUSE 620 DOUGLAS ST SIOUX CITY, IA 51101-0000
Sec/Twp/Rng	0-0-0	**Class**	R		
Property Address	3112 1ST ST SIOUX CITY	**Acreage**	n/a		
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	GAUGHRANS 2ND LOT 4 BLK 10 (Note: Not to be used on legal documents)				

Last Data Upload: 5/13/2015 4:05:21 AM

Schneider developed by The Schneider Corporation www.schneidercorp.com

#9e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: _5-27-15_____

Weekly Agenda Date: _6-2-15_____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: _Dennis Butler, Board Administration_____

SUBJECT: _Potential Tax Rate Reduction for FY 2016_____

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Discussion and Action on Using Additional Sales Tax Revenue to Reduce the Tax Rate For Rural Basic Fund For FY 2011-16.

EXECUTIVE SUMMARY: Due to the increase in the economic climate in Woodbury County, Sales Tax revenue has been re-estimated to increase by at least $ 416,816 of which 80% must be used for tax reduction in the Rural Basic Fund.

BACKGROUND: There was a sales tax election in 1985 that the rural area (Townships) passed which was approved. The split of the sales tax approved was 80% for property tax relief and 20% for Infrastructure/Economic Development.

FINANCIAL IMPACT: The total estimated increase in sales tax per FY is $416,816. 80% equals $333,453 for property tax relief. Using this amount would decrease the tax asking in the Rural Basic Fund by 31.8 cents per thousand. This will only affect tax payers in that live in townships outside of any city.

RECOMMENDATION: I recommend approval of this request reducing the Rural Basic tax rate by 31.8 cents per thousand of taxable value.

ACTION REQUIRED / PROPOSED MOTION: Motion by____, second by _____ to approve the tax rate reduction of 31.8 cents per thousand of taxable value for FY 2017 by using the additional $ 333,453 to accomplish this reduction.

Approved by Board of Supervisors March 3, 2015.

Dennis Butler - Estimate Distributions for Woodbury county - work file data

From: "Gabrielson, Joel [IDR]" <Joel.Gabrielson@Iowa.gov>
To: "Dennis Butler (dbutler@sioux-city.org)" <dbutler@sioux-city.org>
Date: 5/26/2015 9:47 AM
Subject: Estimate Distributions for Woodbury county - work file data
CC: "Kerr, Ken [IDR]" <Ken.Kerr@Iowa.gov>

Dennis, the following information **is from my personal work file estimated distribution data** for FY15 LOST Distributions for Woodbury county.

NO estimate adjustments have been determined at this time. We will continue to distribute funds based on the Estimate letter released in August 2014.

If there were adjustments to distributions I believe they would mirror the data in Col B, which would be an increase over the current distributions planned, Col C is the regular expected 5% reconciliation funds, which is finalized by November 10th of each year.

Col B + Col C would be the expected remaining distributions for FY15; in addition to the planned regular monthly distributions.

Col A	Col B	Col C	Col D
FY15 incr Est Pd88.84%		5%ReconEst	Recon + Est adjed
Sioux Cty 1,476,276		618,526	2,094,803
Moville 24,472		10,253	34,727
Anthon 9,002		3,771	12,774
Correctionville 12,706		5,323	18,030
Danbury 5,659		2,371	8,031
Sergeant Bluff 63,443		26,581	90,025
Sloan 15,246		6,387	21,634
Cushing 3,407		1,427	4,836
Hornick 3,562		1,492	5,055
Lawton 13,581		5,690	19,272
Oto 1,676		702	2,379
Pierson 5,842		2,447	8,291
Salix 5,551		2,325	7,877
Smithland 3,409 20%		1,428	4,839 80%
Bronson 4,855 83,363		2,034	6,890 333,453
Unincorporated 293,744		**123,072**	**416,816**
1,942,439		813,838	2,756,277

31.84 / 1,000

The above data is based on work file information and is not an actual calculation determining estimated distributions and should not be considered

#9f

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: 5-27-15

Weekly Agenda Date: 6-2-15

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis Butler, Board Administration

SUBJECT: Approval of Local Option Sales Tax to pay the two claims submitted by McClure Engineering Co.

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Discussion and Action on L.O.S.T Funds to pay for the expenses submitted by McClure Engineering Co.

EXECUTIVE SUMMARY: McClure Engineering has submitted invoices that need to be paid. This action item is to determine the funding source for payment of the two invoices.

BACKGROUND: McClure Engineering has submitted two invoices involving two separate contracts. Contract Number 1 (Woodbury County I-29 Corridor Reinvestment Program) had allocated an estimated $7,700 for additional meetings for the rollout of the Master Plan. The actual invoice totaled $ 13,505 of which $800 was for Phase 1 to complete that phase and $12,705 was for Phase 4 which was for the rollout. The second invoice was for services rendered in connection with Contract 2 (Woodbury On-Call Engineering Services) This invoice totals $15,342.71.

FINANCIAL IMPACT: The financial impact of this action will impact the unobligated funds in L.O.S.T. by a total of $28,847.71. This will leave a total unobligated L.O.S.T. fund in the amount ~~$209,103~~ " 312,765.

RECOMMENDATION: I recommend approval of this request to allocate $28,847.71 to pay for services already delivered. Furthermore invoicing for services rendered should occur on a monthly basis.

ACTION REQUIRED / PROPOSED MOTION: Motion by____, second by _____ to approve the payment of the two invoices submitted by McClure Engineering in the amount of $28,847.71 from L.O.S.T. Funds.

Approved by Board of Supervisors March 3, 2015.

McCLURE™
ENGINEERING Co.

1360 NW 121st Street
Clive, IA 50325
P 515.964.1229
F 515.964.2370

www.mecresults.com

April 9, 2015

Woodbury County Board of Supervisors
Dennis Butler
620 Douglas Street
Sioux City, Iowa 51101

Dear Mr. Butler,

Enclosed, please find a final invoice for work related to the *Woodbury County I-29 Corridor Reinvestment Master Plan* project. As Terry Lutz presented during the March 24 Board Meeting, we had yet to bill the County for any professional services provided since the beginning of our work under Phase 4 – Additional Meetings in our contract. Now that work has been completed, we prepared the attached invoice as a final bill to include these services.

We provided the County a budgetary number of **$7,700** for this phase of work, which was based on an estimated 40 hours of additional work. Over the course of the last 9 months, we have determined that a total of **73** hours were incurred under this contract phase at the Board's discretion, resulting in the invoice total of **$12,705**. In the effort of transparency, we have also enclosed a detailed list of the staff type, activity, date, and time for each of these billed hours along with the invoice, and have summarized the information below.

Terry Lutz (Senior Principal-staff type) completed **50** additional hours over the course of 8 dates from July 2014 – February 2015:

- Orton Slough Drainage District Meeting, Moville – July 25, 2014
- Master Plan Roll-Out Preparation and Conference Calls – October 7, 2014
- Master Plan Roll-Out Presentation, Sioux City Dorothy Pecaut Nature Center– October 14, 2014
- Memorandum of Understanding (Sioux City, Sergeant Bluff, Salix, and Woodbury County) Conference Call – November 3, 2014
- Draft Master Plan Presentation with Jeremy Taylor, Matthew Ung, and Chris McGowan, Sioux City – December 10, 2014
- Mayor's Meeting (Bob Scott, Jon Winkel, Linda Cox, Mark Monson, and Chris McGowan), Sioux City – January 21, 2015
- Final Master Plan Roll-Out Meetings, Sioux City and Sergeant Bluff – January 27, 2015
- Final Master Plan Roll-Out Meeting, Salix – February 18, 2015

NORTHWEST IOWA | DES MOINES METRO | EASTERN IOWA | SIOUXLAND REGION | LAKE OZARK, MISSOURI

McCLURE™
ENGINEERING Co

1360 NW 121st Street
Clive, IA 50325
P 515.964.1229
F 515.964.2370

www.mecresults.com

In addition, Alex Potter (Staff Engineer-staff type) completed 21 additional hours over the same period, assisting Terry in preparing for meetings and accompanying him to several meetings as indicated on the detailed billing document. Michael Washburn (Project Manager-staff type) also completed 2 additional hours under this contract phase by attending the Final Master Plan Roll-Out Meeting in Salix on February 18.

If you have any questions or would like clarification on any of these items, please do not hesitate to contact myself or Terry Lutz via phone call or email. We have truly enjoyed assisting the County through the master planning process. We are excited to grow our relationship together and help facilitate economic development in Woodbury County in whatever way we can going forward.

Sincerely,

Alex Potter, E.I.
Staff Engineer

cc: Mark Monson – Chairman, Board of Supervisors
File

NORTHWEST IOWA | DES MOINES METRO | EASTERN IOWA | SIOUXLAND REGION | LAKE OZARK, MISSOURI

Contract 1

McCLURE™
ENGINEERING CO.

Woodbury County
620 Douglas St.
Sioux City, IA 51101

March 31, 2015
Project No: 2613001-00
Invoice No: 9635

Project 2613001-00 Woodbury County I-29 Corridor Reinvestment Program

Professional Services from March 01, 2015 to March 28, 2015

Phase 1. Master Planning Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing	
Master Planning Services	38,700.00	100.00	38,700.00	38,700.00	0.00	
Capital Investment Plan	7,700.00	100.00	7,700.00	7,315.00	385.00	
Master Planning Workbook	8,300.00	100.00	8,300.00	7,885.00	415.00	
Total Fee	54,700.00		54,700.00	53,900.00	800.00	
		Total Fee				**800.00**
				Total this Phase		**$800.00**

Phase 4. Addtional Meetings as directed by Owner

	Hours	Rate	Amount	
Senior Principal	50.00	200.00	10,000.00	
Project Manager	2.00	145.00	290.00	
Staff Enginer	21.00	115.00	2,415.00	
Totals	73.00		12,705.00	
Total Labor				**12,705.00**
			Total this Phase	**$12,705.00**
			Total Due this Invoice	**$13,505.00**

WBY 2613001-00
Phase 4.0 - Additional Meetings (T&M)

		Date	Hours	Rate	Extension
Senior Principal					
	Orton Slough Drainage Meeting	7/25/2014	6.00	$ 200.00	$ 1,200.00
	Master Plan Roll-Out	10/7/2014	6.00	$ 200.00	$ 1,200.00
	Nature Center Presentation & Follow-Up	10/14/2014	12.00	$ 200.00	$ 2,400.00
	Memorandum of Understanding Conference Call	11/3/2014	1.00	$ 200.00	$ 200.00
	Meeting with New Supervisors	12/10/2014	6.00	$ 200.00	$ 1,200.00
	Meeting with Sergeant Bluff Mayor, Sioux City Mayor, Board of Supervisors	1/21/2015	7.00	$ 200.00	$ 1,400.00
	Final Report Roll-Out to Cities	1/27/2015	6.00	$ 200.00	$ 1,200.00
	Meeting with Salix Mayor, Councilman, and Staff	2/18/2015	6.00	$ 200.00	$ 1,200.00
	SUBTOTAL	-	50.00	$ 200.00	$ 10,000.00
Staff Engineer					
	Orton Slough Drainage Meeting Preparation	7/21/2014	0.50	$ 115.00	$ 57.50
	Nature Center Presentation	10/14/2014	7.50	$ 115.00	$ 862.50
	Memorandum of Understanding Conference Call	11/3/2014	1.00	$ 115.00	$ 115.00
	Final Report Roll-Out to Cities	1/27/2015	6.00	$ 115.00	$ 690.00
	Meeting with Salix Mayor, Councilman, and Staff	2/18/2015	6.00	$ 115.00	$ 690.00
	SUBTOTAL	-	21.00	$ 115.00	$ 2,415.00
Project Manager					
	Meeting with Salix Mayor, Councilman, and Staff	2/18/2015	2.00	$ 145.00	$ 290.00
	SUBTOTAL	-	2.00	$ 145.00	$ 290.00
				TOTAL	$ 12,705.00

Contract 2

McCLURE™
ENGINEERING Co.

Mark Monson
Woodbury County
620 Douglas St.
Sioux City, IA 51101

March 31, 2015
Project No: 2315001-00
Invoice No: 9636

Project 2315001-00 Woodbury County On-Call Engineering Services

Professional Services from January 27, 2015 to March 28, 2015

Phase A. General

	Hours	Rate	Amount	
Senior Principal	36.00	195.00	7,020.00	
Project Manager	13.00	145.00	1,885.00	
Staff Engineer	37.00	98.00	3,626.00	
Totals	86.00		12,531.00	
Total Labor				**12,531.00**
Reimbursable Expenses				
Vehicle Expenses			122.71	
Total Reimbursables			**122.71**	**122.71**
			Total this Phase	**$12,653.71**

Phase C. Capital Investment Plan Management

	Hours	Rate	Amount	
Senior Principal	6.00	195.00	1,170.00	
Staff Engineer	7.50	98.00	735.00	
Totals	13.50		1,905.00	
Total Labor				**1,905.00**
			Total this Phase	**$1,905.00**

Phase D. TIF-Eligible Project Review

	Hours	Rate	Amount	
Staff Engineer	4.00	98.00	392.00	
Totals	4.00		392.00	
Total Labor				**392.00**
			Total this Phase	**$392.00**

Phase E. LPURA/TIF District Assistance

		Hours	Rate	Amount	
Staff Engineer		4.00	98.00	392.00	
	Totals	4.00		392.00	
	Total Labor				**392.00**
			Total this Phase		**$392.00**
			Total Due this Invoice		**$15,342.71**

WBY 2315001-00

Phase A - General

		Date	Hours	Rate	Extension
Senior Principal					
IJR Facilitation		1/27/2015	3.00	$ 195.00	$ 585.00
Sergeant Bluff Meeting - Dogwood Trail Project		2/18/2015	6.00	$ 195.00	$ 1,170.00
Salix Strategy Follow-Up - Mark Monson, Linda Cox, Doug Gross		2/19/2015	6.00	$ 195.00	$ 1,170.00
Board of Supervisors Meeting		3/3/2015	6.00	$ 195.00	$ 1,170.00
CF Industries Meeting		3/5/2015	8.00	$ 195.00	$ 1,560.00
Board of Supervisors Meeting		3/24/2015	7.00	$ 195.00	$ 1,365.00
	SUBTOTAL	-	36.00	$ 195.00	$ 7,020.00
Staff Engineer					
IJR Facilitation		1/27/2015	3.00	$ 98.00	$ 294.00
Sergeant Bluff Meeting - Dogwood Trail Project		2/18/2015	6.00	$ 98.00	$ 588.00
Sergeant Bluff TIF Use Application Assistance		2/22/2015	4.00	$ 98.00	$ 392.00
CF Industries Meeting Prep		3/2/2015	5.00	$ 98.00	$ 490.00
CF Industries Meeting		3/5/2015	8.00	$ 98.00	$ 784.00
CF Industries Meeting Recap		3/6/2015	1.00	$ 98.00	$ 98.00
Correspondence with Mark Monson, Bob Josten		3/9/2015	1.00	$ 98.00	$ 98.00
Salix Urban Renewal Agreement Review		3/12/2015	1.50	$ 98.00	$ 147.00
Board of Supervisors Meeting Coordination		3/17/2015	0.50	$ 98.00	$ 49.00
Board of Supervisors Meeting		3/24/2015	7.00	$ 98.00	$ 686.00
	SUBTOTAL	-	37.00	$ 98.00	$ 3,626.00
Project Manager					
Sergeant Bluff Meeting - Dogwood Trail Project		2/18/2015	2.00	$ 145.00	$ 290.00
CF Industries Meeting		3/5/2015	8.00	$ 145	$ 1,160.00
Board of Supervisors Meeting		3/24/2015	3.00	$ 145.00	$ 435.00
	SUBTOTAL	-	13.00	$ 98.00	$ 1,885.00
			TOTAL FOR THIS PHASE		$ 12,531.00

Phase B - Public Relations

	Date	Hours	Rate	Extension
		TOTAL FOR THIS PHASE		$ -

Phase C - Capital Investment Plan Management

		Date	Hours	Rate	Extension
Senior Principal					
Board of Supervisors Meeting Coordination		3/17/2015	1.00	$ 195.00	$ 195.00
Conference Call with Bob Josten (Salix)		3/19/2015	1.50	$ 195.00	$ 292.50
Discussion with Mark Monson on Master Plan Roll-Out		3/19/2015	0.50	$ 195.00	$ 97.50
Follow-Up with Mark Monson		3/20/2015	1.00	$ 195.00	$ 195.00
Board of Supervisors Meeting Preparation		3/23/2015	2.00	$ 195.00	$ 390.00
	SUBTOTAL	-	6.00	$ 195.00	$ 1,170.00
Staff Engineer					
Conference Call with Bob Josten (Salix)		3/19/2015	1.50	$ 98.00	$ 147.00
CIP Updates		3/20/2015	2.00	$ 98.00	$ 196.00
CIP Updates		3/23/2015	2.00	$ 98.00	$ 196.00
CIP Updates		3/24/2015	2.00	$ 98.00	$ 196.00
	SUBTOTAL	-	7.50	$ 98.00	$ 735.00
			TOTAL FOR THIS PHASE		$ 1,905.00

Phase D - TIF Eligible Project Review

		Date	Hours	Rate	Extension
Staff Engineer					
Sergeant Bluff Dogwood Trail - County Staff Discussions		3/10/2015	3.00	$ 98.00	$ 294.00
Sergeant Bluff Dogwood Trail - David Gleiser Meeting		3/20/2015	1.00	$ 98.00	$ 98.00
	SUBTOTAL	-	4.00	$ 98.00	$ 392.00
			TOTAL FOR THIS PHASE		$ 392.00

Phase E - LPURA/TIF District Assistance

		Date	Hours	Rate	Extension
Staff Engineer					
Modifications to Urban Renewal Area Map		3/26/2016	4.00	$ 98.00	$ 392.00
	SUBTOTAL	-	4.00	$ 98.00	$ 392.00
				TOTAL FOR THIS PHASE	$ 392.00
				TOTAL FOR THIS BILLING PERIOD	$ 15,220.00

Expenses

Rental Car	3/3/2015	$ 57.25
Rental Car	3/5/2015	$ 65.46
		$ 122.71
	GRAND TOTAL	$ 15,342.71

Contract #1

Project No.
Project Name: I-29 Corridor Reinvestment Program
Project Manager: Terry J. Lutz, P.E.

Master Planning and Preliminary Engineering Agreement for Professional Services

This Agreement, is made on the _____day of April, 2014, by and between ***McClure Engineering Company, of Clive, Iowa*** (herein referred to as **"Consultant"**); and ***Woodbury County, Iowa*** (hereinafter referred to as **"Owner"**). Services shall be performed per the fees, or hourly rates as depicted in Exhibit 'A', and the terms and conditions outlined in this Agreement. The Project shall be described as:

I-29 Corridor Reinvestment Program

1. **The Study Area** includes approximately the area depicted as "Planning Area", per *Exhibit 'B'*.
2. The **Owner** shall provide information, which shall set forth the **Owner's** objectives, schedule, constraints, budget with reasonable contingencies and other applicable criteria. *(See Exhibit 'C' for **Owner's** Responsibilities).*
3. The **Consultant** shall provide the services marked "included" as follows:

ITEM	INCLUDED	NOT INCLUDED
PART 1. MASTER PLANNING SERVICES		
1.1 Meetings / Consultation		
1. Initial Meeting with Owner to review project objectives.	☒	☐
2. Information Gathering – following to be provided by:	☒	☐
• Define Planning Area		
• Land Owner Names		
• Century Farms		
• Current Land Uses		
3. Coordinate the formation of a Planning Committee that may include the following;	☒	☐
a. Woodbury County		
b. City of Salix		
c. City of Sergeant Bluff		
d. City of Sioux City		
e. The Siouxland Initiative		
f. Affected Land Owners		
g. Business Owners	☒	☐
4. Conduct Project Planning Workshops including;		
a. 2 Meetings with City of Salix Elected Officials and Staff		
b. 2 Meetings with City of Sergeant Bluff Elected Officials and Staff		
c. 2 Meetings with City of Sioux City Elected Officials and Staff		
d. 2 Joint Planning Committee Meetings		
1.2 Conceptual Land Use Plan		
1. Prepare a Base Map of the subject properties.	☒	☐
2. Conduct a kick-off meeting with the Owner to discuss the Land Use Objectives.	☒	☐
• Traffic Circulation including public transportation corridors.		
• Mixed uses interaction (industrial, commercial office, flex, and retail).		
• Infrastructure Considerations.		
• Rail Access.		
• Airport Access.		
• Grading and Storm Water Detention Considerations.		
• Other accessory or ancillary uses supportive of the principal permitted uses.		
3. Prepare a Preliminary Conceptual Master Plan including;	☒	☐
• Roadway Alignments		
• Rail Corridors		
• Mixed Land Uses		
• Utility Service Concepts		
4. Present the Preliminary Conceptual Master Plan to Owner and committee for review and comments.	☒	☐
5. Revise the Preliminary Conceptual Master Plan as directed and deliver final product to Owner.	☒	☐
6. Present the Preliminary Conceptual Master Plan approved by Owner to City or County having jurisdiction, for their review and comment.	☒	☐

ITEM	INCLUDED	NOT INCLUDED
1.3 Final Land Use Master Plan		
1. Prepare a Final Land Use Master Plan including the following: • Final Mixed Land Use Plan • Final Transportation Corridors, Roadways, and Rail • Final Utility Service Plan: - Water - Sanitary Sewer - Gas - Electric - Telecommunications - Fiber	☒	☐
2. Present the Final Master Land Use Plan to the Owner	☒	☐
1.4 Roadway Master Plan		
1. Prepare a ***Roadway Master Plan*** to service the planning area including; • Arterial Roadways • Collector Roadways • Local Street Network • Signalized Intersections	☒	☐
2. Prepare "order of magnitude" opinions of cost for the infrastructure depicted in the ***Roadway Master Plan***.	☒	☐
3. Identify possible funding programs to assist with infrastructure cost. Including; • TIF, Tax Increment Financing • RISE, Revitalizing Iowa's Sound Economy • STP, Surface Transportation Program • IDED, Iowa Department of Economic Development • Others as may be applicable	☒	☐
1.5 Water Service Master Plan		
1. Prepare a ***Water Service Master Plan*** illustrating alternatives to serve the planning area including; • Trunk service water mains • Distribution water mains • Service water mains	☒	☐
2. Investigate water supply and treatment alternatives including; • City of Sergeant Bluff • City of Salix • City of Sioux City • New water supply and treatment	☒	☐
3. Prepare "order of magnitude" opinions of cost for the water infrastructure alternatives.	☒	☐
4. Prepare annual operating costs of each alternative.	☒	☐
5. Identify possible funding programs to assist with infrastructure cost. Including; • TIF, Tax Increment Financing • SRF, State Revolving Fund • IDED, Iowa Department of Economic Development • RED, Rural Economic Development • Others as may be applicable	☒	☐
1.6 Sanitary Sewer Service Master Plan		
1. Prepare a ***Sanitary Sewer Service Master Plan*** illustrating alternatives to serve the planning area including; • Trunk service sewer mains • Collection sewer mains • Pump Stations • Force Mains	☒	☐
2. Investigate wastewater treatment alternatives including; • Expansion of Salix treatment facility • Pump Station to Sioux City treatment facility • New wastewater treatment facility	☒	☐
3. Prepare "order of magnitude" opinions of cost for the sanitary sewer infrastructure.	☒	☐
4. Prepare annual operating costs of each alternative.	☒	☐
5. Identify possible funding programs to assist with infrastructure cost. Including; • TIF, Tax Increment Financing • SRF, State Revolving Fund • IDED, Iowa Department of Economic Development • RED, Rural Economic Development • Others as may be applicable	☒	☐

	ITEM	INCLUDED	NOT INCLUDED
1.7	**Storm Water Master Plan**		
	1. Prepare a ***Storm Water Master Plan*** to service the planning area including;	☒	☐
	• Storm Sewer Conveyance Systems		
	• Detention Ponds		
	• Natural Drainage Ways		
	• Low Impact Storm Water Management Systems		
	• Wetland Mitigation		
	2. Prepare "order of magnitude" opinions of cost for the storm water infrastructure.	☒	☐
	3. Identify possible funding programs to assist with infrastructure cost. Including;	☒	☐
	• TIF, Tax Increment Financing		
	• IDED, Iowa Department of Economic Development		
	• RED, Rural Economic Development		
	• Others as may be applicable		
1.8	**Electric Service Master Plan**		
	1. Submit Master Plan to electric utility providers for review.	☒	☐
	2. Request service capacities for electric from utility providers.	☒	☐
	3. Prepare ***Electric Service Master Plan*** based on the information provided by the utility companies	☒	☐
1.9	**Natural Gas Service Master Plan**		
	1. Submit Master Plan to gas utility providers for review.	☒	☐
	2. Request service capacities for gas from utility providers.	☒	☐
	3. Prepare ***Gas Service Master Plan*** based on the information provided by the utility companies.	☒	☐
1.10	**Telecommunication Service Master Plan**		
	1. Submit Master Plan to telecommunication utility providers for review.	☒	☐
	2. Request service capacities for telecommunications from utility providers.	☒	☐
	3. Prepare ***Telecommunication Service Master Plan*** based on the information provided by the utility companies	☒	☐

PART 2. CAPITAL INVESTMENT PLAN (CIP)			
2.1	**Ten (10) Year Capital Investment Plan (10 yr. CIP)**		
	1. Review areas of highest growth potential.	☒	☐
	2. Prioritize capital improvements to provide service to highest growth areas that will yield the highest return on investment.	☒	☐
	3. Review internal funding alternatives and revenues • General taxes • Utility fees • Tax increment financing (TIF)	☒	☐
	4. Review outside funding alternatives; • Rise, revitalizing Iowa's sound economy • Stp, surface transportation program • IDED, Iowa department of economic development • SRF, state revolving fund • Red, rural economic development • Others as may be applicable	☒	☐
	5. Match funding sources with capital improvement projects	☒	☐
	6. Develop a ten (10) year capital improvement plan (CIP) ranging projects from highest priority to lowest	☒	☐
2.2	**Ten (10) Year Financial Model**		
	1. Review the county's taxable valuation	☒	☐
	2. Review county's indebtedness	☒	☐
	3. Review county's current tax levy	☒	☐
	4. Review tax levies of surrounding counties extending 100 miles from Woodbury County	☒	☐
	5. Develop a tax levy comparison worksheet to determine how Woodbury compares to surrounding areas on overall tax levy	☒	☐
	6. Review the urban renewal areas established in Woodbury County and depict on an "urban renewal area" plan map	☒	☐
	7. Estimate new taxable valuations the county anticipates in the ten (10) year planning period and estimate the potential incremental tax revenues that may be captured for capital investments and/or other uses	☒	☐
	8. Based on the capital improvement needs identified in the ten (10) year CIP, and a review of potential outside funding sources (loans, grants, etc.) Develop a financial model illustrating how tax increment financing (TIF) revenue from all urban renewal, (TIF) districts may be used to finance various capital projects	☒	☐
	9. Based on the new tax revenues anticipated from new private sector investments, review and develop options for allowing a portion of that new tax revenue to be used for property tax relief	☒	☐
	10. Develop a financial model that will illustrate how the Woodbury County tax levy can remain competitive with the surrounding states and counties while making sound capital investments to encourage more private sector investments in the region to grow the tax base	☒	☐
	11. Develop a tax increment financing (TIF) policy that outlines the county's intent on the use of TIF. This policy may be used in discussion for schools and other entities that share in property tax revenues	☒	☐

PART 3. MASTER PLANNING WORKBOOK		
3.1 Master Planning Workbook Upon Completion of the Master Planning a ***Master Planning Workbook*** will be created and provided to the Owner in hard copy, 11" by 17" format and PDF. The workbook will contain the following:		
1. Final Land Use Plan	☒	☐
2. Roadway Master Plan	☒	☐
3. Water Service Master Plan	☒	☐
4. Sanitary Sewer Service Master Plan	☒	☐
5. Storm Water Master Plan	☒	☐
6. Electric Service Master Plan	☒	☐
7. Gas Service Master Plan	☒	☐
8. Telecommunication Service Master Plan	☒	☐
9. Ten (10) year Capital Improvement Plan (10 year CIP)	☒	☐
10. Ten (10) year Financial Model		
PART 4. ADDITIONAL MEETINGS		
4.1 Additional meetings / consultations with government agencies, the public, or other organizations outside the scope of this agreement, but required to move the project forward will be billed on a time and materials basis. An estimated 40 hours of this work is included in the project budget but will only be used if authorized by the **Owner.**	☒	☐

4. Payment to the **Consultant** shall be made on a monthly basis, within 30 days of invoice for work completed to date, as per the following basis:

	Fixed Fee or T&M	Included	Not Included
Part 1 – Master Planning Services	$38,700	☒	☐
Part 2 – Capital Investment Plan Source: L.O.S.T.	$7,700	☒	☐
Part 3 – Master Planning Workbook	$8,300	☒	☐
Part 4 – Additional Meetings as directed by the Owner Source needed	T&M est. $7,700	☒	☐

* T&M = Time and Materials
* TBD = To Be Determined

5. Past due amounts owed shall accrue interest at 1.5% per month from the 30th day. If the **OWNER** fails to make monthly payments due the **CONSULTANT**, the **CONSULTANT** may, after giving (7) days written notice to the **OWNER,** suspend services under this agreement.

6. This Agreement represents the entire and integrated agreement between the **OWNER** and the **CONSULTANT** and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the **OWNER** and the **CONSULTANT**.

7. Special Considerations: The limit of liability per the terms and conditions shall be waived for this contract. The Consultant shall carry $1,000,000 of professional liability insurance.

	Included	Not Included
Exhibit 'A' Hourly Rate Schedule	☒	☐
Exhibit 'B' Study Area	☒	☐
Exhibit 'C' Owner's Responsibilities	☒	☐

OWNER: Woodbury County, Iowa

By: George L. Boyken

Title: Chairman

Engineer: McClure Engineering Company

Signed: _____

Title: PRESIDENT

EXHIBIT 'A'

McCLURE ENGINEERING COMPANY
HOURLY RATE SCHEDULE
(Effective through December 31, 2014)

PERSONNEL	HOURLY RATE
Administrative Assistant (AA)	$55.00
Engineer II (E-II)	$115.00
Engineer I (E-I)	$145.00
Principal	$165.00
Senior Principal	$200.00

MISCELLANEOUS EXPENSES

Survey Vehicle Mileage	$0.75/Mile
Automobile Mileage	$0.55/Mile
Plans	$0.12/Sq. Ft.
Vellums	$0.50/Sq. Ft.
Out-of-Pocket Expenses (Meals, Hotels, etc.)	At Cost + 10%
Large Format Color Prints	$5.00/Sq. Ft

McCLURE

EXHIBIT 'B'
MASTER PLANNING AREA

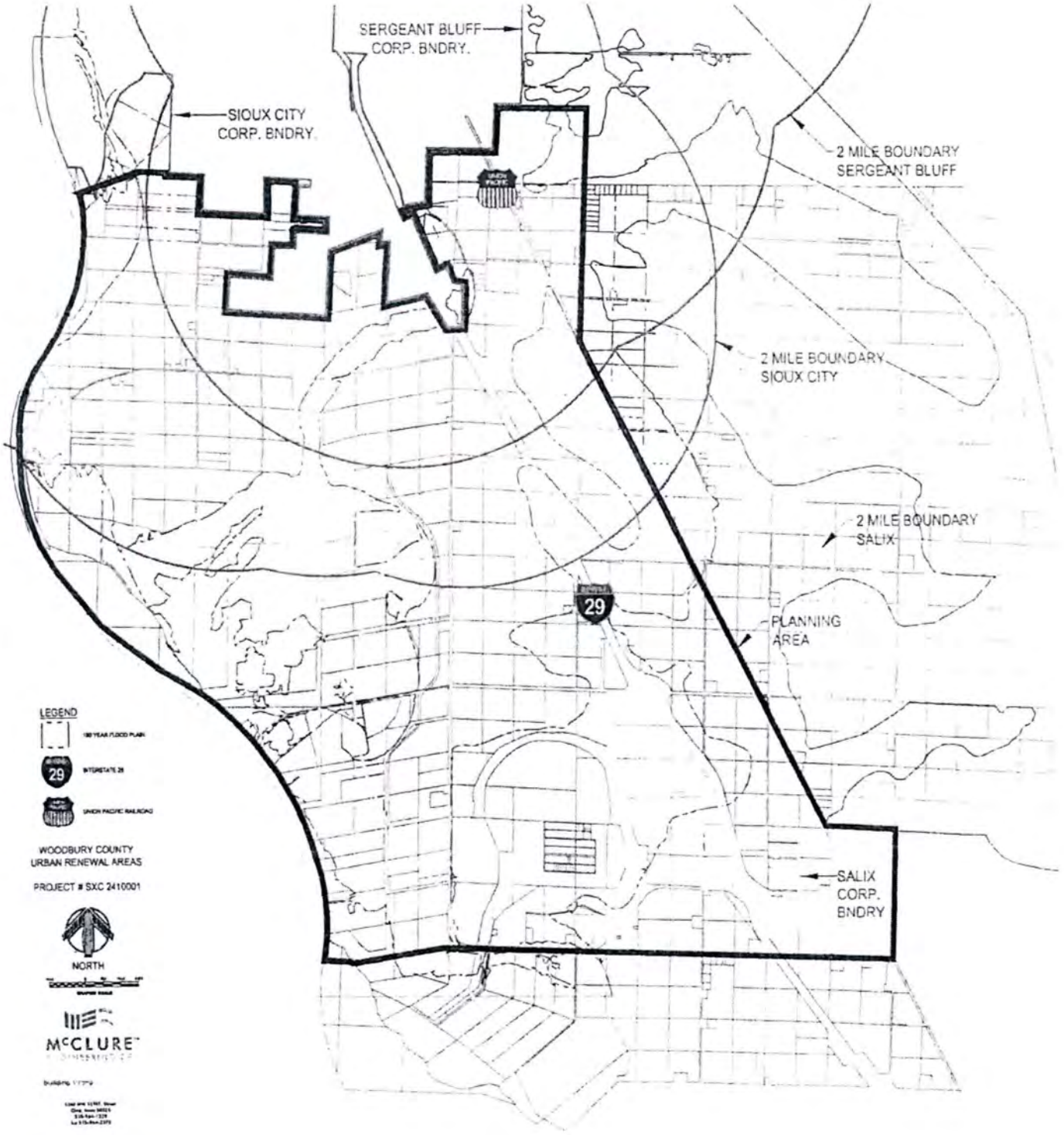


EXHIBIT 'C'

OWNER'S RESPONSIBILITIES

OWNER shall do the following in a timely manner so as not to delay the services of the CONSULTANT.

1. Designate in writing a person to act as OWNER'S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER'S policies and decisions with respect to CONSULTANT'S services for the project.

2. Provide all criteria and full information as to OWNER'S requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards, which OWNER will require to be included in the drawings and specifications.

3. Assist CONSULTANT by placing at CONSULTANT'S disposal all available information pertinent to the Project, including previous reports and any other data relative to design or construction of the Project.

4. Arrange for access to make all provisions for the CONSULTANT to enter upon public and private property as required for the CONSULTANT to perform services under this Agreement.

5. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the CONSULTANT, obtain advice of an attorney, insurance counselor and other consultants as OWNER deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the CONSULTANT.

6. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary completion of the Project.

7. Attend the Prebid Conference, Bid opening, Preconstruction Conferences, Construction Progress Meetings and other job related meetings and Substantial Completion Inspection and Final Payment Inspection.

8. Give prompt written notice to the CONSULTANT whenever the OWNER observes or otherwise becomes aware of any development that affects the scope or timing of the CONSULTANT'S services, or any defect or non-conformance in the work of any Contractor.

9. Pay invoices for services rendered on time.

Contract #2

Project No. 2215004-00
Project Name: Woodbury County On-Call Engineering Services
Project Manager: Terry J. Lutz, P.E.

AGREEMENT
FOR ON-CALL
CONSULTING AND ENGINEERING SERVICES

THIS IS AN AGREEMENT made as of the 3rd day of March 2015 between ***Woodbury County, Iowa*** (hereinafter referred to as **"OWNER"**), and ***McClure Engineering Company, Sioux City, Iowa*** (hereinafter referred to as **"ENGINEER"**), to provide *"On-Call"* General Engineering and Consulting Services, at the request and approval of the **OWNER**.

This Agreement is subject to the terms and conditions attached to this document and the following:

1. **OWNER** intends to retain **ENGINEER** for on-call Consulting and Engineering services to represent **OWNER'S** interest and provide guidance in helping the **OWNER** construct infrastructure improvement programs consistent with the *Envision 2050 Master Plan*. **ENGINEER** shall provide various services at the **OWNER'S** request regarding engineering consultation, project development, cost sharing strategies with other entities, and project management duties.

2. Both parties understand all of the *scope of services, duties, and fees* cannot be foreseen at this time. Both parties agree to negotiate in good faith for both the scope of work and fees as specific duties arise to help both parties receive fair value for the services provided. When requested by the **OWNER** to provide services, the **ENGINEER** will log time associated with the work and bill for the work accordingly.

3. **OWNER** and **ENGINEER** in consideration of their mutual covenants herein agree in respect of the performance of professional engineering services by the **ENGINEER** and the payment for those services by **OWNER** as set forth below.

4. The **OWNER** shall provide information, which shall set forth the **OWNER's** objectives, schedule, constraints, budget with reasonable contingencies, and other applicable criteria. (See Exhibit 'B' for **OWNER's Responsibilities).**

5. The **ENGINEER** shall review the **OWNER's** request for services, program the work required, and prepare documents for the **OWNER's** approval. A listing of the types of work anticipated are included but not limited to the following:

ITEM	INCLUDED	NOT INCLUDED
A. General		
- Provide day-to-day consulting services as requested by Owner	☒	☐
- Meet with appropriate entities to represent Owner's interest in program development as required to complete tasks as requested	☒	☐
B. Public Relations		
- Present *Envision 2050 Master Plan* to interested parties as requested	☒	☐
- Present/discuss TIF Use Policy to interested parties as requested	☒	☐
- Work as extension of Owner's staff for economic development initiatives	☒	☐
- Attend County Board of Supervisors meetings as requested	☒	☐
C. Capital Investment Plan (CIP) Management		
- Provide annual review and summary of LPURA TIF finances	☒	☐
- Assist Owner in CIP project prioritization and management	☒	☐
- Modify CIP and TIF Financial Model as requested	☒	☐
D. TIF-Eligible Project Review		
- Represent Owner's interests in ongoing capital investment and economic development initiatives as requested	☒	☐
- Review existing infrastructure issues and provide alternatives for solutions	☒	☐
- Evaluate and recommend applications submitted by others for the use of Owner's TIF revenues	☒	☐
- Provide value engineering services for proposed capital investment projects	☒	☐
- Assist Owner in developing infrastructure projects to drive economic activity	☒	☐
E. Liberty Park Urban Renewal Area (LPURA)/TIF District Assistance		
- Provide technical guidance regarding modifications and amendments to LPURA	☒	☐
- Represent Owner's interests in join TIF/Urban Renewal area creation	☒	☐
- Facilitate negotiations between the Owner and other entities regarding cost sharing and TIF sharing development agreements	☒	☐

6. Payment to the **ENGINEER** shall be made on a timely basis, within 30-days of invoice for work completed to date, on a time and material basis. Monthly invoices will be submitted for actual time and expenses incurred as per the rates in Exhibit 'A'. The **ENGINEER** and **OWNER** agree to negotiate an equitable adjustment to the rates in Exhibit 'A' on an annual basis subject to the approval of the **OWNER**.

7. This Agreement represents the entire and integrated Agreement between the **OWNER** and **ENGINEER** and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the **OWNER** and the **ENGINEER.**

	INCLUDED	NOT INCLUDED
Exhibit 'A' Hourly Rate Schedule	☒	☐
Exhibit 'B' Owner's Responsibilities	☒	☐

SPECIAL INSTRUCTIONS:

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the date and year first above written.

OWNER: Woodbury County, Iowa

By: Mark Monson

Title: Chairman – Board of Supervisors

Engineer: McClure Engineering Company
Sioux City, Iowa

Signed:

Title: President

McCLURE ENGINEERING COMPANY
STANDARD TERMS AND CONDITIONS

ACCESS TO SITE: The Engineer shall at all times have access to the site to complete his Work.

INFORMATION PROVIDED BY OTHERS: The Engineer shall be entitled to rely upon the accuracy and completeness of data provided by the Owner and shall not assume liability for such data. The Engineer does not practice law, insurance or financing, therefore, the Owner shall furnish all legal, accounting and insurance counseling services as may be necessary to protect themselves at any time during the Project. Owner shall hold Engineer harmless from damages that may arise as a result of inaccuracies of information or data supplied by Owner or others to Engineer.

ADDITIONAL SERVICES: As an Additional Service in connection with changes in the scope of the Engineer's work by the Owner, the Engineer shall prepare Drawings, Specifications and other documentation and data, evaluate Contractor's proposal and provide any other services made necessary by such Change Orders and Construction Change Directives. The Engineer will be entitled to additional compensation to coordinate such changes and schedules shall be adjusted accordingly.

OWNERSHIP AND REUSE OF DOCUMENTS: All reports, plans, specifications, field data and other documents written and/or electronic, prepared by Engineer in doing work on the project, shall remain the property of the Engineer. The documents prepared by the Engineer for this Project are for use solely with respect to this Project. The Engineer's Drawings, Specifications or other documents shall not be used by the Owner on other projects or for additions to this Project, except by agreement in writing and with appropriate compensation to the Engineer. However, the parties acknowledge that all documents in final form become public documents once in the hands of the Owner, unless covered by a specific exemption to the Iowa Open Records Act – Chapter 22 of the Code of Iowa.

OPINIONS OF PROBABLE COSTS: It is recognized that neither the Engineer nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Engineer cannot and does not warrant or represent that bids or negotiated prices will not vary from any estimate of costs or evaluation prepared or agreed to by the Engineer.

DISPUTE RESOLUTION: Claims, disputes or other matters, involving a value less than $200,000.00, in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation unless each of the parties mutually agrees otherwise. No mediation arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this Agreement, except by written consent containing a specific reference to this Agreement signed by the Owner, Engineer, and any other person or entity sought to be joined. In no event shall the demand for mediation be made after the date when the institution of legal or equitable proceedings based upon such claim would be barred by the applicable statute of limitations. The award rendered in the mediation shall be non-binding.

TERMINATION: This Agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform in accordance with the terms of the Agreement through no fault of the party initiating the termination. This Agreement may be terminated by the Owner upon not less than seven days' written notice to the Engineer.

Failure of the Owner to make payments to the Engineer in accordance with the Agreement shall be considered substantial non-performance and cause for termination. If the Owner fails to make payment when due the Engineer for services, the Engineer may, upon seven days' written notice to the Owner, suspend performance of services under this Agreement. Unless payment in full is received by the Engineer within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the Engineer shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services.

In the event of termination not the fault of the Engineer, the Engineer shall be compensated for services performed prior to termination and all termination expenses. Termination expenses are in addition to compensation for *Basic and Additional Services*, and include expenses which are directly attributable to termination.

CONTRACTOR MATTERS: The Engineer has no control over the Contractor's means, methods, schedule, costs, quality control, workmanship, on-site storm water runoff/erosion control, or project safety measures. For this reason, the Engineer shall not be responsible for or assume liability for the same.

UNDERGROUND UTILITIES: Information for location of underground utilities may come from the Owner, third parties, and/or research performed by the Engineer or its subcontractors. Unfortunately, the information the Engineer must rely on from various utilities and other records may be inaccurate or incomplete.

SHOP DRAWING REVIEW: If, as part of this Agreement Engineer reviews Contractor submittals, such as shop drawings, product data, samples and other data, as required by Engineer, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Engineer shall not be responsible for any deviations from the contract documents not brought to the attention of Engineer in writing by the contractor. Engineer shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

CONSTRUCTION OBSERVATION: If, as part of this Agreement, Engineer is providing construction observation services, Engineer shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the Contractor's work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in this Agreement, the Owner has not retained the Engineer to make detailed inspections or to provide exhaustive or continuous project review and observation services. Engineer does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

HAZARDOUS MATERIALS: The Engineer is not in the business of making environmental site assessments for purposes of determining the presence of any toxic, hazardous or other environmental damaging substances. The purpose of this provision is to be certain that the Owner is aware of the potential liability if toxic, hazardous or environmental damaging substances are found on or under the property. Engineer makes no representations regarding an environmental site assessment, relies upon Owner to have fully investigated the need and/or scope of such assessment and assumes no responsibility for the determination to make an environmental site assessment on the subject property.

PAYMENT: Amounts unpaid 30 days after invoice date shall bear interest from the date payment is due at a rate of 1.5% per month compounded and shall include costs for attorney fees and other collection fees related to collecting fees for service.

WAIVERS: The Owner and the Engineer waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by property insurance during construction. The Owner and Engineer each shall require similar waivers from their contractors, consultants and agents.

ASSIGNMENT: The Owner and Engineer, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither Owner nor Engineer shall assign this Agreement without the written consent of the other.

GOVERNING LAW: Unless otherwise provided, the Agreement shall be governed by the law of the principal place of business of the Engineer.

COMPLETE AGREEMENT: This Agreement represents the entire and integrated agreement between the Owner and Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Engineer. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Engineer.

EXHIBIT 'B'

OWNER'S RESPONSIBILITIES

OWNER shall do the following in a timely manner so as not to delay the services of the ENGINEER.

1. Designate in writing a person to act as OWNER'S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER'S policies and decisions with respect to ENGINEER'S services for the project.

2. Provide all criteria and full information as to OWNER'S requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards, which OWNER will require to be included in the drawings and specifications.

3. Assist ENGINEER by placing at ENGINEER'S disposal all available information pertinent to the Project, including previous reports and any other data relative to design or construction of the Project.

4. Arrange for access to make all provisions for the ENGINEER to enter upon public and private property as required for the ENGINEER to perform services under this Agreement.

5. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the ENGINEER, obtain advice of an attorney, insurance counselor and other consultants as OWNER deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the ENGINEER.

6. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary completion of the Project.

7. Give prompt written notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any development that affects the scope or timing of the ENGINEER'S services, or any defect or non-conformance in the work of any Contractor.

8. Arrange for financing and pay for services as agreed to in this Agreement.

EXHIBIT 'A'

McCLURE ENGINEERING COMPANY
HOURLY RATE SCHEDULE
(Effective through December 31, 2015)

PERSONNEL	HOURLY RATE
Administrative	$60.00
Senior Administrative	$75.00
Staff Engineer	$98.00
Project Engineer	$115.00
Senior Project Engineer	$158.00
Project Manager	$145.00
Principal	$175.00
Senior Principal	$195.00
Engineering Technician (ET)	$90.00
Registered Land Surveyor	$145.00
On-Site Representative (OSR)	$80.00
Senior On-Site Representative (OSR)	$90.00
Crew Chief (CC)	$85.00
Crew Member (CM)	$70.00
Intern Crew Member	$55.00

MISCELLANEOUS EXPENSES	
Survey Vehicle Mileage	$0.75/Mile
Automobile Mileage	$0.55/Mile
Plans	$0.12/Sq. Ft.
Vellums	$0.50/Sq. Ft.
Out-of-Pocket Expenses (Meals, Hotels, etc.)	At Cost + 10%
Large Format Color Prints	$5.00/Sq. Ft

Listing of counties already furnished with the 1934 Leoni Illuminated Constitution Lithographs:

The following counties were found to have been finished, and had a Constitution print donated to the county for their court house, by the late Daniel B. Stephenson:
(listed in alphabetical order)

#10

Audubon County	Audubon	1990
Benton County	Vinton	1994
Buena Vista County	Storm Lake	1991
Calhoun County	Rockwell City	1990
Carroll County	Carroll	1990
Dallas County	Adel	2001
Delaware County	Manchester	1993
Fayette County	West Union	1994
Franklin County	Hampton	1992
Greene County	Jefferson	1990
Guthrie County	Guthrie Center	2000
Hamilton County	Webster City	1992
Hancock County	Garner	1991
Humboldt County	Humboldt	1990
Kossuth County	Algona	1991
Madison County	Winterset	2001
Palo Alto County	Emmetsburg	1995
Pocahontas County	Pocahontas	1990
Sac County	Sac City	1990
Tama County	Toledo	1993
Warren County	Indianola	2001
Webster County	Fort Dodge	1995
Winnebago County	Forest City	1992
Worth County	Northwood	1992
Wright County	Clarion	1990

Additionally,

The following counties were found to have the *exact same lithograph of the Constitution* in their court houses. These were done by one of the original owners prior to 1990, when he started to sell them to my father who finished the above counties. There may be others out there, but haven't seen them yet. (Talked to a lawyer in Story County who paid for one, but didn't receive it. It was also before my father getting involved.)

Allamakee County	Waukon (In Supervisor's Meeting Room)
Boone County	Boone
Story County	Nevada (Plaque under framed print – ***1987 Story Co. Bar Association***)

These counties were completed by myself on behalf of *The Stephenson Brothers*. This also includes the date when presented to the Board of Supervisors, and how the print was financed. (Listed in order of completion.)

County	City	Date	Constitution Sponsorship
Marshall County	Marshalltown	March 2009	On Behalf of Father
Emmet County	Estherville	April 2009	8 Sponsors
Clay County	Spencer	May 2009	8 Sponsors
Butler County	Allison	June 2009	6 Sponsors
Hardin County	Eldora	July 2009	6 Sponsors (1 – Half)
Bremer County	Waverly	August 2009	6 Sponsors (1 – Half)
Mitchell County	Osage	September 2009	10 Sponsors
Floyd County	Charles City	September 2009	10 Sponsors
Cerro Gordo County	Mason City	October 2009	8 Sponsors (2 – For 2)
Winneshiek County	Decorah	November 2009	County Funds
Chickasaw County	New Hampton	December 2009	10 Sponsors
Howard County	Cresco	December 2009	10 Sponsors
Grundy County	Grundy Center	February 2010	Board Members (5)
Buchanan County	Independence	March 2010	County Officials (8)
Black Hawk County	Waterloo	April 2010	11 Veterans Groups (4 Paid)
Poweshiek County	Montezuma	April 2010	Chairman, County Board
Iowa County	Marengo	July 2010	8 Sponsors
Mahaska County	Oskaloosa	August 2010	6 Sponsors (1 – Half)
Keokuk County	Sigourney	September 2010	County Officials (18)
Osceola County	Sibley	September 2010	10 Sponsors
Lyon County	Rock Rapids	November 2010	10 Sponsors (8 Veterans Units)
Dickinson County	Spirit Lake	December 2010	Bought Lithograph Print
Cherokee County	Cherokee	February 2011	County Funds
Ida County	Ida Grove	March 2011	10 Sponsors
Plymouth County	Le Mars	April 2011	10 County Veterans Groups
Harrison County	Logan	April 2011	10 Sponsors
O'Brien County	Primghar	May 2011	6 Veterans Units and Board (5)
Crawford County	Denison	June 2011	County Officials (11)
Shelby County	Harlan	June 2011	Bought Lithograph Print
Monona County	Onawa	July 2011	10 Sponsors (3 Veterans)
Adams County	Corning	August 2011	10 Sponsors (2 Veterans)
Adair County	Greenfield	September 2011	County Funds
Union County	Creston	September 2011	10 Sponsors (2 Veterans)
Cass County	Atlantic	October 2011	10 Sponsors
Taylor County	Bedford	October 2011	10 Sponsors (1 Veterans)
Ringgold County	Mount Ayr	November 2011	10 Sponsors (1 Veterans)
Mills County	Glenwood	December 2011	10 Sponsors (1 Veterans)
Montgomery County	Red Oak	January 2012	10 Sponsors
Page County	Clarinda	February 2012	10 Sponsors (1 – 2 Veterans)
Fremont County	Sidney	March 2012	8 Sponsors (3 Veterans)
Clarke County	Osceola	April 2012	12 Sponsors (5 Veterans)
Lucas County	Chariton	May 2012	10 Sponsors (1 Veterans)
Decatur County	Leon	June 2012	County Funds (With Veterans)
Monroe County	Albia	June 2012	10 Sponsors
Pottawattamie County	Council Bluffs	June 2012	Co. Employees and Co. Bar Assoc.
Wayne County	Corydon	July 2012	10 Sponsors (1 Veterans)

County	City	Date	Constitution Sponsorship
Henry County	Mount Pleasant	August 2012	Courthouse Centennial Funds
Davis County	Bloomfield	August 2012	11 Sponsors (1 Veterans)
Van Buren County	Keosauqua	August 2012	Individuals (Honoring Veterans)
Lee South Courthouse	Keokuk	September 2012	10 Sponsors (4 Veterans)
Wapello County	Ottumwa	September 2012	County Political Party
Jefferson County	Fairfield	October 2012	10 Sponsors (2 Veterans Split One)
Appanoose County	Centerfield	October 2012	County Grant (Dedicated to Vets)
Lee North Courthouse	Fort Madison	October 2012	10 Sponsors
Cedar County	Tipton	January 2013	10 Sponsors (2 Veterans)
Washington County	Washington	January 2013	County Veterans (6 Town's Vets)
Louisa County	Wapello	February 2013	11 County Organizations (6 Vets)
Jackson County	Maquoketa	March 2013	10 Sponsors (2 Vets as honorary)
Jones County	Anamosa	April 2013	10 Sponsors
Muscatine County	Muscatine	June 2013	10 Sponsors (3 Veterans)
Clayton County	Elkader	August 2013	10 Sponsors (15 Honorary Veterans)
Jasper County	Newton	September 2013	6 Sponsors (1 Paid for 6 w/ 2 Vets)
Des Moines County	Burlington	August 2014	12 Sponsors (with Veteran's Plaque)
Dubuque County	Dubuque	December 2014	County Veterans Department
Marion County	Knoxville	January 2015	Non-profit organization
Linn County (2)*	Cedar Rapids	March 2015	County Veterans
Clinton County	Clinton	Pending	10 Sponsors (with Veteran's Plaque)

Iowa totals to date: 95

Dan Stephenson	**25**
Others	**3**
Stephenson Brothers	**67**

Please note: Clinton County is finished but not yet delivered.

***Linn County Courthouse and the Linn County Community Service Building**
Here is a recent photograph of one of the finished 1934 Constitution lithographs.

Van Buren County Courthouse, Keosauqua, Iowa
Photo by John Finney, County Auditor

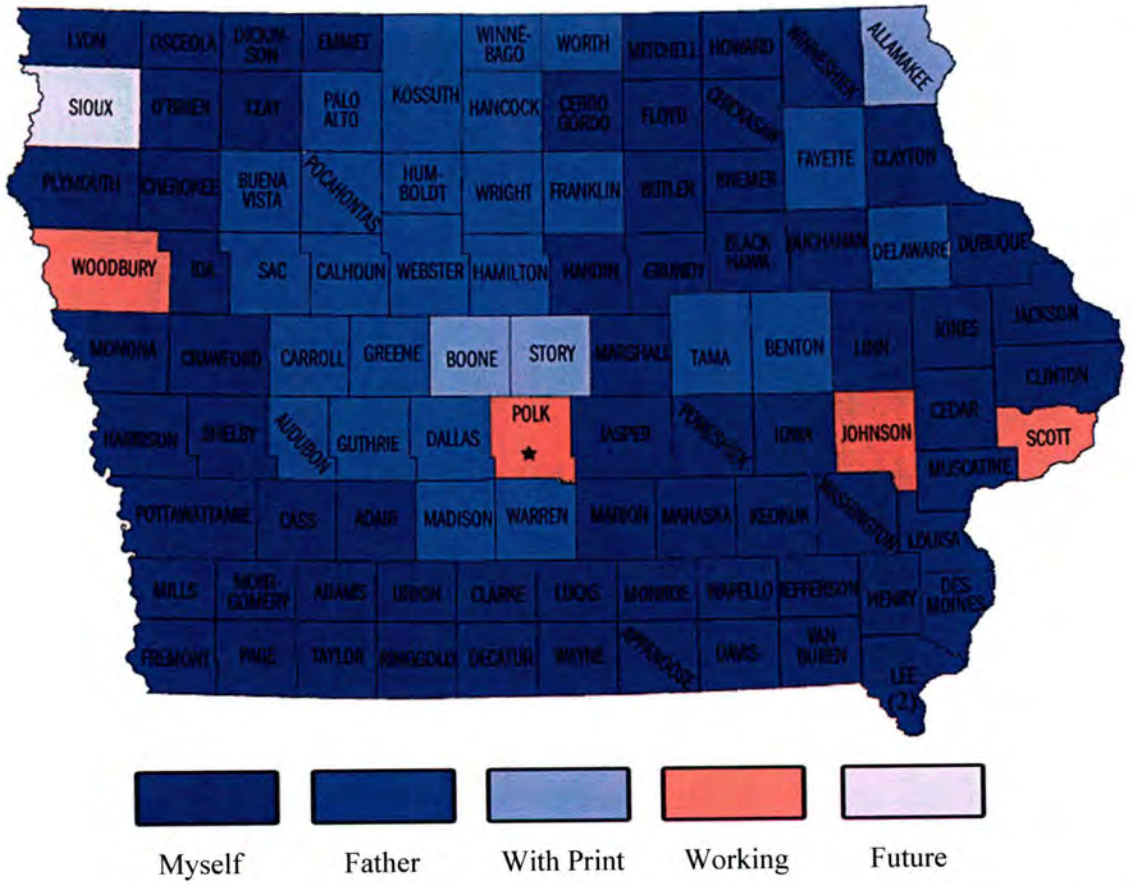
Special thanks to Dale & Tami Hollman of Nature's Wood Shop for the excellent matting and framing of these magnificent prints which enhances the presentation of the art.

1934 Leoni Illuminated Constitution Lithograph

My name is Gary Stephenson, the youngest son of the late Daniel B. Stephenson of Fort Dodge. He had been getting finished, matted and framed Constitution prints donated for a town's high schools, middle schools, libraries, and if a county seat, the court house. Since his passing in September of 2008, I have taken it upon myself an attempt to finish in regards to court houses. He had done 25 court houses, and I have found 3 others with exactly the same Constitution lithographs. These were done by a gentleman after the prints were found sitting in a Chicago warehouse back in 1987. My father began selling them in 1990. They were framed nothing like now.

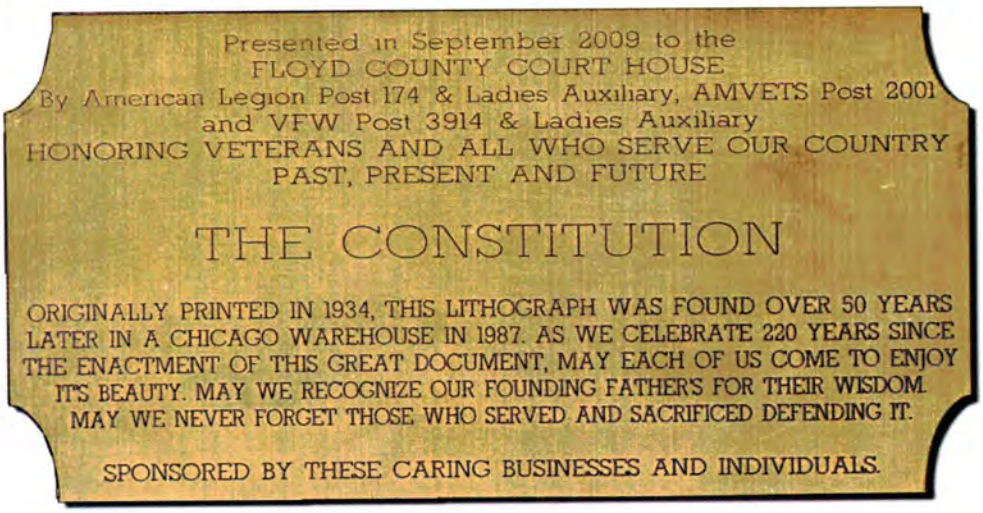
Since beginning this endeavor to have one of these 1934 Constitution lithographs donated to every court house in Iowa, I have finished 67 so far. First thing I do is get the approval of the county's Board of Supervisors. Hence, this little introduction. I am not seeking anything but the okay to proceed, and if the county would accept a Constitution print at no cost to taxpayers. I would be more than glad to meet with you with two "samples" and let you see for yourself how impressive these are up close. (Have 2 styles of frames available.)

Here is graphically how far along, and future goals. This endeavor will take several years, but I am in a situation to do this. (If desired, I can go into detail, but for now – my goal is an attempt for all 99 counties.)



What I am trying to do is have the finished Constitution donated to the county by sponsorships in the form of recognition on a small plaque, but have the actual framed print presented to the county's board by the local veterans groups. This is to honor all veterans. The total cost for this is $750. I ask for an $75 sponsorship from a local business or individual and try to get 10 sponsors per county, although each county is different.

Here is an example of the larger plaque which would include the month, county and veteran's units. If no active post – we can certainly do something. The wording is mine, but certainly flexible.



The sponsors are recognized by smaller plaques such as the following:

I do all the work. Make phone calls, meet with potential sponsors. Even go to the local newspaper and try have a photograph and article in the local paper. In other words, all I ask from the Board is your permission, and that you will accept this from the veterans. I'm not doing this for the publicity, and certainly not doing this for the money. I am doing this more for Donald Eugene Scott, and the thousands of other Iowans who sacrificed fighting for this document and our freedoms. (Donald E. Scott was from Spencer. He was a PFC in the US Army, and was awarded a Bronze Star Medal after being killed in action in Vietnam. His sister honored him by being a sponsor.)

Here is an example of what may be possible from your local newspaper, although of course I have no real say in what is printed. It is a feel good story, and in these tough times – much needed.

Constitution finds a home in courthouse

By Michael Tidemann
Staff Writer

There should no longer be any question about what the Constitution says when attorneys argue cases at the Emmet County Courthouse.

The Emmet County Board of Supervisors Tuesday accepted an illuminated copy of the U.S. Constitution. Estherville VFW Post 3388 Post Commander Robert Fine and VFW Auxiliary President Judy Johnson presented the framed document to Emmet County Board of Supervisors Chair Randy Beaver.

The story behind the illuminated Constitution is probably at least as fascinating as the document itself. A number of copies of the 30-by-40-inch document were originally printed in 1934. They sat in a Chicago warehouse until 1987 when they were "rediscovered."

The framed copy will hang in the Emmet County Courthouse.

Sponsors include Dakota Pack, Doug Skinner; Estherville Printing, Ron Leffel; Estherville Ready Mix, Tom Eaton; Farm Bureau Financial Services, Ken Jensen; Henry-Olson Funeral Home; Jacobson-Westergard & Associates, Inc.; Edward Jones, Doug Wagner; and Valley Contracting, Inc., Eric Anderson.

Estherville VFW Post 3388 Post Commander Robert Fine and VFW Auxiliary President Judy Johnson presented a framed copy of the U.S. Constitution to Emmet County Board of Supervisors Chair Randy Beaver Tuesday.
EDN photo by Michael Tidemann

Source: ***The Estherville Daily News*** **- Wednesday, April 15, 2009**

Finally, it would be my pleasure to work with you, and get one of these magnificent works of art (a print alone sells from $150-$350) hanging in your court house. I purchase prints from a gentleman who loaned my dad $15,000 for 200 of them (but only got 160), and I'm trying to help him recoup some of his investment. I also have a very good framer in the small town of Rowan, called Nature's Wood Shop. I personally operate from my home-town of Fort Dodge It means a lot of travel, and this is not cheap, but necessary. Once again, I am not asking the county or the taxpayers of your county for anything. I am sure they believe they pay enough taxes. I'd just like the chance to add your county to the growing list of Iowa counties with a 1934 Constitution lithograph, now at 94 (of which includes 2 in Lee County for a total of 95 Courthouses finished).

Here is a picture of the print, so as to see what it entails. You can read it, from the Preamble to the 21st Amendment. (Yes, there were only 21 in 1934.)

Here is some information about this 1934 Constitution lithograph obtained off the internet. Also, is a brief explanation of just what a lithograph entails, and the extraordinary effort to make this one over seventy-six years ago. **(Note: The original sales brochure must have been made back in the 1970's.)**

The Constitution of the United States.

Illuminate by Nestore Leoni, and digitally reproduced again in 1998 by Kenneth Atwood Hibben.

As the great-grandson of Harry Atwood, our family had only a handful of the original 1934 printings of these magnificent works of art, so I took it upon myself to have them "authentically reproduced" in 1998 so we could again make them available to the American people!

Here are some excerpts from the original sales brochure:

* "The well-know Leoni prints, depicting the meaningful events in American History, as art historians know, have been in the Library of Congress for more than a half century. Many years ago, these renowned masterpieces were reproduced in an elaborate and illuminated border to provide added significance to this most important document ever conceived by free men, the Constitution of the United States."

* "Following the death of the well-known constitution attorney in the 1930's, M.S. Atwood, his widow, commissioned the reproduction of the Leoni Illuminated Constitution the original of which is exhibited in the main gallery on the second floor of the Library of Congress in Washington, D.C."

* "The printing plates were destroyed after a very limited number of reproductions were struck from the original engravings. Produced from hand engraved stone in ten vivid colors, and two washes of gold, these prints have been acclaimed by eminent art authorities on American historic art as the finest ever developed."

* "These beautiful reproduced Leoni Constitutions, nearly forty years old and measuring 40 inches by 30 inches wide, were appraised by a well-known art gallery in Chicago at $150 each. The remaining prints are now being offered at $125."

Copyright 2008

Source: www.constitution-books.webs.com

Please Note: These being offered are the original 1934 Constitution lithographs – not reproduced ones.

What is a lithograph? (Source: Wisegeek.com)

A lithograph is produced by using the principle that oil and water do not mix. This Constitution is called an offset lithograph, referring to the fact the ink is transferred to a separate surface before being applied to the paper. First step is creating the flat plates (stone or metal) by using a set of greasy crayons or pencils to draw a mirrored image of the original work of art with separate ones for at least up to four colors: black, red, yellow & blue. An oil-based variety of ink is poured on the plates and immediately bonds with the equally greasy crayon lines. Water is then wiped onto the unpainted areas to prevent smearing. A sheet (or roll) of high cotton paper is placed over the plate, and lightly pressed transferring to ink to the paper. The process is repeated depending on the number of colors in the lithograph. This particular one was then sent to a different printer to have the 2 gold washes applied. In 1934, there were only 5 such machines in the country – now there are only 3 with our government being one of these. To show these are the authentic lithographs from 1934, all is needed is to look at the back of the print. The gold washes will show through the back. Digitally reproduced ones would not.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

#11

Date: May 27, 2015

Weekly Agenda Date: June 2, 2015

DEPARTMENT HEAD / CITIZEN: Mark Olsen-Juvenile Detention

SUBJECT: One Year Contract Extension with CBM Food Service

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Discussion and Approval for Chairman to sign one year contract extension with CBM Food Service

EXECUTIVE SUMMARY: Woodbury County Juvenile Detention Center is required to have the Board Chairman sign a yearly extension with CBM Food Service to continue to provide the daily meal program.

BACKGROUND: Woodbury County Juvenile Detention Center currently uses CBM Food Services to provide food and services to meet the Federal Free & Reduced Lunch Program requirements sponsored through the State of Iowa. It is based on providing a healthy and nutritious balanced meal to youth through a specific dietary meal plan. Woodbury County will also receive a yearly reimbursement to offset the cost. In the 2015 fiscal year Woodbury County received a reimbursement of $19,000.00.

FINANCIAL IMPACT: The state set Consumer Price Index (CPI) increase is 3.1 percent or sixteen cents per meal or $5.22 per youth per meal. I am projecting a daily average of seventeen youths per day and a projected yearly cost of $97,170.00 to continue with CBM for the 2015-2016 fiscal year.

ACTION REQUIRED: Chairman Signature

AMENDMENT TO FOOD SERVICE CONTRACT BETWEEN WOODBURY COUNTY JDC AND CBM FOODSERVICE

THE PARTIES AGREE AS FOLLOWS

This amendment to the original contract is entered into this 1st Day of July, 2015, by and between **Woodbury County JDC**, 620 Douglas St, Room 101 Woodbury County Courthouse, in the city of Sioux City, Iowa hereinafter referred to as the School Food Authority (SFA) and **Catering by Marlin, Inc., d.b.a. CBM Foodservice** business address 500 E. 52nd St N, Sioux Falls, South Dakota 57104, hereinafter referred to as the Food Service Management Company (FSMC)

WHEREAS, the parties hereto were parties to an agreement dated as of 1st Day of July, 2013, where in the FSMC agreed to provide food service management to the SFA's school buildings located at 822 Douglas Street Suite 401, in Sioux City, Iowa; and

WHEREAS, the parties desire to further extend the term of the Agreement for an additional one year period commencing **July 1, 2015** and ending **June 30, 2016** upon the same terms and conditions set forth in the Agreement as amended herein;

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter expressed and expressed in the Agreement, it is mutually covenanted and agreed by and between the parties hereto as follows:

PRICING

Section XVI (C) 1-3, of the Agreement is deleted in its entirety and the following substituted in lieu thereof:

The FSMC shall be entitled to an Administrative Service Fee which shall be based on the number of meals served which are breakfast, lunch, supper; all snacks will be purchased in bulk.

1. Fee Per Meal: $5.22
2. Fee Per Snack: $(snacks will be purchased at bulk prices)
3. Bulk supplies as listed on invoice

REAFFIRMATION

Except for the amendment set forth in **Pricing Section XVI C (1-3)** above, the parties hereto reaffirm the Agreement as initially set forth in its entirety.

ACKNOWLEDGEMENT

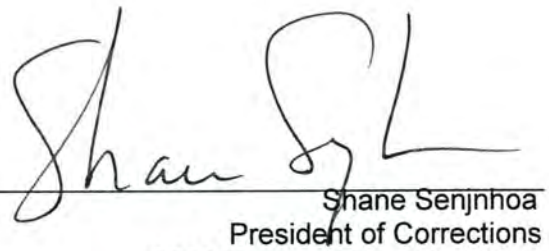
Each apart hereto acknowledges that it has no actual knowledge of breach by the other party as of the date of this first Extension to the Agreement.

IN WITNESS WHEREOF, the parties have executed this First Extension to Agreement on this

_____

Mark Monson
Chairman
Woodbury County Board of Supervisors

_____Day of _____, 2015



_____

Shane Senjnhoa
President of Corrections
CBM Managed Food Services

_____Day of _____, 2015

_____

Cheryl Benson
Consultant S.E. Iowa
(Bureau Nutrition, Health and Transportation Services)

_____Day of _____, 2015

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

Both the school food authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate of Independent Price Determination.

(1) By submission of their offer, the offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

(1) The prices in this offer have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and

(3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

(2) Each person signing this offer on behalf of the Food Service Management Company certifies that:

(1) He or she is the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

(2) He or she is not the person in the offeror's organization responsible with the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Catering By Marlin's Inc. dba CBM Food Service

NAME OF FOOD SERVICE MANAGEMENT COMPANY

SIGNATURE OF FOOD SERVICE MANAGEMENT COMPANY'S AUTHORIZED REPRESENTATIVE

Vice President of Operations

TITLE

5/28/15

DATE

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action which may have jeopardized the independence of the offer referred to above.

WCJDC

NAME OF SCHOOL FOOD AUTHORITY

SIGNATURE OF AUTHORIZED REPRESENTATIVE

TITLE

DATE

IN WITNESS WHEREOF, the parties have executed this First Extension to Agreement on this

Mark Monson
Chairman
Woodbury County Board of Supervisors

_____Day of _____, 2015

Shane Senjnhoa
President of Corrections
CBM Managed Food Services

_____Day of _____, 2015

Cheryl Benson
Consultant S.E. Iowa
(Bureau Nutrition, Health and Transportation Services)

_____Day of _____, 2015

#12a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

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

SUBJECT: **Consideration of approval of contract for Haskell Avenue Bridge Repairs**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of the contract for Haskell Avenue bridge repairs.

EXECUTIVE SUMMARY: This Board of Supervisors awarded the quote for repairs to the Haskell Avenue Bridge on May 5, 2015. A contract for the work has been prepared, signed by the contractor, and returned for final approval.

BACKGROUND: This project was let to repair the Haskell Avenue Bridge which was damaged in flash flooding in June 2014.

FINANCIAL IMPACT: This project is funded 75% by FEMA, 10% by the State of Iowa, and 15% by local funds.

RECOMMENDATION: Recommend that the Board approve the contract and direct the chair to sign it on behalf of Woodbury County.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the contract with Dixon Construction to repair the Haskell Avenue Bridge for $35,800.

Approved by Board of Supervisors March 3, 2015.

CONTRACT

Kind of Work Bridge Repair FHWA Structure #355055

Project No. FEMA Site 12 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Mark Monson, Larry Clausen, Jaclyn Smith, Matthew A. Ung and Jeremy Taylor , Contracting Authority and Dixon Construction of Correctionville, Iowa, Contractor.

WITNESSETH: That the Contractor, for and in consideration of Thirty Five Thousand Eight Hundred and 00/100 ($35,800.00) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Unit Price	Amount
Bridge Repair in Section 29 Arlington Township on Haskell Ave. FHWA#355055			Group 1	
1.	Furnish and Drive Four (4) 60' HP 12" X 53 (Pile)	1 L.S	$35,100.00	$35,100.00
2.	Furnish and Place Safety Fence	2 Each	$350.00	$700.00
	TOTAL BID			**$35,800.00**

Said specifications and plans are hereby made part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Engineer under date of _____, 2015

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. __in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

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

Approximate Starting Date	Specified Starting Date	Completion Date	Number of Working Days
		October 30, 2015	

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

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

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the _____ day of _____, 20_____

Dixon Construction

By David K. Dixon

Date 5-18-15

Contracting Authority: Woodbury County, Iowa

By _____
Mark Monson Chairperson

Date _____

#12b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

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

SUBJECT: **Consideration of award of bids for Project number L-B(P260)—73-97**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Consideration of award of bids for replacing bridge P-260, the Grundy Avenue bridge southwest of Climbing Hill.

EXECUTIVE SUMMARY: This bridge is part of the FY 2015-2019 Woodbury County five year construction program. The existing bridge is structurally deficient and functionally obsolete and posted for less than legal truck loads. Bids were received May 26th, have been reviewed by my office, and a recommendation for award is being returned to the Board of Supervisors.

BACKGROUND: For projects with an engineer's estimate of over $50,000, the county shall put projects out to bid under the provisions of Sections 309.40 and 309.41 of the Code of Iowa which outlines advertisement and letting procedures. Three bids from qualified contractors were returned in response to our request for bids.

FINANCIAL IMPACT: This project is funded using the $1.3 million special projects levy funds.

RECOMMENDATION: Recommend acceptance of the low bid from Graves Construction Company of Spencer, IA.

ACTION REQUIRED/MOTION PROPOSED: Motion to accept the bid from and award the project to Graves Construction Company for the replacement of Bridge P-260 for $341,966.06.

Approved by Board of Supervisors March 3, 2015.

TABULATION OF BIDS

PROJECT NO. L-B(P260)--73-97
LETTING: TUESDAY, MAY 26, 2015
BRIDGE REPLACEMENT (RCB Culvert)
IN SECTION 33 T88N, R45W

NOTE: IN CASE OF MATHEMATICAL ERROR, UNIT PRICE SHALL GOVERN

ITEM NO	ITEM	QUANTITIES		Engineer's Estimate UNIT PRICE	Engineer's Estimate AMOUNT	Christensen Bros., Inc. PO Box 478 Cherokee, Iowa 51012 BID BOND UNIT PRICE	Christensen Bros., Inc. BID BOND AMOUNT	Dixon Construction 409 Driftwood Street Correctionville, Iowa 51016 BID BOND UNIT PRICE	Dixon Construction BID BOND AMOUNT	Graves Construction 1819 340th Street Spencer, Iowa 51301 BID BOND UNIT PRICE	Graves Construction BID BOND AMOUNT
1	Clearing and Grubbing	0.48	Acres	$ 4,000.00	$ 1,920.00	$ 5,000.00	$ 2,400.00	$ 10,000.00	$ 4,800.00	$ 12,500.00	$ 6,000.00
2	Special Backfill	251	Cu.Yds.	$ 28.00	$ 7,028.00	$ 35.00	$ 8,785.00	$ 50.00	$ 12,550.00	$ 26.00	$ 6,526.00
3	Excavation Class 10 Roadway	834	Cu.Yds.	$ 8.00	$ 6,672.00	$ 8.00	$ 6,672.00	$ 17.00	$ 14,178.00	$ 10.00	$ 8,340.00
4	Excavation Class 10 Channel	490	Cu.Yds.	$ 10.00	$ 4,900.00	$ 7.00	$ 3,430.00	$ 7.00	$ 3,430.00	$ 6.00	$ 2,940.00
5	Excavation Class 13 Channel	20	Cu.Yds.	$ 75.00	$ 1,500.00	$ 50.00	$ 1,000.00	$ 30.00	$ 600.00	$ 200.00	$ 4,000.00
6	Removal of Existing Structure	1	L.S.	$ 25,000.00	$ 25,000.00	$ 30,000.00	$ 30,000.00	$ 34,000.00	$ 34,000.00	$ 26,000.00	$ 26,000.00
7	Excavation Class 20	2,500	Cu. Yds.	$ 8.00	$ 20,000.00	$ 15.00	$ 37,500.00	$ 10.00	$ 25,000.00	$ 24.00	$ 60,000.00
8	Structural Concrete (RCB Culvert)	299.35	Cu.Yds.	$ 425.00	$ 127,223.75	$ 650.00	$ 194,577.50	$ 400.00	$ 119,740.00	$ 380.00	$ 113,753.00
9	Reinforcing Steel	44,699	Lbs.	$ 1.25	$ 55,873.75	$ 0.75	$ 33,524.25	$ 1.00	$ 44,699.00	$ 0.94	$ 42,017.06
10	Culvert CMP Entrance Pipe 24"	70	L.F.	$ 55.00	$ 3,850.00	$ 50.00	$ 3,500.00	$ 70.00	$ 4,900.00	$ 46.00	$ 3,220.00
11	Temporary Stream Diversion	1	Each	$ 5,000.00	$ 5,000.00	$ 20,000.00	$ 20,000.00	$ 12,000.00	$ 12,000.00	$ 9,500.00	$ 9,500.00
12	Gate, Outlet Control Flap, 24"	2	Each	$ 900.00	$ 1,800.00	$ 1,800.00	$ 3,600.00	$ 2,500.00	$ 5,000.00	$ 1,485.00	$ 2,970.00
13	Revetment, Class E	248	Ton	$ 47.00	$ 11,656.00	$ 45.00	$ 11,160.00	$ 49.00	$ 12,152.00	$ 50.00	$ 12,400.00
14	Safety Closure	2	Each	$ 600.00	$ 1,200.00	$ 125.00	$ 250.00	$ 125.00	$ 250.00	$ 150.00	$ 300.00
15	Removal and Reinstall Fence Barb	128	L.F.	$ 9.00	$ 1,152.00	$ 20.00	$ 2,560.00	$ 21.00	$ 2,688.00	$ 10.00	$ 1,280.00
16	Traffic Control	1	L.S.	$ 3,000.00	$ 3,000.00	$ 1,500.00	$ 1,500.00	$ 5,200.00	$ 5,200.00	$ 3,000.00	$ 3,000.00
17	Mobilization	1	L.S.	$ 20,000.00	$ 20,000.00	$ 39,000.00	$ 39,000.00	$ 49,000.00	$ 49,000.00	$ 34,000.00	$ 34,000.00
18	Granular Surfacing-Class C Mod	56	Ton	$ 30.00	$ 1,680.00	$ 30.00	$ 1,680.00	$ 34.00	$ 1,904.00	$ 25.00	$ 1,400.00
19	Mulching	0.48	Acre	$ 2,500.00	$ 1,200.00	$ 700.00	$ 336.00	$ 2,500.00	$ 1,200.00	$ 4,500.00	$ 2,160.00
20	Seeding and Fertilizing (Rural)	0.48	Acre	$ 2,500.00	$ 1,200.00	$ 5,000.00	$ 2,400.00	$ 4,300.00	$ 2,064.00	$ 4,500.00	$ 2,160.00
			TOTAL		$ 301,855.50		$ 403,874.75		$ 355,355.00		$ 341,966.06

SUMMARY OF BIDS

1)	Graves Construction	**$ 341,966.06**
2)	Dixon Construction	**$ 355,355.00**
3)	Christensen Bros.,Inc.	**$ 403,874.75**
	Engineer's Est.	**$ 301,855.50**

#12c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

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

SUBJECT: **Consideration of award of bids for Project number FM-CO97(122)--55-97**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Consideration of award of bids for resurfacing a portion of county route D22

EXECUTIVE SUMMARY: This hot mix asphalt (HMA) resurfacing project is part of the FY 2015-2019 Woodbury County five year construction program. The project bids were received May 19th by the Iowa DOT, have been reviewed by my office, and a recommendation for award is being returned to the Board of Supervisors.

BACKGROUND: For projects with an engineer's estimate of over $50,000, the county shall put projects out to bid under the provisions of Sections 309.40 and 309.41 of the Code of Iowa which outlines advertisement and letting procedures. One bid from a qualified contractor was returned in response to the request for bids.

FINANCIAL IMPACT: This project is funded using the county's farm to market funds.

RECOMMENDATION: Recommend acceptance of the low bid from Knife River Corporation.

ACTION REQUIRED/MOTION PROPOSED: Motion to accept the bid from and award the project to Knife River Corporation for HMA Resurfacing on County Route D-22 for $997,421.34.

Approved by Board of Supervisors March 3, 2015.

Apparent Bids for Proposal 97-C097-122

HMA RESURFACING WITH MILLING

Letting ID: 15/05/19
Cut-Off Time: 10:00:59 AM

Bidder Name	DBE	Bid Amount
KNIFE RIVER CORPORATION D/B/A KNIFE RIVER MIDWEST LLC	0.00%	$997,421.34

(1 Apparent Bid)

12d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, P.E., Woodbury County Engineer, Secondary Road Dept.

SUBJECT: **Consideration of Approval of Construction Project Plans for Letting**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of construction plans for project to replace bridge X-101, the 325th Street Bridge in section 29 of Liston Township near Danbury

EXECUTIVE SUMMARY: The county engineer and the board of supervisors are required by section 309.40 of the Code of Iowa to advertise and let all projects at a public letting when the engineer's estimated cost of the project exceeds $50,000. The existing bridge is functionally obsolete and structurally deficient and its design does not allow economical repair. The county engineer has prepared plans and specifications for construction of a replacement structure.

BACKGROUND: The existing bridge was built in 1935 and has been posted for reduced loads. Our bridge inspection consultant has estimated its remaining life at 2 years. This project is a part of the approved FY 2015-2019 five year construction program and is scheduled for a FY 2015 construction. The project replaces an existing 45' long x 16' wide riveted pony truss bridge with two approach spans for an overall length of 90 feet with a 120' x 30' Continuous Concrete slab bridge.

FINANCIAL IMPACT: This is a budgeted secondary road construction project. The project is paid for using the special project levy.

RECOMMENDATION: Recommend approval of the project plans for letting.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the approve plans for project number L-B(X101)—73-97.

WOODBURY COUNTY

CCS BRIDGE REPLACEMENT

PROJECT NO. L-B(X101)--73-97

Letting Date JUNE 23, 2015

Project Number: L-B(X101)--73-97

INDEX OF SHEETS

No.	Description
A1	TITLE SHEET
A2	LOCATION MAP
B1	BID ITEMS
B2	BID ITEM REFERENCE INFORMATION
B3	GENERAL NOTES & POLLUTION PREVENTION PLAN
C1	TABULATIONS
C2	DROP INTAKE TRASH RACK DETAILS
C3	SOIL BORING LOGS
D1	PLAN VIEW
D2, D3	PROFILE SHEET
V1	SITUATION PLAN
V2	TOP OF SLAB ELEVATIONS
X1-X10	CROSS SECTIONS

Project Development Division

PLANS OF PROPOSED IMPROVEMENT ON THE

SECONDARY ROAD SYSTEM

WOODBURY COUNTY

120' x 30'-6" CCS Bridge

PROJECT NO. L-B(X101)--73-97

FHWA# 350270

Liston Township On 325th Street Sec. 29, T86N, R42W

The Iowa Department of Transportation Standard Specifications for Highway and Bridge Construction, series of 2012, plus current Supplemental Specifications and Special Provisions shall apply to construction work on this project.

Plus Current Special Provisions and Supplemental Specifications

BRIDGE STANDARDS

The following Bridge Standards shall be considered applicable to construction work on this project.

Identification	Date	Identification	Date	Identification	Date
BA-200	10-18-11	EC-201	04-20-10		
BA-201	10-19-10	EW-301	04-19-11		
BA-202	10-21-14	MI-101	10-20-15		
BA-205	10-18-11	TC-252	10-20-15		
BA-250	10-20-15				

ROAD STANDARD PLANS

The following Standard Plans shall be considered applicable to construction work on this project.

Identification	Date	Identification	Date	Identification	Date
P1CL	04-13	J30-23-06	05-14	J30-44-06	07-09
J30-01-06	06-13	J30-24-06	07-09	J30-45-06	12-08
J30-12E-06	04-13	J30-34-06	06-13	J30-46-06	09-14
J30-13E-06	07-09	J30-39-06	07-09	J30-47-06	09-14
J30-20-06	06-12	J30-42-06	07-09		
J30-21-06	07-09	J30-43-06	12-08		

TRAFFIC CONTROL PLAN

THIS ROAD WILL BE CLOSED TO THROUGH TRAFFIC DURING CONSTRUCTION. TRAFFIC ROUTES ADJACENT TO PROPERTIES WILL BE MAINTAINED AS PROVIDED FOR IN ARTICLE 1107.08 OF THE CURRENT STANDARD SPECIFICATIONS. TRAFFIC CONTROL DEVICES, PROCEDURES, LAYOUTS, SIGNING, AND PAVEMENT MARKINGS INSTALLED WITHIN THE LIMITS OF THIS PROJECT SHALL CONFORM TO THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS" AS ADOPTED BY THE DEPARTMENT PER 761 OF THE IOWA ADMINISTRATION CODE (IAC) CHAPTER 130.

MAINTENANCE OF SIGNS AND BARRICADES AS STATED IN ARTICLE 1107.09 SHALL APPLY ON THIS PROJECT.

SIGNING ON THIS PROJECT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE IN ACCORDANCE WITH ROAD STANDARD TC-252

THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANACE WITH THE REQUIREMENTS OF U.S. ARMY CORPS OF ENGINEERS NATIONWIDE PERMIT NO. 14. A COPY OF THIS PERMIT IS AVAILIBLE FROM THE WOODBURY COUNTY ENGINEERS OFFICE UPON REQUEST. PERMIT # CEMVR-OD-P-2015-0363

Approved

Board of Supervisors

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Date

Iowa Registration Number 11452
Expiration Date 12/31/2016

Pages or sheets covered by this seal:

Pages A1, A2, B1, B2, B3, C1, C2, C3, D1, D2, D3, V1, V2 & X1-X10

2011 AADT 20 V.P.D.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) #12e

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

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

SUBJECT: **Approval of Secondary Road Departmental policies for Secondary Road Driveways and Entrances and Sign Installation, Inspection, and Maintenance**

ACTION REQUIRED:

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

Consider Approval

WORDING FOR AGENDA ITEM: Approval of County Secondary Road Department Policies for Signs and Driveways.

EXECUTIVE SUMMARY: The attached policies were presented to the Board for review at their May 5, 2015 meeting. The attached policies are presented as enforced at this time. This request for approval is part of an effort to review and publish all county policies. The review and approval of these two policies is the continuation of this effort by the secondary road department and the Board of Supervisors.

BACKGROUND: The policies, once approved, become part of the Woodbury County Secondary Road Department Policy and Procedure Manual.

FINANCIAL IMPACT: These policies direct expenditures within existing approved budget.

RECOMMENDATION: I recommend the approval of the policies as submitted.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve PPM #1- Secondary Road Driveways and Entrances and PPM#2- Sign Installation, Inspection, and Maintenance Program and Policy

Woodbury County Secondary Roads Department

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

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SECRETARY
Tish Brice
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PPM #1, 2011,Rev. 1/2012

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT POLICY AND PROCEDURE MEMORANDUM

Secondary Road Driveways and Entrances

Permits are required for all work done within Woodbury County Secondary Road rights of way as provided in section 318.8 of the Code of Iowa.

Applications for a permit for a new entrance, or to widen or move an existing entrance, shall be directed to the County Engineer's office. The Engineer or District Road Foreman will determine the size and length of culvert needed and will issue a permit of the applicant to construct or widen the entrance. Driveways may be constructed by county staff or contractors hired by the property owner. If the property owner does not construct the driveway under the requirements stated herein, or fails to obtain a permit, the Engineer or Foreman shall notify the property owner of the correction needed and allow 30 days for the property owner to make the correction. If the property owner does not comply with the correction needed, the County will remove the entrance at a cost to the applicant of up to $500.

The County will determine the need for and size of culverts for each proposed entrance. The minimum culvert diameter is 24-inches unless an exception is approved by the county engineer. Only new corrugated metal or new reinforced concrete pipes are allowed for use in Woodbury County rights of way. Corrugated metal pipe shall be a minimum of 14 gauge for sizes from 24" to 42" and 12 gauge for 48" and larger diameters. The maximum allowable entrance top width is 30 feet, except by special permit.

DRIVEWAY WIDENING:
Prior to approving driveway widening requests, the county will check the existing driveway culvert for structural soundness. If the existing culvert is in poor condition at the time an extension is requested, the county may require the replacement the entire culvert, not just add the desired extra width. The permittee will be billed for the portion of new culvert and band necessary to widen the driveway to meet current county standards.

DRIVEWAY MAINTENANCE:
The County will be responsible for all continuing maintenance on driveways and field entrances. The county will maintain, repair, or replace driveways constructed within the

county right of way, including when driveways are widened, flattened, or replaced in the course of a county construction or maintenance project. The county will maintain rock surfacing driveways for house and building sites only, unless exceptions are made by the county engineer. Landowners may provide their own rock surfacing for any driveway or field entrance at their own expense.

If the driveway culvert fails for any reason, is blocked and ponding water in the ditch, or if the driveway needs to be reconstructed in the course of ditch cleaning or other maintenance work, the county will contact the property owner to see if the driveway is still needed. If the driveway is still needed, the county will do all work to replace the culvert under the driveway and replace any surfacing gravel or aggregate lost at no additional cost to the landowner in the course of maintenance work.

DRIVEWAY ELIMINATION:
If a driveway is no longer needed, the county will remove the driveway as part of maintenance work or ditch cleaning at no cost to the landowner. The property owner may opt to keep the culvert, if one is present, from the driveway after removal, but may not use this pipe at another location within the right of way.

CONSTRUCTION REQUIREMENTS FOR DRIVEWAYS BUILT BY OTHERS:
Property owners constructing their own driveways may not use dirt from the ditch to build the driveway unless the County grants written permission on the permit form. The locating of underground utilities shall be the responsibility of the applicant and may be done by contacting Iowa One Call at 1-800-292-8989.

GENERAL REQUIREMENTS:
Entrance side slopes shall be 6:1 or flatter on all paved roads. Entrance slopes on granular surfaced or dirt roads shall be 3:1 or flatter. **The construction of vertical headwalls for decorative or driveway widening is not permitted.** The County considers such headwalls to be obstructions in the right of way and will require their removal at the landowner's expense.

Minimum sight distance requirements for house, field or business entrances and private road intersections as shown below:

Road Speed Limit	Single Lot Access	Paved Road Single Access	Minor Subdivision Road	Major Subdivision Road	Commercial Business Drive/Road
25 mph	150 feet	200 feet	250 feet	325 feet	325 feet
30 mph	200 feet	250 feet	325 feet	400 feet	400 feet
35 mph	250 feet	350 feet	400 feet	475 feet	475 feet
40 mph	325 feet	425 feet	475 feet	550 feet	550 feet
45 mph	400 feet	500 feet	550 feet	650 feet	650 feet
50 mph	475 feet	550 feet	650 feet	725 feet	725 feet
55 mph	550 feet	600 feet	725 feet	800 feet	850 feet

Speed limit is based on the posted speed limit established by the Woodbury County Board of Supervisors or by the Code of Iowa, Section 321.285 where the speed limit is not posted. Driveways and roads will not be approved unless they meet the minimum sight distance requirements of this section. Exceptions to the sight distance requirements may be made if, due to road alignment, proximity to an intersection or other geometric feature prevents traffic from driving the legal speed limit of the road in question. The county engineer will be the final judge in such cases and a driveway may not be approved if it cannot be safely located.

Every driveway is a potential collision location along the roadway. As such, driveways are limited to locations where sight distance is adequate and installed as needed for land access. Only one driveway is allowed per rural residential lot under 10 acres in size. Circle driveways (two separate driveways in the ditch connected by a continuous lane or driveway on private property) are not allowed on rural residential properties.

All entrances on paved roads shall be rock surfaced from the edge of the shoulder to the right of way line. Asphalt or Portland Cement Concrete paved driveways are not allowed within Woodbury County rights of way on paved roads without special permit from the Engineer's office. Maintenance of all paved driveways or private subdivision streets within Woodbury County rights of way is the responsibility of the landowner/applicant/homeowners association. Asphalt and concrete paved driveways on granular surfaced roadways are prohibited.

Driveways require a minimum setback of 125 feet from county road intersections. New driveways connected directly to intersections will not be allowed. Driveways must be separated by at least 50 feet to allow drainage of the road surface to the ditch.

MULTIPLE DRIVEWAYS FOR AGRICULTURAL PROPERTY:
Multiple driveways may be allowed for farm property access. Driveways may be installed along a farm boundary as needed for farm operations as long as driveways meet sight distance and separation requirements. A farm property may be served by a single driveway for the residence, plus a second driveway to allow access to farm buildings or grain bins. Field entrances will be approved as sight distance allows and as a general rule, up to two field entrances may be allowed per forty (40) acre field. Farm access drives and field entrances may be up to 40 feet in top width. Exceptions for special access needs may be granted by the county engineer.

APPROVED:

_____
Chairman-Woodbury County Board of Supervisors

_____
Mark J. Nahra, Woodbury County Engineer

Attachments: Permit for Entrance
Permit to Pave a Residence or Business Entrance
Permit for Extra Wide Driveways

Woodbury County Secondary Roads Department

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

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SECRETARY
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PPM #2, 2011
Rev. 1/2012

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT POLICY AND PROCEDURE MEMORANDUM

Sign Installation, Inspection, and Maintenance Program and Policy

Background:

The 2009 Manual on Uniform Traffic Control Devices (MUTCD) is the official sign manual for the State of Iowa as defined in Section 321.252. Woodbury County adopts and follows the appropriate provisions of the MUTCD as required in Section 321.255.

Sign Facing:

The County will use only high intensity or higher grade prismatic sheeting for all traffic signs on county highways. This shall not preclude the County Engineer from utilizing current stock of engineer grade signs that were purchased or installed prior to the adoption of this policy until their usefulness is exhausted. The County Engineer, in his professional judgment, will determine locations where higher grade sheeting is required for additional warning or visibility.

Street Signs:

Street signs shall conform to the Manual on Uniform Traffic Control Devices. Existing signs not in compliance with the current MUTCD standards will be replaced with compliant signs at the end of the current sign's useful life.

Retroreflectivity and nighttime visibility:

Woodbury County will comply with standards for maintaining nighttime sign visibility as required in section 2A.08 of the MUTCD by a program of nighttime visual inspection of county road signs. The retroreflectivity of existing signs will be assessed by a trained sign inspector conducting a visual inspection from a moving vehicle during nighttime conditions. Complete system inspection will be done in compliance with MUTCD recommendations on a bi-annual basis beginning in 2014. Signs that are visually identified by the inspector to have retroreflectivity below the minimum levels will be replaced as soon as budget and staff time allow after being identified by the inspection.

Secondary Road employees will also be encourage to note and turn in reports of damaged signs or signs screened by vegetation as part of their normal duties while performing work on county roads to supplement this inspection program.

Sign Repair and Replacement:

Damaged signs will be repaired or replaced based on the following guidelines:

Stop and Yield Signs: Stop and yield signs will be repaired on a 24 hour per day, 7 day per week basis. Upon receiving a report of the loss or damage to a stop or yield sign from

emergency responders, county emergency dispatchers, secondary road department staff or other reports, county secondary road staff will respond as soon as an employee can be called in to work and travel to the location with a replacement sign. Emergency replacement will normally be accomplished by installing a temporary sign on a support, stand or barricade until a permanent replacement can be installed to replace the damaged sign. If time, conditions at the site, and equipment allow, the damaged sign may be replaced on a permanent post immediately at the discretion of the employee or his immediate supervisor. If not placed on a permanent support as part of the emergency repair, the sign will be permanently replaced after a utility locate is performed, usually within two business days.

Warning and other regulatory signs: Warning and other regulatory signs will be repaired the next business day after being reported to the road department if the sign can be replaced within its existing mounting or post hole. Signs which cannot be replaced in their existing mounting or posthole will be replaced as soon as utility locates can be completed.

Rural intersection signs: Rural intersection signs will be replaced as soon as new signs are available during the sign technician's normal working day. Since rural intersection signs are not always kept in stock, a period of days or weeks may pass before replacement signs can be ordered and manufactured.

Supplemental signs:

This policy serves direction for the placement of certain signs either not contained in the manual or not required by the manual. Examples of signs in this category include: Children at Play, Farm Machinery, Trucks Entering Highway, and historic and park signs as requested by other departments, public agencies, and members of the public. This document outlines Woodbury County's policy for placement of the signs as well as defines who will pay for the signs, posts, and installation of each type of sign.

School related signs: There are two types of school signs, school bus related signs and school warning signs. The installation of both types of signs is not required by the MUTCD and it is not the policy of the Secondary Road Department to place these signs in every location requested by the public. Signs of these types are placed only at the request of the schools under the terms of this policy.

Two types of signs fall into the category of school bus signs, the school bus stop ahead sign and the school bus turnaround sign. Both are designed as warning signs as designated by the MUTCD, but warn of conditions that are not present throughout the day or the year.

These signs may be placed at the request of the school district. Any requests for the placement of these signs must come through the school bus superintendent or the superintendent of the school district. Requests from county residents will be directed to the school district.

Upon receipt of a request from the school bus superintendent or the superintendent of schools for a school bus stop ahead or a school bus turnaround sign, the engineer or designated maintenance staff will review the location for the adequacy of available sight distance according to the MUTCD. The determination of adequate sight distance will be based on whether or not sight distance in advance of the location in question exceeds the values shown in Table 2C-4, Guidelines for Advance Placement of Warning Signs, for the Condition A column of the table. The speed will based upon the legal speed limit of the road, unless there are circumstances present that lead the engineer or maintenance staff to believe that the speed is significantly higher or lower than posted. If the location has less than optimum sight distance, the county will install a sign at the appropriate distance ahead of the school bus stop or turnaround. The county will provide the post, labor and equipment to erect the sign at no cost to the school. Signs no longer needed will be removed upon request of the school

district and stored in the sign shed for the future use of the district. Each school district will be reminded annually to review the need for these signs.

If the location has adequate sight distance for the speed limit of the road, the engineer will recommend to the school official making the request that a sign not be placed. If the school insists that a sign be placed at the location against the recommendation of the engineer, the school will be responsible for all cost associated with the installation including sign, post, labor, and equipment costs.

Children at Play and Related Signs: Children at play, horses on the highway, and other similar warning signs requested by county residents will be installed by the county sign crew when warranted. Upon receipt of a request from a county resident for a sign in this classification, the engineer or designated maintenance staff will review the location for the adequacy of available sight distance according to the MUTCD. The determination of adequate sight distance will be based on whether or not sight distance in advance of the location in question exceeds the values shown in Table 2C-4, Guidelines for Advance Placement of Warning Signs, for Condition A column of the table. The speed will based upon the legal speed limit of the road, unless there are circumstances present that lead the engineer or maintenance staff to believe that the speed is significantly higher or lower than posted. If the location has less than optimum sight distance, the county will install a sign at the appropriate distance ahead of the condition for which the sign is requested. Where signs exceed the minimum requirements of the Condition A distance, signs shall not be installed.

The county will provide the post, labor and equipment to erect the sign. The cost of the sign, post, and labor, including equipment expense, shall be paid by the resident or other party making the request for the sign. The county will install the sign at its staff's earliest convenience.

Signs may not be installed on county right of ways by private property owners. All sign installations will be done by county crews. Signs installed by others will be removed.

Farm Machinery and Trucks Entering Highway signs: Farm machinery, truck entering highway, and other similar warning signs requested by county residents will be installed by the county sign crew when warranted. Upon receipt of a request from a county resident for a sign in this classification, the engineer or designated maintenance staff will review the location for the adequacy of available sight distance according to the MUTCD. The determination of adequate sight distance will be based on whether or not sight distance in advance of the location in question exceeds the values shown in Table 2C-4, Guidelines for Advance Placement of Warning Signs, for the High Judgment Conditions column of the table. Where signs exceed the minimum requirements of the High Judgment Condition distance, signs shall not be installed.

When signs are installed, the cost of the sign and post shall be paid by the resident or other party making the request for the sign. The county will provide the equipment and labor to install the sign at no cost to the party making the request. The county will install the sign at its earliest convenience. If the resident so requests, an advisory speed plate may also be installed with the warning sign. The appropriate advisory speed will be established based on a survey of the location by engineering staff and a determination of stopping sight distance by the county engineer.

Signs may not be installed on county right of ways by private property owners. All sign installations will be done by county crews. Signs installed by others will be removed.

Historic Markers, Park Signs, and other Recreational/Cultural Interest Signs: When requested by IDOT, county or state conservation and park employees or organizations, or the

Woodbury County Historical Society, the County Secondary Road department will install signs of this type on county rights of way. The sponsoring organization will provide funding for purchase and continuing maintenance of signs. The sponsoring organization will also pay for posts and hardware needed to install the signs. The secondary road department will provide equipment and labor for installing the signs, unless a written agreement or other instrument approved and signed by the Board of Supervisors related to such signs provides differently.

If the signs become faded, damaged, lose their reflectivity or are otherwise in poor condition, the secondary road department will contact the sign sponsor and see if they want to replace or repair the sign. If the sponsoring agency is no longer interested in maintaining the sign, the secondary road department will remove the sign at no cost to the sponsoring organization.

APPROVED:

_____

Chair, Woodbury County Board of Supervisors

_____

Mark J. Nahra, Woodbury County Engineer

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F

#12f

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

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

SUBJECT: **Review of Secondary Road Departmental policies for Road Upgrade Requests and Vehicle Use Policy**

ACTION REQUIRED:

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

Consider Approval

WORDING FOR AGENDA ITEM: Initial review of County Secondary Road Department Policies for Road Upgrade Requests and Departmental Vehicle Use

EXECUTIVE SUMMARY: The attached policies are for board review. The attached policies are presented as enforced at this time. This is an opportunity for the new board for review, discuss, modify (if needed) and renew approval. This review is part of an effort to review and publish all county policies. The review of these two policies is the continuation of this effort by the secondary road department and the Board of Supervisors.

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

FINANCIAL IMPACT: These policies direct expenditures within existing approved budget.

RECOMMENDATION: None at this time. Will return for approval at a later date after review by board members.

ACTION REQUIRED: None at this time.

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

PPM #3, 2013
Rev.

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT POLICY AND PROCEDURE MEMORANDUM

SUBJECT: Road Improvements for Residential and Commercial Development

Background:

Woodbury County has widely varying terrain within its borders. While constructed to the design standard at the time of their improvement, many county roads were built to a lower design speed and geometry than required by current road design standards. Due to vertical and horizontal alignments that do not meet stopping sight distance requirements for the statutory or established speed limit on many county roads, locations for driveways meeting minimum sight distance requirements may be difficult to find along some property frontages. Due to platting or property boundaries, a safe field or driveway access may not be available at a convenient location for a property owner.

Policy:

Following an unsuccessful field or driveway access application, a landowner may request that the county engineer conduct a survey to see whether the road could be regraded to allow an entrance to be sited. Upon receiving a request, the county engineer will schedule a survey at the convenience of the Secondary Road Department and will review the survey to determine whether the road can be regraded to allow the construction of a field entrance or driveway at the desired location. The county engineer will design road improvements to meet current design standards to an alignment and grade that provide stopping sight distance that meets or exceeds the statutory or established speed limit for the road. The county engineer will prepare a cost estimate for the work and provide it to the requesting landowner.

The landowner will be responsible for 100% of the cost of the road improvement as determined by the county engineer. If the landowner finds the estimate acceptable, the county engineer will prepare a construction agreement for signature by the landowner. The county engineer will also sign the agreement and bring it to the Board of Supervisors for approval. Full payment for the road improvement will be required upon completion of the work unless prior arrangements are made with the county engineer and approved by the Board of Supervisors.

The county engineer will be the final judge of the feasibility of making road improvements in these cases and a driveway and road improvement request may not be approved if it is cost prohibitive or cannot be safely constructed and located.

This policy has been reviewed and approved by the Woodbury County Board of Supervisors on this 17th day of September 17, 2013.

APPROVED:

_____

Chairman-Woodbury County Board of Supervisors

_____

Mark J. Nahra, Woodbury County Engineer

WOODBURY COUNTY SECONDARY ROAD DEPARTMENT
POLICY AND PROCEDURE MEMORANDUM

SUBJECT: Travel in County owned vehicles

All county owned departmental vehicles will remain in the County Office Parking Lot or Buildings, District Shed Properties, or Maintainer Sheds or Lots overnight with the following exceptions.

1) Vehicles used by the County Engineer and District Foreman. The County Engineer and Maintenance Foreman are "on call" employees and are required by their jobs to have vehicles at their residences when they are not on leave status. Said use of the county vehicles by the Engineer and Foreman shall be in compliance with the Woodbury County Policy for Use of Assigned County Vehicles as attached to this memorandum, and in some cases this is a taxable employee benefit.

2) Vehicles used by staff for approved travel to single day or overnight meetings when said travel requires the employee to either leave for the meeting or return home from the meeting after normal working hours and use of the vehicle receives prior approval of the County Engineer.

3) Other vehicles may be taken home whenever the Engineer deems it necessary to do so to efficiently perform county work.

Employees taking vehicles home will comply with all county regulations governing vehicle use and may be subject to taxation for a non cash fringe benefit.

Employees are normally required to carry their lunch to minimize the use of County vehicles to get lunch or snacks during the work day. Employees may make restroom stops as needed, but other personal use of county vehicles is prohibited and may subject the employee to disciplinary action.

Extra trips to and from the county yard and outbuildings for materials will be avoided if at all possible. Employees should plan their work for the day so that needed materials are taken out to the worksite when employees leave in the morning.

APPROVED:

_____

Chairman-Woodbury County Board of Supervisors

_____

Mark J. Nahra, Woodbury County Engineer

Attachments:

County wide vehicle use policy

#13

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 5-27-15

Weekly Agenda Date: 6-2-15

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Gary Brown

SUBJECT: Opening of Bids for Climbing hill window Replacement

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: opening of Bids for climbing hill window Replacements.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015.

#14

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: __May 27, 2015_____

Weekly Agenda Date: _June 2, 2015__

DEPARTMENT HEAD / CITIZEN: _____Supervisor Jeremy Taylor_____

SUBJECT: **A Vision for Rural Woodbury County and Meetings in the County**

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Vision for Rural Woodbury County and discussion about Rural Meetings such as in Moville, Sloan, Correctionville, and other rural areas

EXECUTIVE SUMMARY: The statement below reflects citizen input that rural Woodbury County should be a place that people can live together with confidence that their freedoms and property are secure as they express hope for a bright and confidence that that people are capable and best qualified to determine how to use their property in a manner that well serves them today and their heirs tomorrow.

BACKGROUND: See the vision below from gathering information out in rural Woodbury County and discuss follow-up concerning visiting and listening posts out in rural areas.

FINANCIAL IMPACT: None

RECOMMENDATION: Recognition of the truths below and discussion of meeting out in rural areas.

ACTION REQUIRED: None

Where, sharing a strong sense of community, good people live freely without fear or want; Where all people and businesses prosper, rooted in a diverse agriculturally-based economy; Where stewardship of natural resources is a matter of individual and community pride and ownership; Where government exists to serve people and to protect the public health, safety and welfare.

#15

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

SUBJECT: Scheduling first County Board meeting of 2015 in a rural community

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Discussion and action on scheduling the first Woodbury County Board joint-meeting of 2015 in a rural area with a city council

EXECUTIVE SUMMARY: In contrast to most Iowa counties, Woodbury's county seat in Sioux City is not geographically located near the center. This presents County Supervisors with the unique challenge and opportunity to increase accessibility to rural residents by periodically relocating our Board meetings in collaboration with rural city governments. This also betters transparency and accountability when county government is committed to traveling to ideal locations where rural residents can see county business conducted in their town.

BACKGROUND: At our January 13th, 2015 Board meeting, the Board voted 5-0 "to authorize chairperson to proceed to set up joint meetings with the cities of Woodbury County." Less than a week later, Moville Mayor Jim Fisher notified all County Supervisors that Moville would "very much enjoy being your first meeting site." Due to budget meetings through March, the county was unable to schedule rural meetings, but now that we are past that stage, it is a perfect time to make good on that commitment. Per conversations with Mayor Fisher, the Moville City Council is willing to undertake a joint-meeting at Moville City Hall on **Wednesday, June 24th**, and further to allow the County Board to conduct their meeting at 4:30pm to accommodate the county's normal time. The City Council's normal meeting would take place after our adjournment.

FINANCIAL IMPACT: N/A

RECOMMENDATION. The Board should accommodate the Moville City Council's normal meeting day of Wednesday. The Board should conduct its normal business at this meeting, and endeavor to schedule more agenda items of rural interest and for public comment. Given the lead-time of three weeks, the coordinating governments will have time to plan and notify constituents, and to arrange for or transport our recording equipment to ensure the Board's meeting recordings may continue to be posted to YouTube for full transparency.

ACTION REQUIRED / PROPOSED MOTION: "I move the Board reschedule its June 23rd (4:30pm) meeting of the Woodbury County Board of Supervisors to June 24th (4:30pm) at Moville City Hall, in conjunction with the Moville City Council meeting afterwards, and to authorize the chairperson to coordinate details with Moville."

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

#16a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

DEPARTMENT HEAD / CITIZEN: Board of Supervisors as Drainage District Trustees.

SUBJECT: **Consideration of Approval of the FY 2016 Property Tax Levies on Drainage Districts**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of FY 2016 Drainage District Levies

EXECUTIVE SUMMARY: The county board of supervisors is charged with setting annual property tax levies for continuing maintenance and to outstanding warrants accrued by drainage districts for which the Board serves as trustee.

BACKGROUND: The Woodbury Board of Supervisors annually sets levies for drainage districts under its jurisdiction.

FINANCIAL IMPACT: Annual tax levy approval for drainage districts for which the Board of Supervisors serve as trustees.

RECOMMENDATION: Recommend approval of the FY 2016 drainage district property tax levies.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the FY 2016 drainage district property tax levies.

DRAINAGE.TAX

FY 2015/16

RECOMMENDED DRAINAGE ASSESSMENTS FOR DRAINAGE DISTRICTS UNDER THE DIRECT CONTROL OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, AS TRUSTEES

Treasurer's Balance - Outstanding Warrants = Auditor's Balance

Drainage District	Year Built	Original Cost	County Treasurer's Balance March 31, 2015	Outstanding Warrants** March 31, 2015	County Auditor's Balance March 31, 2015	7/1/15 to 6/30/16 Other Est. Expenditures	FY 2015-16 Recommended Levy
1. Anthon Central	1925	$ 4,943.00	$ 25.98	$ ---.	$ 25.98	$ -.	$ 0.00
2. Bennett-McDonald	1963	1,320.00	10,601.12	---.	10,601.12	-.	1,000.00
3. Hackley Lateral	1908	7,157.00	294.79	---.	294.79	-.	0.00
4. Maple River	1920	44,249.00	31.97	48.92	(16.95)	-.	50.00
5. Orton Slough	1919	16,109.00	383.72	24,704.01	(24,320.29)	-.	60,500.00
6. Smithland	1916	12,473.00	19,331.23	---.	19,331.23	-.	1,000.00
7. Smokey Hollow	1924	1,048.00	3,243.99	---.	3,243.99	-.	0.00
8. Upper Wolf Creek	1915	19,631.00	15,905.22	---.	15,905.22	-.	51,000.00
9. Weber Creek	1931	9,599.00	3,927.38	---.	3,927.38	-.	500.00
10. Wolf Creek	1908	34,418.00	15,111.96	---.	15,111.96	-.	4,000.00
11. Wolf Creek Pump	1985	21,262.45	320.20	50.00	270.20	0.00	0.00 *
Sub-Dist 2			66.54	0.00	66.54	0.00	0.00
Sub-Dist 3			1,128.67	1,056.37	72.30	0.00	0.00
12. Bennett McDonald Smithland Special			30,000.00	98,000.00	30,000.00		34,000.00

*(Hearing not required.) Section 468.126,1c, Code of Iowa 2004, states in part: "If the estimated cost of a repair exceeds fifteen thousand dollars, or seventy-five percent of the original total cost of the district and subsequent improvements, whichever is the greater amount, the board shall set a date for a hearing on the matter of making the proposed repairs, ---."

**Balance verification

Dated this day of June, 2015

Dennis D. Butler – Supervisor's Office

Mark J. Nahra - County Engineer

RESOLUTION NO. _____

ANTHON CENTRAL DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Anthon Central Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Anthon Central Drainage District, that a special tax and/or assessment in the sum of **$ 0.00** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

BENNETT-MCDONALD DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Bennett-McDonald Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Bennett-McDonald Drainage District, that a special tax and/or assessment in the sum of **$ 1,000** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

HACKLEY LATERAL DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Hackley Lateral Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Hackley Lateral Drainage District, that a special tax and/or assessment in the sum of **$ 0.00** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

MAPLE RIVER DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Maple River Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Maple River Drainage District, that a special tax and/or assessment in the sum of **$ 50.00** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

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_____

RESOLUTION NO. _____

ORTON SLOUGH DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Orton Slough Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Orton Slough Drainage District, that a special tax and/or assessment in the sum of **$ 60,500** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

SMITHLAND DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Smithland Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies, and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Smithland Drainage District, that a special tax and/or assessment in the sum of **$ 1,000** be levied against all the tracts of land, lots, railroad companies, and public highways within said Drainage District and same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

SMOKEY HOLLOW DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Smoky Hollow Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Smoky Hollow Drainage District, that a special tax and/or assessment in the sum of **$ 0.00** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____day of_____June__, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY:_____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

UPPER WOLF CREEK DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Upper Wolf Creek Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Upper Wolf Creek Drainage District, that a special tax and/or assessment in the sum of **$ 51,000** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June , 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

WEBER CREEK DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Weber Creek Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Weber Creek Drainage District, that a special tax and/or assessment in the sum of **$ 500** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____

Patrick F. Gill, County Auditor

_____

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_____

RESOLUTION NO. _____

WOLF CREEK DRAINAGE DISTRICT

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Wolf Creek Drainage District of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies and public highways within the boundaries of the said Drainage District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Wolf Creek Drainage District, that a special tax and/or assessment in the sum of **$ 4,000** be levied against all the tracts of land, lots, railroad companies and public highways within said Drainage District, same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____
Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

WOLF CREEK PUMPING DISTRICT #2

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Wolf Creek Pumping District #2 of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies, and public highways within the boundaries of the said Pumping District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Wolf Creek Pumping District #2, that a special tax and/or assessment in the sum of **$ 0.00** be levied against all the tracts of land, lots, railroad companies, and public highways within said Pumping District and same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY:_____
Chairman

_____

Patrick F. Gill, County Auditor

_____

_____

_____

RESOLUTION NO. _____

WOLF CREEK PUMPING DISTRICT #3

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Wolf Creek Pumping District #3 of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies, and public highways within the boundaries of the said Pumping District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Wolf Creek Pumping District #3, that a special tax and/or assessment in the sum of **$ 0.00** be levied against all the tracts of land, lots, railroad companies, and public highways within said Pumping District and same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____
Patrick F. Gill, County Auditor

_____

_____

_____

_____

RESOLUTION NO. _____

BENNETT-MCDONALD SMITHLAND SPECIAL

RESOLUTION LEVYING SPECIAL ASSESSMENT AND CERTIFICATE TO THE COUNTY AUDITOR OF WOODBURY COUNTY, IOWA

WHEREAS, the Woodbury County Board of Supervisors is the governing body of the Bennett-McDonald Smithland Special of Woodbury County, Iowa; and

WHEREAS, said Board, as Trustees, has determined that it is necessary to levy a special tax and/or assessment on all tracts of land, lots, railroad companies, and public highways within the boundaries of the said Pumping District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors as the governing body of the Bennett-McDonald Smithland Special, that a special tax and/or assessment in the sum of **$ 34,000.00** be levied against all the tracts of land, lots, railroad companies, and public highways within said Pumping District and same to be in the same ratio and upon the same classification as heretofore established, adopted and confirmed.

BE IT FURTHER RESOLVED that the said levy and/or assessment be and the same is hereby certified to the Woodbury County Auditor who is hereby directed to effect said levy and/or assessment against all of the said lands, etc., in the same ratio and upon the same classification as heretofore adopted, established and confirmed and enter same upon the tax list of Woodbury County for collection with the first half of the current year real estate taxes.

DATED this _____ day of June, 2015.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY: _____
Chairman

_____
Patrick F. Gill, County Auditor

_____

_____

_____

#16b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: May 28, 2015

Weekly Agenda Date: June 2, 2015

DEPARTMENT HEAD / CITIZEN: Board of Supervisors as Drainage District Trustees.

SUBJECT: **Discussion of Orton Slough Ditch**

ACTION REQUIRED:

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

Consideration X

WORDING FOR AGENDA ITEM: Discussion of Orton Slough Ditch improvement Project change of scope

EXECUTIVE SUMMARY: The county board of supervisors has hired I and S Group of Storm Lake, Iowa to prepare plans to make improvements to the existing Orton Slough drainage facilities. The project for improvement was divided into two parts. The first part, now under contract, was for repairs to the Orton Slough drainage tile line. The second part was for cleanout of the ditch between the Orton Slough main intake structure and the drainage structure under the Union Pacific Railroad right of way.

The drainage engineer for the district has recommended a change in the scope of the ditch cleanout project. The ditch, which was improved at district expense in 1986, has never been granted as an easement to the drainage district by the private property owners through whom the ditch runs. To insure that repairs to the ditch can be maintained and to assure that the district has the right of entry to maintain the ditch, the drainage engineer recommends that district purchase an easement to the land upon which the ditch runs.

BACKGROUND: The Woodbury Board of Supervisors serves as trustee for the Orton Slough Drainage District.

FINANCIAL IMPACT: Costs for acquisition of easements, engineering expenses, and drainage improvements is levied against the district.

RECOMMENDATION: Recommend approval of the revised project scope and proposed engineering fees..

ACTION REQUIRED/MOTION PROPOSED: Motion to approve revised scope for the Orton Slough drainage ditch project.

Mark:

We would like to discuss by phone with you first to get your input in regard to the District acquiring ROW for this open ditch. We would then suggest the procedures to be followed under drainage law be layout to the Board by you first. If they are supportive, we would suggest the Board appoint us as Engineer to proceed with the scope below based on estimate of cost (not to exceed without prior approval). Please note, we have not included any construction staking or observation assuming your staff would be providing. We could also provide on T&M if you preferred.

Design with plans and specs - $1,500 LS

Design Admin - $500 LS (Landowner contacts for tree clearing and burial)

Right-of-way acquisition - $1,500 to $2,500 (T&M for plat preparation, report and hearing)

Do you have time tomorrow to discuss; time?

Ivan Droessler PE
Principal, Senior Civil Engineer
Civil Engineering Group

1725 North Lake Avenue
Storm Lake, IA 50588
P: 712.732.7745
C: 712.299.1487

ivan.droessler@is-grp.com

www.is-grp.com

Architecture
Engineering
Environmental
Planning

I+S GROUP

From: Mark Nahra [mnahra@sioux-city.org]
Sent: Tuesday, May 26, 2015 2:36 PM
To: Ivan Droessler
Subject: Re: FW: Orton Slough DD April 2015 invoice

Ivan:

Sorry it has taken me some time to review your proposal. I will plan to share it with the Board of Supervisors next week. Do you have a more formal proposal I can use, or should I share the text of your email with them?

Mark

Mark J. Nahra, P.E.
Woodbury County Engineer
759 E. Frontage Road

Mark:

Below is a summary of the right-of-way sections:

Right-of-Way Easement Acquisition 468.24, 468.25 and 468.26 - A permanent ingress and egress easement is obtained. Landowners maintain ownership.

a. Permanent Easement (following establishment) - 468.27.

b. Establishment of ROW of Record - 468.126(8).

Following is this the sections referred to above. This is probably more than you may want, but we have highlighted the procedure portions of each section.

468.22 Establishment - further investigation.

If the board shall find that such petition complies with the requirements of law in form and substance, and that such improvement would be conducive to the public health, convenience, welfare, benefit, or utility, and that the cost thereof is not excessive, and no claim shall have been filed for damages, it may locate and establish the said district in accordance with the recommendation of the engineer and the report and plans on file; or it may refuse to establish the proposed district if it deem best, or it may direct the engineer or another one employed for that purpose to make further examinations, surveys, plats, profiles, and reports for the modification of said plans, or for new plans in accordance with sections 468.11 and 468.12 and continue further hearing to a fixed date. All parties over whom the board then has jurisdiction shall take notice of such further hearing; but any new parties rendered necessary by any modification or change of plans shall be served with notice as for the original establishment of a district. The county auditor shall appoint three appraisers as provided for in section 468.24 to assess the value of the right-of-way required for open ditches or other improvements.

468.24 Appraisers.

If the board shall find that such improvement will materially benefit said lands, will be conducive to the public health, convenience, welfare, benefit, or utility, and that the law has been complied with as to form and substance of the petition, the service of notice, and the survey and report of the engineer, and that said improvement should be made, then if any claims for damages shall have been filed, further proceedings shall be continued to an adjourned, regular, or special session, the date of which shall be fixed at the time of adjournment, and of which all interested parties shall take notice, and the auditor shall appoint three appraisers to assess damages, one of whom shall be an engineer, and two freeholders of the county who shall not be interested in nor related to any person interested in the proposed improvement, and the said appraisers shall take and subscribe an oath to examine the said premises, ascertain and impartially assess all damages according to their best judgment, skill, and ability.

468.25 Assessment - report - adjournment - other appraisers.

The appraisers appointed to assess damages shall view the premises and determine and fix the amount of damages to which each claimant is entitled, and shall place a separate valuation upon the acreage of each owner taken for right-of-way for open ditches or for settling basins, as shown by plat of engineer, and shall, at least five days before the date fixed by the board to hear and determine the same, file with the county auditor reports in writing, showing the amount of damage sustained by each claimant. Should the report not be filed in time, or should any good cause for delay exist, the board may postpone the time of final action on the subject, and, if necessary, the auditor may appoint other appraisers.

468.27 Dismissal or establishment - permanent easement.

The board shall at the meeting, or at an adjourned session of the meeting, consider the costs of construction of the improvement as shown by the reports of the engineer and the amount of damages and compensation awarded to all claimants, and if, in its opinion, the costs of construction and amount of damages awarded create a greater burden than should justly be borne by the lands benefited by the improvement, it shall then dismiss the petition and assess the costs and expenses to the petitioners and their sureties, but if it finds that the cost and expense is not a greater burden than should be justly borne by the land benefited by the improvement, it shall finally and permanently locate and establish the district and improvement.

Following its establishment, the drainage district is deemed to have acquired by permanent easement all right-of-way for drainage district ditches, tile lines, settling basins and other improvements, unless they are acquired by fee simple, in the dimensions shown on the survey and report made in compliance with sections 468.11 and 468.12 or as shown on the permanent survey, plat, and profile, if one is made. Upon the establishment of the district, the petitioners shall file with the county auditor the survey and report or permanent survey, plat, and profile, as set forth in sections 468.172 and 468.173. This filing constitutes constructive notice to all persons of the rights conferred by this section. The permanent easement includes the right of ingress and egress across adjoining land and the right of access for maintenance, repair, improvement, and inspection. The owner or lessee shall be reimbursed for any crop damages incurred in the maintenance, repair, improvement, and inspection except within the right-of-way of the drainage district.

468.26 Award by board.

At the time fixed for hearing and after the filing of the report of the appraisers, the board shall examine said report, and may hear evidence thereon, both for and against each claim for damages and compensation, and shall determine the amount of damages and compensation due each claimant, and may affirm, increase, or diminish the amount awarded by the appraisers.

468.126 Repairs and improvements.

8. If the drainage records on file in the auditor's office for a particular district do not define specifically the land taken for right-of-way for drainage purposes, the board may at any time upon its own motion employ a land surveyor to make a survey and report of the district and to actually define the right-of-way taken for drainage purposes. After the land surveyor has filed the survey and report with the board,

the board shall fix a date for hearing on the report and shall serve notice of the hearing upon all landowners and lienholder of record and occupants of the lands traversed by the right-of-way in the manner and for the time required for service of original notices in the district court. At the hearing the board shall specifically define the land taken for the right-of-way. Once established, the right-of-way constitutes a permanent easement in favor of the drainage district for drainage purposes including the right of ingress and egress across adjoining land and the right of access for maintenance, repair, improvement and inspection. A person aggrieved by the action or failure to act of the board under this subsection may appeal only in compliance with sections 468.83 through 468.98.

Ivan Droessler PE

Principal, Senior Civil Engineer

Civil Engineering Group

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1725 North Lake Avenue

Storm Lake, IA 50588

P: 712.732.7745

C: 712.299.1487

ivan.droessler@is-grp.com

Connections
Area Agency on Aging

"The Connection to Resources for Older Iowans"

www.connectionsaag.org info@connectionsaag.org www.lifelonglinks.org

MAY 26 2015 AM11:02

Woodbury County Board of Supervisors
Courthouse Rm 104
620 Douglas Street
Sioux City, Iowa 51101

May 22, 2015

Dear Supervisors;

Connections Area Agency on Aging would like to extend a ***sincere thank you*** for the appropriation of funds to the Meals on Wheels program. The Meals on Wheels program allows home bound seniors the ability to remain independent and healthy in their own homes.

Woodbury County's continued support of the Meals on Wheels program is truly appreciated, as we continue to make every effort to provide needed services to our seniors.

Sincerely;

Vicky Lohry

Vicky Lohry
Healthy Living Assistant Director
Connections Area Agency on Aging

Council Bluffs
300 W. Broadway, Suite 240
Council Bluffs, IA 51503
712.328.2540
800.432.9209

Sioux City
2301 Pierce Street
Sioux City, IA 51104
712.279.6900
800.432.9209

Creston
109 N. Elm
Creston, IA 50801
641.782.4040
800.432.9209

Woodbury County Conservation Board

4500 Sioux River Road Sioux City, IA 51109-1657

Phone: 712/258-0838
Fax: 712/258-1261

Board Members:
Cindy Bennett
Suzan Boden
Don Dixon
Mark Taylor, D.O.
Christine Zellmer-Zant

Rick D. Schneider, Director
Mark Peterson, Deputy Director
Dawn Snyder, Education Director

Thursday, June 4, 2015

MONTHLY MEETING AGENDA – 5:00 P.M.

Southwood Conservation Area Shop
3399 330th Street, Smithland, IA 51056

- **Call to order / roll call** – quorum / open meeting compliance
- **Public comment / input** – this is an opportunity for the public to address any subject pertaining to Conservation Board business.

CONSENT AGENDA

C1. Approve minutes of the May 6, 2015 monthly meeting.

C2. Approve May 2015 claims and expenditures.

C3. Receive and place on file the May 2015 financial / budget report.

C4. Acceptance of Gifts/Donations:
1. Lola Balstad – Monetary donation ($50) for birdseed
2. Gene and Ginger Martin – Monetary donation ($500) for Red-tailed hawk adoption
3. Battle Creek Ida Grove 1st Grade – Monetary donation for turtle adoption
4. Leeds Beyond the Bell – Monetary donation ($400)
5. Helen Harvey – Donation of raptor equipment

REGULAR AGENDA

R1. Approve consent agenda. (Conservation Board)

R2. FY 15 Equipment Purchase Update. (Peterson)

R3. Approval of FY 16 Wages/Salaries for Full Time and Regular Part Time conservation department employees. (Conservation Board)

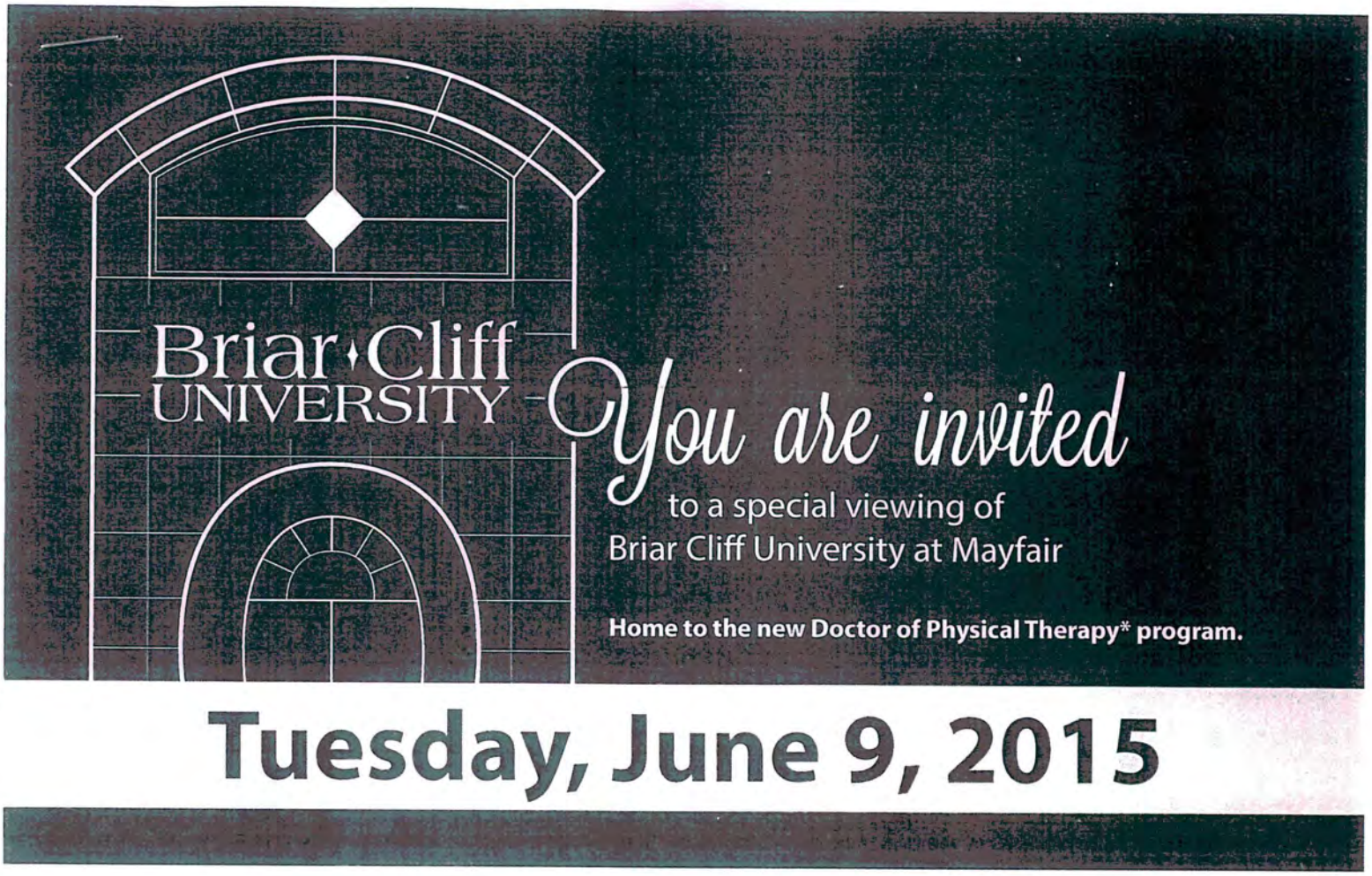
R4. Capital Improvement Projects Update (Schneider)
1. Stub Gray Shooting Range – Consideration of Lifetime permits
2. Brown's Lake manager's residence
3. Southwood cabin development

R5. Board member / staff reports – Board members and staff may report on meetings or activities that they have been involved with. (Board and staff)
1. Nature Center activities (Snyder)
2. Park activities (Peterson)
3. Administrative items (Schneider)
    a. Land acquisition updates – Grant applications submitted
    b. Camping Coupon Books – Reorder
    c. 2015 IACCB Annual Conference – Linn County
    d. Position posting for Office Administrative Assistant/Secretary
    e. Fund transfers needed for FY 15

R6. Adjournment

CALENDAR OF EVENTS:

1. July Conservation Board meeting, July 2, 2015 – Little Sioux Park



Tuesday, June 9, 2015

Briar Cliff

3303 Rebecca Street
Sioux City, Iowa 51104

briarcliff.edu

NON-PROFIT ORG.
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SIOUX CITY, IA

to a special viewing of Briar Cliff University at Mayfair

Briar Cliff University at Mayfair will be an extension of the main Briar Cliff campus. This second location, nestled in the Southern Hills area of Sioux City, gives the University room to expand degree programs and space to accomodate its new Doctor of Physical Therapy* program.

Join us for an unveiling of this new space. Plus, hear more about BCU's newest doctorate program.

Tuesday, June 9, 2015 • 5 - 7 p.m.
Presentation & Chamber Ribbon Cutting: 5:30 p.m.

Briar Cliff University at Mayfair
4280 Sergeant Road, Suite 100 • Sioux City, Iowa

Enjoy refreshments, get a tour
and meet our physical therapy students and faculty.

T1 P1 000103 ********AUTO**5-DIGIT 51101
WOODBURY COUNTY BOARD OF SUPERVISORS
MR. MARK MONSON
620 DOUGLAS ST RM 104
SIOUX CITY IA 51101-1248

Effective April 29, 2015, the Doctor of Physical Therapy program at Briar Cliff University has been granted Candidate for Accreditation status by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax Street, Alexandria, VA, 22314; phone: 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates that the program is progressing toward accreditation and may matriculate students in technical/professional courses. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.

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.

May, 2015

May 18, 2015		**19**
May 19, 2015	**19**	**18**
May 20, 2015	**18**	**18**
May 21, 2015	**19**	**19**
May 22, 2015	**19**	**18**
May 23, 2015	**18**	**18**
May 24, 2015	**18**	**18**
May 25, 2015	**18**	

The Center averaged 18.4 residents per day during the 6:00 a.m. head count and 18.3 residents per day during the 6:00 p.m. check for a weekly average of 18.4 residents per day during the above week.

Of the eighteen residents detained on May 25, 2015, seven or thirty nine percent were identified gang members. Of the seven, three or forty three percent were identified as hard core members.

We were detaining four juvenile from the BIA and three juveniles from Dakota County.

Mark Olsen
Director
WCJDC
May 25, 2015

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

DATE	Day	DAILY TOTAL	LEC	ELECTRONIC MONITORING	PRAIRIE HILLS	FEDERAL PRISONERS
5/16/15	Saturday	215	183	19	13	21
5/17/15	Sunday	215	181	19	15	21
5/18/15	Monday	218	182	19	17	21
5/19/15	Tuesday	206	172	16	18	18
5/20/15	Wednesday	207	171	17	19	19
5/21/15	Thursday	225	191	16	18	20
5/22/15	Friday	221	192	15	14	20
		1507	1272	121	114	140

24 HOUR DAILY COUNT

DATE	TOTAL	MALE	FEMALE
5/16/15	235	188	47
5/17/15	231	195	36
5/18/15	254	211	43
5/19/15	242	199	43
5/20/15	220	183	37
5/21/15	242	202	40
5/22/15	246	201	45
	1670	1379	291

*Highest population count each day

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

DATE	Day	DAILY TOTAL	LEC	ELECTRONIC MONITORING	PRAIRIE HILLS	FEDERAL PRISONERS
5/23/15	Saturday	227	199	15	13	21
5/24/15	Sunday	229	204	15	10	21
5/25/15	Monday	225	199	15	11	21
5/26/15	Tuesday	239	212	15	12	21
5/27/15	Wednesday	226	201	14	11	22
5/28/15	Thursday	228	202	14	12	21
5/29/15	Friday	228	200	15	13	18
		1602	1417	103	82	145

24 HOUR DAILY COUNT

DATE	TOTAL	MALE	FEMALE
5/23/15	251	205	46
5/24/15	248	213	35
5/25/15	250	207	43
5/26/15	250	201	49
5/27/15	251	202	49
5/28/15	244	201	43
5/29/15	256	211	45
	1750	1440	310

*Highest population count each day