# NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
## ( OCTOBER 27, 2015) (WEEK 44 OF 2015)

Agenda and Minutes also available at
www.woodburycountyiowa.gov


| 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@woodburycountyiowa.gov | mark@mudflap.com | jasmith@woodburycountyiowa.gov | jtaylor@woodburycountyiowa.gov | matthewung@woodburycountyiowa.gov |


You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 27, 2015 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

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

---

## AGENDA

**4:30 p.m.**

1. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
2. Citizen Concern — Information
3. Approval of the agenda October 27, 2015 — Action
4. Approval of the minutes of the October 20, 2015 meeting — Action
5. Discussion and approval of claims
6. Human Resources – Ed Gilliland
   a. Approval of Memorandum of Personnel Transactions — Action
   b. Floating Christmas Holiday, Discussion and Action — Action
   c. Approval of settlement agreement with Jennifer Fuentes — Action
7. Secondary Roads – Mark Nahra
   a. Consideration of permits for work within the Highway Right of Way for Douglas Washburn to relocate driveway — Action
   b. Consideration of permit for installation of underground electric lines within the Highway Right of Way for MidAmerican Energy on Delaware Avenue — Action
   c. Consideration of permit for installation of underground electric overhead electric lines within the Highway Right of Way for MidAmerican Energy on Wayside Avenue — Action
   d. Receive and consider bids for Weed Commissioner truck — Action

8. Social Services – Theresa Jochum
   Authorization for Chairman to sign Letter of Discontinuation of Woodbury County Targeted Case Management Program and Chapter 24 Accreditation — Action

9. Board of Supervisors – Jeremy Taylor
   a. Siouxland District Health CIP item — Action
   b. Property Tax Relief Resolution — Action
   c. Committee Meeting Discussing Rural Economic Development — Information

10. Board of Supervisors – Jackie Smith
    Discussion and direction on Envision 2050 CIP projects and TIF use policy — Information

11. Reports on committee meetings — Information

12. Citizen's Concerns — Information

13. Board Concerns and Comments — Information

**ADJOURNMENT**

*Subject to Additions/Deletions*

# CALENDAR OF EVENTS

| | | |
|---|---|---|
| **MONDAY, OCTOBER 26** | **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, OCTOBER 27** | **1:30 p.m.** | Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars |
| **MONDAY, NOVEMBER 2** | **5:00 p.m.** | Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park |
| | **6:00 p.m.** | Board of Adjustment meeting, Board of Supervisors' Chambers |
| **TUESDAY, NOVEMBER 3** | **4:45 p.m.** | Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave. |
| **WEDNESDAY, NOVEMBER 4** | **12:00 noon** | District Board of Health Meeting, 1014 Nebraska St. |
| **THURSDAY, NOVEMBER 5** | **5:00 p.m.** | Conservation Board Meeting, Dorothy Pecaut Nature Center Stone Park |
| **WEDNESDAY, NOVEMBER 11** | **8:05 a.m.** | Woodbury County Information Communication Commission, Board of Supervisors' Chambers |
| | **6:30 p.m.** | 911 Service Board Meeting, Public Safety Center, Climbing Hill |
| | **8:00 p.m.** | County's Mayor Association Meeting, Public Safety Center, Climbing Hill |
| **THURSDAY, NOVEMBER 12** | **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, NOVEMBER 17** | **4:30 p.m.** | Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue |
| **WEDNESDAY, NOVEMBER 18** | **10:00 a.m.** | Senior Center Board of Directors Meeting, 313 Cook Street |
| | **12:00 noon** | Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa |
| **THURSDAY, NOVEMBER 19** | **11:00 a.m.** | Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa |

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

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

**OCTOBER 20, 2015 — FORTYTHIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, October 20, 2015 at 4:00 p.m. Board members present were Clausen, Monson, Ung, Taylor and Smith. Staff members present were Karen James, Board Administrative Coordinator, Dennis Butler, Finance/Operations Controller, Ed Gilliland, Human Resources Director, Gloria Mollet, Assistant Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

1. Motion by Clausen second by Ung to go into closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

   Motion by Clausen second by Taylor to go out of closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

2. Motion by Ung second by Taylor to go into closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

   Motion by Taylor second by Ung to go out of closed session per Iowa Code Section 21.5(1)(c). Carried 5-0 on roll-call vote.

   Motion by Taylor second by Clausen to authorize counsel to settle litigation according to the terms discussed in executive session. Carried 5-0.

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

4. Citizen Concern.

5. Motion by Taylor second by Ung to approve the Agenda for October 20, 2015 and to change an action item regarding the Prairie Hills closure and LEC expansion to an information item. Carried 5-0. Copy filed.

6. Motion by Taylor second by Ung to approve the minutes of the October 13, 2015 Board meeting. Carried 5-0. Copy filed.

7. Motion by Ung second by Taylor to approve the claims totaling $2,726,778.86. Carried 5-0. Copy filed.

8a. Motion by Taylor second by Clausen to approve the separation of Tawnya Anson, Case Manager, Social Services, Dept., effective 10-23-15. Resignation.; the separation of Kayse, Fields, Case Manager, Social Services Dept., effective 11-06-15. Resignation.; the separation of Cheryl Oldenkamp, Case Manager, Social Services Dept., effective 11-06-15. Resignation.; the separation of Brandy Menard, Case Manager, Social Services Dept., effective 11-06-15. Resignation.; the separation of Earlina Huffman, Case Manager, Social Services Dept., effective 10-30-15. Resignation.; and the reclassification of Forrest Johnston, District Foreman, Secondary Roads Dept., effective 11-01-15, $64,498/year, 2%=$1,330/yr. Per Wage Plan Matrix, from Step 4 to Step 5. Carried 5-0. Copy filed.

8b. Motion by Taylor second by Ung to receive a Public Employee Relations Board (PERB) ruling regarding courthouse security personnel. Carried 5-0. Copy filed.

9a. Motion by Taylor second by Ung to add on additional trainer to True Speak at the cost of $3,000 from gaming revenues. Carried 3-2; Clausen and Smith opposed. Copy filed.

9b. There was a discussion on a property tax relief resolution. Copy filed.

10. Motion by Smith second by Taylor to approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #178905, 2810 W. 14th St., Sioux City. Carried 5-0.

**RESOLUTION #12,284**
**NOTICE OF PROPERTY SALE**

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

**Lot Four Garden View Addition, City of Sioux City and Woodbury County, Iowa**
**(2810 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 **3rd Day of November, 2015 at 4:35 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 **3rd Day of November, 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 $130.00** 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 20th Day of October, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

11a. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution for the Final Platting of Water Dog Addition (a minor subdivision), GIS parcel #874811300010. Carried 5-0.

**RESOLUTION ACCEPTING AND APPROVING THE PLAT OF WATER DOG ADDITION, A MINOR SUBDIVISION TO WOODBURY COUNTY, IOWA**
**BOARD OF SUPERVISORS**
**RESOLUTION #12,285**

Whereas, the owners and proprietors did on the 7th of October, 2015, file with the Woodbury County Zoning Commission a certain plat designated as Water Dog Addition, a Minor Subdivision, Woodbury County, Iowa : and
Whereas, it appears that said plat conforms with all of the provisions of the Code of the State of Iowa and Ordinances of Woodbury County, Iowa, with reference to the filing of same; and

Whereas the Zoning Commission of Woodbury County, Iowa has recommended the acceptance and approval of said plat; and

Whereas the County Engineer of Woodbury County, Iowa has recommended the acceptance and approval of said plat.

Now therefore, be, and it is hereby resolved by the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, that the Plat of Water Dog Addition, a Minor Subdivision, Woodbury County, Iowa be and the same is hereby accepted and approved, and the Chairman and Secretary of the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, are hereby directed to furnish to the owner and proprietor a certified copy of this resolution as required by law.

Passed and Approved This 20th Day of October
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

11b. Motion by Taylor second by Smith to receive for consideration the final platting for ZM Addition – a minor subdivision and to refer to the Zoning Commission for public hearing and recommendation. Carried 5-0. Copy filed.

12a. Motion by Clausen second by Ung to approve a project agreement with the City of Salix for project STP-CO97(127)—5E-97 for repaving county route K25, or Poplar Street, from I-29 interchange to Old Hwy 75. Carried 5-0. Copy filed.

12b. Motion by Smith second by Ung to approve a project agreement with the Iowa Department of Transportation for project STP-CO97(127)—5E-97 for repaving county route K25, of Poplar Street from I-29 interchange to Old Hwy 75. Carried 5-0. Copy filed.

12c. Motion by Clausen second by Ung to approve a permit for installation of underground electric lines within the Highway Right of Way for MidAmerican Energy on 225th St. Carried 5-0. Copy filed.

13a. The Board held a discussion on a Siouxland District Health remodeling project. Copy filed.

13b. The Board held a discussion regarding a study of closing the Prairie Hills facility and expanding the Law Enforcement Center for jail space. Copy filed.

14. Reports on committee meetings.

15. Citizen Concerns.

16. Board concerns and comments

The Board adjourned the regular meeting until October 27, 2015.

Meeting sign in sheet. Copy filed.

#6a

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

Date: 10-22-15

Weekly Agenda Date: 10-27-15

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

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE: October 27, 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 |
|---|---|---|---|---|---|---|---|
| Edmundson, Rachael | County Attorney | 11-9-15 | Asst. County Attorney | $73,751/year | 8%=$5,454/ year | R | Per AFSCME Asst. County Attorney Contract agreement, from Step 6 to Step 7. |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

**APPROVED BY BOARD DATE:** _____

**GLORIA MOLLET, ASST. HR DIRECTOR:** Gloria Mollet

# WOODBURY COUNTY

# HUMAN RESOURCES DEPARTMENT

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

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

**SUBJECT:** Memorandum of Personnel Transactions

**DATE:** October 27, 2015

For the October 27, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1) Asst. County Attorney, from Step 6 to Step 7.

Thank you

#6b

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

Date: 10-22-15

Weekly Agenda Date: 10-27-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Identification of Floating Christmas Holiday for Wage Plan Employees

**ACTION REQUIRED:**

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

**WORDING FOR AGENDA ITEM:** Floating Christmas Holiday, Discussion and Action.

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ACTION REQUIRED/PROPOSED MOTION:** Motion to Approve the Floating Christmas Holiday as December 24, 2015.

*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, Human Resources Assistant Director
gmollet

RE: Floating Christmas Holiday

DATE: October 27, 2015

The AFSCME contract(s) covering employees primarily in the Court House have established the floating Christmas holiday as December 24, 2015. Employees covered by the Wage Plan also have a floating Christmas holiday to be established each year by the Board of Supervisors.

Identification of the floating Christmas holiday for Wage Plan employees requires Board action on an annual basis.

Does the Board wish to make the Wage Plan floating Christmas holiday Thursday, December 24, 2015?

Please advise.

#6c

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQU**

Date: 10-22-15

Weekly Agenda Date: 10-27-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Approval of Settlement

**ACTION REQUIRED:**

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

**WORDING FOR AGENDA ITEM:** Approval of settlement agreement with Jennifer Fuentes

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ACTION REQUIRED/PROPOSED MOTION:**

*Approved by Board of Supervisors March 3, 2015.*

#7a

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

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

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

**ACTION REQUIRED:**

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

**Consideration X**

**WORDING FOR AGENDA ITEM:** Consideration of permits for work within the Highway Right of Way for Douglas Washburn to relocate driveway.

**EXECUTIVE SUMMARY:** Permittee requested a permit to work in the right of way of K-67 location marker 3178 to move existing driveway forty feet north to improve truck access onto property. Size of driveway is not to exceed 40' wide.

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

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Recommend approval of application.

**ACTION REQUIRED/PROPOSED MOTION:** Motion to approve permit to work in the Highway Right of Way for Douglas Washburn.

*Approved by Board of Supervisors March 3, 2015.*

# Woodbury County Secondary Roads Department

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

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

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

SECRETARY
Tish Brice
tbrice@sioux-city.org


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

Name of Permittee: Douglas E. Washburn Phone No.: 712-251-2096

Mailing Address: 3146 Hancock Ave. Hornick Iowa 51026

Township: Willow Section: 24

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

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

We are requesting permission to move driveway off K-67 (Hancock Ave) at location marker 3178 north forty feet, to better access truck traffic to existing lane into our property. 40' max top width at fence line. MJN

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

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

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

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

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

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

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

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

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

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

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

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

_____

_____

L. Woodbury County agrees to provide the following contribution toward completion of this project:

_____

_____

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the _____ day of _____, 2015

Entered into this 16th day of October, 2015.

Douglas E. Washburn

Signature of Property Owner or Authorized Representative

Mark J. Nahra

Woodbury County Engineer

_____

Chair, Woodbury County Board of Supervisors

#76

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQU**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

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

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

**ACTION REQUIRED:**

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

**Consideration X**

**WORDING FOR AGENDA ITEM:** Consideration of permit for installation of underground electric lines within the Highway Right of Way for MidAmerican Energy on Delaware Avenue.

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

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

**FINANCIAL IMPACT:** None

**RECOMMENDATION**: Recommend approval of application.

**ACTION REQUIRED/PROPOSED MOTION**: Motion to approve permit to work in Highway Right of Way to place underground utilities for MidAmerican Energy.

*Approved by Board of Supervisors March 3, 2015.*

Woodbury County Permit No._____

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

**REQUEST BY APPLICANT:**

Name Doyle Smith

Address 1759 Delaware Ave., Lawton IA 51030

Highway ~~K00~~ K42

Township Floyd

City of _____

Office Phone_____ Local Phone_____

Type of Utility Installation Buried Electric

Plans Prepared By Mid American Energy

Map Showing Location Enclosed X Yes_____No

Section: ¼ of ¼ Sec

T 88 N, R W

Copy Enclosed_____Yes X No

Utility Location is X cross right-of-way _____ parallel to right-of-way

_____ overhead _____ underground

**Proposed Method of Installation**

| | | |
|---|---|---|
| _____ tunnel | _____ suspend on poles | _____ cased |
| X jack & bore | _____ suspend on towers | _____ trench |
| _____ open cut | _____ plow | |

Estimated Starting Date 10/26/2015 Estimated Restoration Date 12/31/2015

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

By _____ Title _____

(Signature of Authorized Utility Representative)

Date _____

**PERMIT APPROVAL BY PERMITTING AUTHORITY**

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

By _____ Title _____

(Signature of Woodbury County Board Chairman)

Date _____

By _____ Title _____

(Signature of Woodbury County Engineer)

Date _____

Other Special Provisions:

**Permit Provisions and Conditions of Issuance**

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

Approved 1/19/99

2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.

3. Operations in the construction and maintenance of said facilities shall be carried on in such a way as to not interfere with, or interrupt traffic on said roads. However, should the performance of work called for in this permit in any way interfere with or obstruct traffic on said roads, the Applicant shall provide the necessary flagmen as required by the Statutes when one-way traffic is involved and/or otherwise mark said work so as to protect the traveling public.

4. The Applicant shall hold the County and the Board of Supervisors harmless from any damages that may result to said highway because of the construction or maintenance of said facilities and shall reimburse the County or the Board of Supervisors for any expenditures that the County or the Board of Supervisors may have to make on said roads on account of replacement of surfacing gravel and bridge and culvert repairs.

5. Applicant shall lay, construct, operate and maintain said facilities so as not to interfere with natural drainage of the road and so as not to interfere with the construction or maintenance of said roads. When buried cable or wire lines are to be placed lengthwise with the roadway, they shall be placed in the County road shoulder or ditch near the toe of the fore-slope and parallel to centerline of roadbed at a depth of three (3) to four (4) feet by using specially designed plows or by trenching, whichever is appropriate. Plow slots and trenches shall be repacked as necessary to restore the disturbed area to its original condition. For buried line crossings of roadways not paved, an open trench may be dug and the lines placed therein, and the trench back-filled over the lines. Buried line crossings on paved roadways, lines may be placed through the sub-grade by jacking, or by boring a hole just large enough to take the lines; or if the County Engineer approves, a tunnel may be dug through and the cable or wire lines placed therein. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6" or less in depth. Back-filling of trenches within the right-of-way by not under the traveled roadway shall be tamped sufficiently to avoid settlement. When crossing an existing roadway, all buried facilities shall be placed a minimum of three (3) to four (4) below the bottom of the existing adjacent ditches. Overhead lines, where practical, shall be placed adjacent to and with two (2) feet of the Road/Highway Right-of-Way Line.

6. The Applicant will at any time subsequent to placing the facilities, and at the Applicant's expense, relay, replace, alter, change, reconstruct, or relocate its overhead and/or buried facilities and appurtenances thereto as may become necessary to conform to new grades, alignment, or widening right-of-way, resulting from maintenance or construction operations by the County Board of Supervisors irrespective of whether or not additional right-of-way is acquired in connection with such road improvements. The Applicant agrees to do this within ninety (90) days written notice from the Board of Supervisors, and without cost to the County. If the Applicant is unable to comply within said ninety (90) days, the Board of Supervisors may cause the work to be done and the Applicant will pay the cost thereof upon receipt of statement.

7. All work shall be done in a workmanlike manner; the surrounding ground, slopes, and ditch bottoms shall be reshaped to conform to the area and left in a neat condition satisfactory to the County Engineer. All areas where sod has been damaged or destroyed shall be re-seeded.

8. The Applicant shall notify the County Board of Supervisors at least forty-eight (48) hours in advance of the Applicant's intention of starting work covered by this permit on the road right-of-way. Said notice shall be in writing to the County Engineer.

9. Applicant, its' successors, grantees and assigns shall and hereby agrees to assume all responsibility, risks and liabilities for all accidents and damages that may occur to persons and/or property on account of the work done under this permit, and to this end, indemnify and hold the County and all authorized representatives thereof harmless from any and all claims, damages, losses, and expense including judgements, costs and including attorney's fees, for personal injuries (including death) or property damage arising or resulting from the activities of the Applicant in connection herewith, now and at all times in the future.

10. It is understood that this permit is issued only insofar as Woodbury County has jurisdiction and does not presume to release the Applicant from fulfilling any existing statutes relating to the installation, construction and operation of said facilities.

11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.

12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

#7c

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

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

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

**ACTION REQUIRED:**

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

**Consideration X**

**WORDING FOR AGENDA ITEM:** Consideration of permit for installation of underground & overhead electric lines within the Highway Right of Way for MidAmerican Energy on Wayside Avenue.

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

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

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Recommend approval of application.

**ACTION REQUIRED/PROPOSED MOTION:** Motion to approve permit to work in Highway Right of Way to place underground and overhead utilities for MidAmerican Energy.

*Approved by Board of Supervisors March 3, 2015.*

Woodbury County Permit No._____

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

**REQUEST BY APPLICANT:**

Name Brian Sewell - MidAmerican Energy

Address 637 S 22nd St. Fort Dodge, IA. 50501

Highway Wayside Avenue

Township Rock Township

City of _____

Office Phone 515-574-5042 Local Phone 515-269-5321 Section: 01 ¼ of NW¼ Sec NW

Type of Utility Installation UG 5' from back of ROW T 88 N, R 42W

Plans Prepared By Brian Sewell Copy Enclosed ✓ Yes _____ No

Map Showing Location Enclosed ✓ Yes _____ No

Utility Location is _____ cross right-of-way ✓ parallel to right-of-way

✓ overhead ✓ underground

Proposed Method of Installation

_____ tunnel _____ suspend on poles _____ cased

✓ jack & bore _____ suspend on towers _____ trench

_____ open cut _____ plow

Estimated Starting Date 11/1/2015 Estimated Restoration Date 12/15/2015

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

By Brian Sewell Title Distribution Engineer

(Signature of Authorized Utility Representative)

Date 10/16/2015

**PERMIT APPROVAL BY PERMITTING AUTHORITY**

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

By _____ Title _____

(Signature of Woodbury County Board Chairman)

Date _____

By _____ Title _____

(Signature of Woodbury County Engineer)

Date _____

Other Special Provisions:

**Permit Provisions and Conditions of Issuance**

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

Approved 1/19/99

2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.

3. Operations in the construction and maintenance of said facilities shall be carried on in such a way as to not interfere with, or interrupt traffic on said roads. However, should the performance of work called for in this permit in any way interfere with or obstruct traffic on said roads, the Applicant shall provide the necessary flagmen as required by the Statutes when one-way traffic is involved and/or otherwise mark said work so as to protect the traveling public.

4. The Applicant shall hold the County and the Board of Supervisors harmless from any damages that may result to said highway because of the construction or maintenance of said facilities and shall reimburse the County or the Board of Supervisors for any expenditures that the County or the Board of Supervisors may have to make on said roads on account of replacement of surfacing gravel and bridge and culvert repairs.

5. Applicant shall lay, construct, operate and maintain said facilities so as not to interfere with natural drainage of the road and so as not to interfere with the construction or maintenance of said roads. When buried cable or wire lines are to be placed lengthwise with the roadway, they shall be placed in the County road shoulder or ditch near the toe of the fore-slope and parallel to centerline of roadbed at a depth of three (3) to four (4) feet by using specially designed plows or by trenching, whichever is appropriate. Plow slots and trenches shall be repacked as necessary to restore the disturbed area to its original condition. For buried line crossings of roadways not paved, an open trench may be dug and the lines placed therein, and the trench back-filled over the lines. Buried line crossings on paved roadways, lines may be placed through the sub-grade by jacking, or by boring a hole just large enough to take the lines; or if the County Engineer approves, a tunnel may be dug through and the cable or wire lines placed therein. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6" or less in depth. Back-filling of trenches within the right-of-way by not under the traveled roadway shall be tamped sufficiently to avoid settlement. When crossing an existing roadway, all buried facilities shall be placed a minimum of three (3) to four (4) below the bottom of the existing adjacent ditches. Overhead lines, where practical, shall be placed adjacent to and with two (2) feet of the Road/Highway Right-of-Way Line.

6. The Applicant will at any time subsequent to placing the facilities, and at the Applicant's expense, relay, replace, alter, change, reconstruct, or relocate its overhead and/or buried facilities and appurtenances thereto as may become necessary to conform to new grades, alignment, or widening right-of-way, resulting from maintenance or construction operations by the County Board of Supervisors irrespective of whether or not additional right-of-way is acquired in connection with such road improvements. The Applicant agrees to do this within ninety (90) days written notice from the Board of Supervisors, and without cost to the County. If the Applicant is unable to comply within said ninety (90) days, the Board of Supervisors may cause the work to be done and the Applicant will pay the cost thereof upon receipt of statement.

7. All work shall be done in a workmanlike manner; the surrounding ground, slopes, and ditch bottoms shall be reshaped to conform to the area and left in a neat condition satisfactory to the County Engineer. All areas where sod has been damaged or destroyed shall be re-seeded.

8. The Applicant shall notify the County Board of Supervisors at least forty-eight (48) hours in advance of the Applicant's intention of starting work covered by this permit on the road right-of-way. Said notice shall be in writing to the County Engineer.

9. Applicant, its' successors, grantees and assigns shall and hereby agrees to assume all responsibility, risks and liabilities for all accidents and damages that may occur to persons and/or property on account of the work done under this permit, and to this end, indemnify and hold the County and all authorized representatives thereof harmless from any and all claims, damages, losses, and expense including judgements, costs and including attorney's fees, for personal injuries (including death) or property damage arising or resulting from the activities of the Applicant in connection herewith, now and at all times in the future.

10. It is understood that this permit is issued only insofar as Woodbury County has jurisdiction and does not presume to release the Applicant from fulfilling any existing statutes relating to the installation, construction and operation of said facilities.

11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.

12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

#7d

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

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

SUBJECT: **Receive and Consideration of award of bids for Weed Commissioner truck.**

## ACTION REQUIRED:

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

**Consideration**

**WORDING FOR AGENDA ITEM**: Receive and consider bids for Weed Commissioner truck.

**EXECUTIVE SUMMARY:** New pick-up for use by Weed Commissioner.

**BACKGROUND**: Standard ½ ton pick-up truck to replace old truck.

**FINANCIAL IMPACT:** This vehicle cost is included in the secondary road department budget.

**RECOMMENDATION**: Recommend that we receive bids and allow engineer to review them and make an award recommendation.

**ACTION REQUIRED/MOTION PROPOSED**: Motion to receive the bids and direct the county engineer to evaluate the bids and return with a recommendation for award.

*Approved by Board of Supervisors March 3, 2015.*

#8

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 10/20/15

Weekly Agenda Date: 10/27/15

DEPARTMENT HEAD / CITIZEN: Theresa Jochum, Targeted Case Management Supervisor

SUBJECT: Discontinuation of Targeted Case Management Program

**ACTION REQUIRED**:

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

**WORDING FOR AGENDA ITEM**: Authorization for Chairman to sign Letter of Discontinuation of Woodbury County Targeted Case Management Program and Chapter 24 Accreditation.

**EXECUTIVE SUMMARY**:

**BACKGROUND**: The Woodbury County Targeted Case Management (TCM) Program started in 1998. We are required to follow Chapter 24 standards and go through an accreditation process every 3 years with the Department of Human Services. Our last accreditation was completed in April 2015 and we were approved for a 3 year accreditation. Due to Medicaid Modernization and MCO's taking over Medicaid services, including targeted case management, we have no other choice than to discontinue the Woodbury County TCM Program and Chapter 24 Accreditation as of December 31, 2015.

**FINANCIAL IMPACT:** There is no financial impact for the County. The Targeted Case Management Program is funded by State and Federal (Medicaid) funds only.

**RECOMMENDATION**: Authorization for Chairman to sign Letter of Discontinuation of Woodbury County Targeted Case Management Program and Chapter 24 Accreditation.

**ACTION REQUIRED**: Chairman's signature.

*Approved by Board of Supervisors March 3, 2015.*

# Woodbury County Board of Supervisors

**Courthouse • Room 104**
**620 Douglas Street • Sioux City, Iowa 51101**
Telephone (712) 279-6525 • Fax (712) 279-6577

MEMBERS

LARRY D. CLAUSEN
SIOUX CITY

MARK A. MONSON
SERGEANT BLUFF

JACLYN D. SMITH
SIOUX CITY

MATTHEW A. UNG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

October 27, 2015

Cheri Reisner
Program Planner III
DHS/MHDS/Accreditation
5th Floor Hoover State Office Building
1305 E. Walnut
Des Moines, IA 50319

Dear Cheri,

RE: Discontinuation of Targeted Case Management Program/Accreditation

Pursuant to our conversation on October 15, 2015 and the adverse impacts created by Medicaid Modernization, Woodbury County is compelled to discontinue the provision of Targeted Case Management through Chapter 24 Accreditation Standards.

Please accept this correspondence as official 30 day notice of discontinuation of services. It is our intent to remain open through December 31, 2015, however, should staffing patterns continue to be negatively impacted closure would be 30 days from the receipt of this letter.

Thank you for your assistance throughout the years.

Sincerely,

Mark Monson, Chairman
Woodbury County Board of Supervisors

Cc: Shane Walter, Sioux Rivers Region CEO
Donell Dainy, IME Cost Audit

#9a

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Siouxland District Health**

**ACTION REQUIRED**:

Approve Ordinance ☐ Approve Resolution ☐ Approve Motion ☒

Give Direction ☐ Other: Informational ☐ Attachments ☐

**WORDING FOR AGENDA ITEM**: Siouxland District Health CIP Item

**EXECUTIVE SUMMARY**: In order to strike a balance between a CIP item that was pushed back a fiscal year, the Board of Supervisors may recommend or endorse an approximate $266,000 being kept by the Siouxland District Board of Health over the 25% reserve level. Doing so would allow them to stay on the timeline for needed services and mean that we do not have to bond for the project.

**BACKGROUND**: The District Board of Health has a project that initially called for $300,000. The project grew to over $470,000, and the District Board of Health Director Kevin Grieme believed that there was enough in their Health Fund to keep the CIP request to the Board at the level of $300,000 in February.

I cautioned at both the District Board of Health and in reporting back during committee meetings that this project was tenuous for the following reasons: a pending MRHD application (which was denied in just the past two weeks) the Board of Supervisors was engaging a long-term Master Facility Plan study of all buildings between March and May; Supervisors had not toured and received an extensive scope of the project for this county facility (completed in September-October); the Board was going to go through a retooling of the CIP process with a better decision-making process. Kevin Grieme had reported that the Board of Health was included in the CIP because of a reversion of funds beyond 25%, and this had been initially approved in February 2015.

According to our Budget Analyst Dennis Butler, our current auditors have not changed the projection of $266,000 being left over and above the 25% "reserve" of Siouxland District Health. My understanding from Kevin Grieme about a 2010 Iowa Code provision mandating a reversion of funds above 20% is that our Board of Health is the only one grandfathered in to not having to comply with the requirement under the Iowa Code. My understanding from Dennis Butler, our Budget Analyst, is that the county recommendation of 22% has been exceeded to (and agreed upon) at 25% simply for the 3% regarded as necessary for Capital Improvement.

Endorsing or recommending the Siouxland District Board of Health keep the reversion of funds above a certain threshold this year—and this year only—will keep them on their timeline and possibly even allow for lower total project cost implementation. It also respects their place in being influx and will not have a detrimental impact on their service reconfiguration.

**FINANCIAL IMPACT:** Recommendation or endorsement of $266,000 is what the funding amount would be over 25%.

**RECOMMENDATION**: Approve motion

**ACTION REQUIRED**: I move that the Siouxland District Board of Health be given an endorsement to retain the funding amount over 25% reserve funding in order to move forward with their building CIP project.

#9b

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Property Tax Relief Resolution**

**ACTION REQUIRED**:

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

**WORDING FOR AGENDA ITEM**: Property Tax Relief Resolution

**EXECUTIVE SUMMARY**: Based on the 2050 Vision, the Board was told that dedicated property tax relief could realize a range of 30-60% of total revenues from CF Industries. It is important for transparency to clarify what this means and for the Board to consider in the future what impact this will have on taxpayers.

**BACKGROUND**: In a presentation that our Budget Analyst, Dennis Butler, gave with a document showing "50% of TIF Revenues," we have told the public that half of the monies may be dedicated to property tax relief. The reality is that TIF Revenues can be used 100% toward development because we do not release the increment to the other taxing bodies. However, when we use the term "property tax relief," we can only provide that for the County as a taxing body, e.g. 39-43.43%. This means that the reality of the model skews the property tax relief number down.

Per the previous recommendations, I have had Dennis Butler, our Budget Analyst, run numbers at 30%, 40%, 50%, and 60% of property tax relief. **I am recommending that the Board approve a resolution stating that 50% of CF Industries revenue be dedicated to property tax relief.**

"The county has made it clear from day one they want to see property tax relief and identify key infrastructure projects," [Terry] Lutz said, "working with all cities in the county to see if they can leverage their new ... revenues to grow the pie even greater." (***Sioux City Journal***, October 15, 2014)

Candidates on both sides of the aisle ran on platforms dedicating CF Industries Revenues to property tax relief. The Board Chair prior to 2015 made clear that some portion was to be used for property tax relief.

While the Board has not formally adopted a percentage plan for dedicating tax increment financing, there is no need to set a minimum or maximum for TIF: the Iowa Code mandates without project obligations that taxes be released to the respective taxing bodies, e.g. Woodbury County, Sergeant Bluff School, WIT, the County Assessor, Ag Extension, and Liberty Township.

In previous discussions, Board members have had three counter-positions, which I do not take as opposition but as thoughtful: 1) What is the effect of such a resolution or stated percentage if it cannot bind a future board? 2) What if there is a large economic development opportunity that requires a greater investment of revenue that would further grow the tax base? 3) How much property tax relief will make a difference?

Response to #1: The point is well-taken that no current Board can bind a future Board, but the resolution is dedicated to set a goal, which is the point of all policy. No policy or guideline has the effect of law currently upon ourselves but is rather "a course or principle...adopted by a government."

Response to #2: Therefore, if some large economic development project presented itself before the Board, the public would weigh whether the Board's commitment was outweighed by the opportunity to further grow the tax base and could very well understand. If they did not agree, they would inevitably hold the Board accountable.

Response to #3: Taxes tend to go up as matter of course on the federal, state, and local level. Only government sees "incremental increases" and believes that it can better spend money than its own public can. This will also complement this last year's dedicated budget process of lowering tax askings for the first time in 15 years. In other words, it is a rarity to actually lower the levy rate *and* tax askings and this effort can be supplemented so that there are more in our local family budgets than in the county budget. The bonus is that as this is new growth, this will not come with a reduction in needed services.

The real key is the restraint and moderation by which the county dedicate first and foremost how much will be given back to taxpayers. Given that the Vision 2050 plan calls for 30-60% dedicated to property tax relief, it is reasonable to set 50% as the guideline. This will also clearly communicate to various entities, e.g. rural communities, who approach the Board with potential TIF projects to realistically gauge the available funding. For example, we recently had a request of $8.2 million, which if this resolution was adopted, would mean that such a request would be 100% of all funding through FY 2025, which would not be reasonable for a single project request.

The attached and first document in the Board packet clearly details this. It should be noted that this is a stagnant model assuming no growth but one that is very valuable for the future in that it sets a baseline.

**FINANCIAL IMPACT:** See attached sheets

**RECOMMENDATION**: Approve the following resolution.

**ACTION REQUIRED**: Approve the following resolution.

***Resolution No._____***

***Woodbury County's Taxpayers First Resolution***

Whereas CF Industries is the state of Iowa's largest capital investment to date of over $2 billion and has acted as an invaluable partner for the growth of the County;

Whereas tax rates are high relative to surrounding Iowa counties and to Nebraska and South Dakota for reasons outside of the County's control and this has a direct impact on competitiveness, further economic development, and where people choose to live and do business;

Whereas at the time of the 2050 Vision plan formulation, McClure Engineering listed Woodbury County's tax rates as the second highest among Iowa counties within 100 miles;

Whereas as the cost of living increases, taxpayers deserve to know their county government will live within its means so that while receiving county revenue of approximately $56 million generated by CF Industries, meaningful property tax relief will be generated for families;

Whereas revenue from CF Industries is not generated until FY 2019 and the County already has four dedicated projects in the area using tax increment financing (CF Industries Entrance Rd; CF Industries On Site Road; AGP Road Port Neal Circle; and Dogwood Trail in Sergeant Bluff);

And whereas understanding this resolution cannot legally bind a future board, the current Board embraces this resolution as guiding policy and asks the electorate to hold public officials accountable for exercising the restraint that comes with limited government;

Now therefore be it resolved that the Board of Supervisors sets a guideline that in FY 2020 and beyond, 50% of all CF Industries revenue be dedicated to property tax relief and a statement be delivered annually to property taxpayers explaining publicly whether such money was dedicated to lowering the levy rate, offsetting mandated costs without increasing the levy, or dedicated to reserves.

Chairman of the Board _____ Date_____

Attested by Auditor_____ Date_____

#9c

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: October 22, 2015

Weekly Agenda Date: October 27, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jeremy Taylor

SUBJECT: Information from Committee Meeting Discussing Rural Economic Development

**ACTION REQUIRED**:

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

**WORDING FOR AGENDA ITEM**: Committee Meeting Discussing Rural Economic Development

**EXECUTIVE SUMMARY**:

**BACKGROUND**:

**FINANCIAL IMPACT:**

**RECOMMENDATION**:

**ACTION REQUIRED / PROPOSED MOTION**:

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

**October 20, 2015**

**Sergeant Bluff City Hall**

**"Rural Woodbury County Development Committee"**

**Attendees:**

Chairman Mark Monson, Board of Supervisors
Jeremy Taylor, Board of Supervisors
David Gleiser, Economic Development Director Woodbury County
Jon Winkel, Sergeant Bluff Mayor
Jim Fisher, Moville Mayor
Kent Baker, Record Editor
Wayne Dominowski, Sergeant Bluff Advocate Editor
Taylor Goodvin, Taxpayers' Research Conference

***Committee Introduction***

Mark Monson, Chairman of the Board of Supervisors, called the meeting to order. He set forth the purpose of the meeting, namely to discuss the future of funding for Local Option Sales Tax. Because of Iowa Code and a voter referendum, these monies are allocated 80% to secondary roads and 20% to economic development.

Supervisor Jeremy Taylor volunteered to keep minutes of the meeting, and a name for the group was to be determined at a future date. (Toward the end of the meeting, it was agreed upon to be named the Rural Woodbury County Development Committee.)

***Discussion of County Funds:***

Chairman Monson described the creation of an RFP resolution for long-term planning crafted by Economic Development Director David Gleiser.

Supervisor Jeremy Taylor discussed great versus realistic expectations in understanding that the Board takes in about $500,000 in Local Option Sales Tax and if the Board adopted a resolution prioritizing property tax relief, that not until 2019 does CF Industries revenue even reach $49,000. One request recently before the Board was for $8.2 million so that if apportioned among 14 communities, something in the $30-35,000 range annually from LOST funds would be more realistic and it must be understood that the County's $56 million from CF Industries gradually stair-steps in over 20 years so that the one $8.2 million request would have taken all TIF revenue until 2025 for one community.

***Comprehensive Plans***

Chairman Mark Monson discussed the fact that 10 towns had comprehensive plans paid for by the county in 1970 but few have current ones. Economic Development Director David Gleiser spoke about options ranging from main street revitalization to the RFP for long-term planning. Any metric in his estimation should be measured by a three-fold goal: growth to the tax-base, future job growth and retention, and the ability to expand utilities and infrastructure.

Moville Mayor Jim Fisher and Sergeant Bluff Mayor Jon Winkel discussed the differences between a comprehensive plan required by Code and a true, functional plan having both recently developed one in each mayor's respective community. Mayor Fisher discussed private business needs ranging from various businesses within his community.

Supervisor Jeremy Taylor discussed the importance of making sure that a long-term plan preceded requests from the county to ensure that the project truly represented a consensus of the community. Because a long-term plan involves stakeholder meetings, this would keep the county from the untenable position of contributing to a project that only benefitted one or a few against the objections of a majority of the community (especially critical in discussions of water/sewer infrastructure).

***Increased Dialogue from Mayors Representing All Parts of County***

Sergeant Bluff Mayor Jon Winkel discussed the synergistic effect of having a "once in a lifetime opportunity" with AGP, CF, Seaboard and Triumph foods along with the added valuation in his community. In his opinion, it was critical to talk to each rural mayor (perhaps the mayors collectively). This could dovetail with increased discussion of E911 and emergency services, which is a topic that has brought rural mayors together in the past. This has happened in Climbing Hill, but they need to have real input.

Moville Mayor Jim Fisher discussed wanting to feel that they are an integral part of this and that the communication from the County Board of Supervisors needs to not only increase but be felt out in those areas. Whether it is meeting minutes or notes of discussions, there is a various spectrum of feeling somewhat involved to feeling left out. Perhaps a meeting that was more centralized than driving from Smithland to Sioux City would be meritorious of further discussion.

The group had consensus that every town and community is different and that the committee needs to listen as much if not more instead of planning to far out without garnering as much input as possible.

Record Editor Kent Baker likewise echoed what seemed widespread sentiment—that mayors are key to being listened to as representatives of their community. He also made the point how vital and integral clerks are to their communities. Perhaps they could be brought in on the discussion at some point, and Economic Development Director David Gleiser mentioned that he has a quarterly lunch with all clerks.

***The Establishment of CDCs***

Mayor Jon Winkel and Economic Development Director David Gleiser spoke about the power of establishing community development corporations. These exist in Correctionville, Cushing, Oto, Moville, and Sergeant Bluff. Both concurred that the groups are really only as good as those who are sitting at the table but have been instrumental in the Correctionville grocery store and the Cushing library.

***Professional Services: Grant-Writing and Clerical Assistance***

Chairman Mark Monson spoke of discussions with Western Iowa Tech's Steve Warnstadt regarding training for clerks and assistance in further education related to local government functions.

Sergeant Bluff Mayor Jon Winkel and Economic Development Director David Gleiser discussed several groups who could assist not only in planning but also in leveraging other dollars, e.g. "Advance Iowa," "The Institute of Decision-Making," and the "Strategic Marketing Initiative," some of which come from the University of Iowa and the University of Northern Iowa.

***Possibilities of Local Option Sales Tax Uses***

Discussed in the meeting were the potential of paying membership dues to SIMPCO for counties, $100-120,000 for comprehensive plans paid for by the county, the development or startup of CDCs, grant-writing assistance to leverage more funds, an on-line marketing presence for communities, job recruitment of "cottage industry," training for clerks and staff, main street revitalization and nuisance abatement, and access to private capital through non-tax means (navigating SCDC loans and USDA grants through the RECs).

***Future Meetings***

Supervisor Jeremy Taylor and Economic Development Director David Gleiser will develop a survey to help poll the rural mayors at a gathering of the rural mayors with the Board of Supervisors. The goal would be to have the Board meet at that same time with the rural mayors and have a 30% presentation but 70% listening session. Perhaps the discussion of comprehensive plans, minutes of our meetings and initial discussions can take place; however, it seemed a key consensus was that the listening outweigh any presentation. This could include hearing "Needs" and "Wants" and listening to such wide-ranging topics as housing, family, and business needs.

November 15, a Sunday night, was suggested at a central location, e.g. The Fireside in Anthon. Having a meal and a discussion was thought to be a good idea, and we can explore if this is something that the county could fund in order to generate this important discussion.

The Taxpayers' Research Conference will have both Jim Johnson and Taylor Goodvin in future meetings, and Taylor Goodvin thought that this approach of garnering broad-based input seemed worthy of support.

The next meeting will be Tuesday, November 3, at 2:00 p.m. in Moville.

#10

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 10/22/2015

Weekly Agenda Date: 10/27/2015

DEPARTMENT HEAD / CITIZEN: Supervisor Smith

SUBJECT: 2050 Envision Plan

**ACTION REQUIRED:**

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

**WORDING FOR AGENDA ITEM:** Discussion and direction on Envision 2050 CIP projects and TIF use policy.

**EXECUTIVE SUMMARY.** I would hope the BOS would discuss this agenda item prior to acting on the resolution that aims to release 50% of TIF revenues. The BOS has received an Envision 2050 plan from McClure Engineering at a cost of approximately $54,500. The only portion of the proposed TIF policy that is being discussed and slated for action is the 50% release of TIF funds. Adopting the comprehensive TIF policy, such as outlined in the 2050 plan, would offer a balanced and comprehensive approach for future decision making in regards to intended use of the significant new tax revenues coming into the County. County Board is encouraged to weigh the impact and value of what is a relatively small reduction in property taxes if all or a portion of the LPURA revenues are allocated towards property tax relief versus the potential benefits from investing in new infrastructure projects that will help grow the tax base of the area and create new jobs.

**BACKGROUND:** A significant increase in TIF revenues is estimated to be a minimum of $130 million through 2038. The BOS has the authority and option of investing all or a portion of these revenues in capital infrastructure projects or all or some of these revenues to be used for property tax relief. BOS has a comprehensive Envision 2050 plan that has not been adopted. Only one CIP project (Dogwood Trail) has had Board Action. There has been no public discussion of the remaining projects and there is risk that no project will occur in the next several years if the BOS adopts the proposed 50% release Resolution.

**FINANCIAL IMPACT:**

**RECOMMENDATION:** Agenda item on 11/3/2015 to discuss and take action on a BOS retreat to review information from the Envision 2050 plan with goals of adopting a comprehensive TIF policy and identifying CIP projects.

**ACTION REQUIRED:**

*Approved by Board of Supervisors March 3, 2015.*

- 825 Main Street
- P.O. Box 625
- Moville, Ia. 51039


OCT 22 2015 PM4:0E

Following are the figures which are proposed by the Woodbury County Library Board of Trustees at the October 15, 2015 Woodbury County Library Board Public Budget meeting. These figures represent the budget for the Woodbury County Library's 2016-2017 fiscal year and will be finalized at the November 19, 2015 Budget Hearing Meeting.

| | | | |
|---|---|---|---|
| Fund | 1003 | Department Head | 35,450 |
| 261 | 1004 | Wage Plan Emp. P.T. | 35,900 |
| | 1010 | Wage Plan Emp. | 42,460 |
| Account | 1116 | FICA County Contribution | 8,706 |
| 464 | 1117 | IPERS County Contribution | 10,242 |
| | 1118 | Employee Hospitalization | 17,490 |
| | 1121 | Life Insurance | 90 |
| | 1123 | Dental | 1,100 |
| | 1126 | LTD Insurance | 200 |
| Dept. | 1220 | Temporary Non Tax | 0 |
| 6401 | 2501 | Gas and Oil | 1,800 |
| | 2601 | Office Supplies | 2,500 |
| | 2610 | Books and Magazines | 32,500 |
| | 4120 | Postage and Mailing | 900 |
| | 4130 | Mileage | 600 |
| | 4140 | Telephone Expense | 1,650 |
| | 4301 | Natural and LP Gas | 650 |
| | 4302 | Water and Garbage | 385 |
| | 4310 | Electric Light and Power | 8,100 |
| | 4410 | Building Maintenance | 250 |
| | 4420 | Equipment Maintenance | 250 |
| | 4440 | Motor Vehicle Equipment Expense | 2,000 |
| | 4501 | Building Rent | 12,360 |
| | 4620 | Bookmobile Insurance | 1,500 |
| | 6105 | Buildings (Cap. Improvement) | 0 |
| | 6350 | Motor Vehicle Purchase | 5,000 |
| | 6360 | Office Equipment & Furniture | 750 |
| | | | **222,833** |

Thank you for your service to the Woodbury County Library. We appreciate your continued assistance. Please call if you have questions (721-873-3322).

Sincerely,
Donna Chapman
Donna M. Chapman
Library Director

Cc: Karen James

Sioux Rivers
Regional Mental Health & Disabilities Services

# MEETING NOTICE

## SIOUX RIVERS REGIONAL MHDS GOVERNANCE BOARD

## TUESDAY, OCTOBER 27, 2015 AT 1:30 PM

## PLYMOUTH COUNTY COURTHOUSE ANNEX


Dennis Wright, Chair
pdwright@mtcnet.net

Jim Henrich, Co-Chair
jkhen@hickorytech.net

Mark Sybesma, Director
marks@siouxcounty.org

Mark Loutsch, Director
mrjlams@midlands.net

Mark Monson, Director
mark@mudflap.com

Matthew Ung, Director
matthewung@woodburycountyiowa.gov

Mike Wood, Director
mhasiouxland@aol.com

David Van Ningen, Director
dvanning@hopehaven.org

Shane Walter, CEO
shanew@siouxcounty.org

Julie Albright, Secretary
jalbright@woodburycountyiowa.gov


# AGENDA

1. Welcome and Introductions.
2. Review of 9/29/15 meeting minutes – **Action**.
3. Crisis Services/Division Street building update/Review and Approval of contract with Siouxland MHC–**Information/Action**.
4. Work Alternatives workgroup update – **Information**.
5. MCO's and Woodbury County Case Management update – **Information**.
6. Amend Policies & Procedures for Designation of Woodbury County DHS as Targeted Case Management provider – **Action.**
7. Update on Regional Attorney - **Information**.
8. Consideration and designation of Regional Fiscal Agent for CY16 – **Action**.
9. Amend Service Delivery Personnel Contract – **Action.**
10. FY17 Regional Mental Health Services Budget/Levy recommendations – **Information/Action**.
11. 28E Language update - **Information**.
12. CEO/Legislative update - **Information**.
13. Regional Mental Health expenditures: September, 2015 – **Information/Action**.
14. Fiscal Agent Report - Dennis Butler – **Information/Action**.

***Next meeting date/location/time: November 24, 2015 @ Plymouth Co. Courthouse Annex – 1:30 P.M.***

SALIX 2035

# Public Meeting to Plan Salix's Future

Establish the community vision for growth, development, and preservation

THE UNIVERSITY OF IOWA
IOWA INITIATIVE
FOR SUSTAINABLE COMMUNITIES

**November 5th at 6 PM**

**Salix Community Center**
**317 Tipton Street**
**Salix, IA 51052**

## Food And Drink Will Be Provided

As part of the comprehensive planning process, the City is holding a public meeting to determine the best land uses for Salix. This will feature an analysis of the strengths, weaknesses, opportunities, and threats to Salix. A survey will be conducted to gain further input from those living in and around the City.

IN RECOGNITION OF YOUR
SERVICE TO THE UNITED STATES

# KOREAN WAR VETERANS

## ARE CORDIALLY INVITED

PLEASE BRING A GUEST AND JOIN US FOR
DINNER TO SHOW OUR APPRECIATION
FOR YOUR SERVICE AND SACRIFICE

**WEDNESDAY, NOVEMBER 11, 2015**
**BEGINNING AT 5:30 P.M.**

HOSTED BY THE WOODBURY COUNTY
COMMISSION OF VETERAN AFFAIRS

**AMERICAN LEGION POST 662**
**901 TOPAZ DR**
**SERGEANT BLUFF, IA 51054**

KINDLY RSVP TO OUR OFFICE AT
712-279-6605 BEFORE OCTOBER 15, 2015

Thank you for your service.

**REFLECTIONS**
by Carla Rolfe
www.carlarolfe.com

## WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

| DATE | Day | DAILY TOTAL | LEC | ELECTRONIC MONITORING | PRAIRIE HILLS | FEDERAL PRISONERS |
|---|---|---|---|---|---|---|
| 10/17/15 | Saturday | 228 | 212 | 16 | 0 | 18 |
| 10/18/15 | Sunday | 252 | 236 | 16 | 0 | 18 |
| 10/19/15 | Monday | 234 | 218 | 16 | 0 | 18 |
| 10/20/15 | Tuesday | 221 | 207 | 14 | 0 | 17 |
| 10/21/15 | Wednesday | 225 | 209 | 16 | 0 | 18 |
| 10/22/15 | Thursday | 234 | 218 | 16 | 0 | 20 |
| 10/23/15 | Friday | 234 | 220 | 14 | 0 | 20 |
| | | 1628 | 1520 | 108 | 0 | 129 |

### 24 HOUR DAILY COUNT

| DATE | TOTAL | MALE | FEMALE |
|---|---|---|---|
| 10/17/15 | 259 | 203 | 56 |
| 10/18/15 | 266 | 217 | 49 |
| 10/19/15 | 271 | 219 | 52 |
| 10/20/15 | 249 | 195 | 54 |
| 10/21/15 | 240 | 192 | 48 |
| 10/22/15 | 248 | 197 | 51 |
| 10/23/15 | 256 | 206 | 50 |
| | 1789 | 1429 | 360 |

*Highest population count each day