NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(NOVEMBER 17, 2015) (WEEK 47 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 November 17, 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 November 17, 2015 — Action

4. Approval of the minutes of the November 10, 2015 meeting — Action

5. Discussion and approval of claims

6. Board of Supervisors – Jeremy Taylor
   Presentation of resolution thanking and commending Pastor Edgar Rodriguez for service to Woodbury County — Information

7. Human Resources – Ed Gilliland
   a. Approval of Memorandum of Personnel Transactions — Action
   b. Authorize Chairman to sign Authorization to Initiate Hiring Process — Action
   c. Approval of Resolution Thanking and Commending Alvis Wessling for Service to Woodbury County. — Action
   d. Work agreement between Woodbury County and Siouxland District Health Department for vending machine assessment, discussion and action — Action

8. Board Administration – Karen James
   a. Approval of resolution for a tax suspension for M. K. — Action
   b. Discussion and action to go forward with RFP for annual audit for Fiscal Years 2016, 2017, 2018, 2019, 2020 – Dennis Butler — Action
   c. Approval of Resolution for Notice of Property Sale Parcel #389580 — Action

9. County Auditor – Patrick Gill
   Consideration of a resolution designating certain county employees to Commute with county owned vehicles — Information

10. Secondary Roads – Mark Nahra
    Final review and approval of County Policy for Repair Requests for Drainage Districts — Action

11. Board of Supervisors – Jackie Smith
    Invest in The Siouxland Initiative — Information

12. Board of Supervisor – Matthew Ung
    Approval of a process to increase transparency in the creation of committees — Action

13. Board of Supervisor – Mark Monson
    Discussion of issues in Woodbury County Mental Health — Information

14. Reports on committee meetings — Information

15. Citizen's Concerns — Information

16. Board Concerns and Comments — Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, NOVEMBER 16	**6:00 p.m.**	Rural Economic Development Planning Meeting, Anthon Community Center, Anthon, 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
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
MONDAY, NOVEMBER 23	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	6:30 p.m.	Danbury Town Hall Meeting, Danbury, Iowa
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, Iowa.
TUESDAY, NOVEMBER 24	**2:00 p.m.**	Decat Board Meeting, Western Hills AEA, Room F
	1:30 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
TUESDAY, DECEMBER 1	**4:45 p.m.**	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, DECEMBER 2	**12:00 noon**	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, DECEMBER 3	**5:00 p.m.**	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone
MONDAY, DECEMBER 7	**6:00 p.m.**	Board of Adjustment meeting, Board of Supervisors' Chambers Park
WEDNESDAY, DECEMBER 9	**8:05 a.m.**	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
THURSDAY, DECEMBER 10	**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

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.

NOVEMBER 10, 2015 — FORTYSIXTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, November 10, 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. The meeting was called to order to canvass the Regular City Elections held in Woodbury County on November 3, 2015.

   Steve Hofmeyer, Deputy Commissioner of Elections, announced there was () after-election ballots and () provisional ballots which were accepted and added to the tally. Official Canvass results were as follows:

City of Anthon Council Member

Jerry Boggs	Received forty-one (41) votes
Allison Umbach	Received forty-three (43) votes
Candidate Total	**Eighty-four (84) votes**
SCATTERING	Two (2) votes
TOTAL	Eighty-six (86) votes

We therefore declare:

Jerry Boggs duly elected for the office of City of Anthon Council Member for the term of 4 years.
Allison Umbach duly elected for the office of City of Anthon Council Member for the term of 4 years.

City of Anthon Mayor

Allan Pithan	Received forty-five (45) votes
Candidate Total	**Forty-five (45) votes**
SCATTERING	One (1) votes
TOTAL	Forty-six (46) votes

We therefore declare:

Allan Pithan duly elected for the office of City of Anthon Mayor for the term of 4 years.

City of Correctionville Mayor

Nathan Heilman	Received fifty-four (54) votes
Candidate Total	**Fifty-four (54) votes**
SCATTERING	One (1) votes
TOTAL	Fifty-five (55) votes

We therefore declare:

Nathan Heilman duly elected for the office of City of Correctionville Mayor for the term of 2 years.

City of Correctionville Council Member

Brent Alan Lennon	Received thirty-five (35) votes
Adam Jay Petty	Received forty-seven (47) votes
Candidate Total	**Eighty-two (82) votes**
SCATTERING	Six (6) votes
TOTAL	Eighty-eight (88) votes

We therefore declare:

Brent Alan Lennon duly elected for the office of City of Correctionville Council Member for the term of 4 years.
Adam Jay Petty duly elected for the office of City of Correctionville Council Member for the term of 4 years.

City of Cushing Mayor

Donald D. Joy, Jr.	Received twenty-seven (27) votes
Len Lindquist	Received thirty-seven (37) votes
Candidate Total	**Sixty-four (64) votes**
SCATTERING	Zero (0) votes
TOTAL	Sixty-four (64) votes

We therefore declare:

Len Lindquist duly elected for the office of City of Cushing Mayor for the term of 2 years.

City of Cushing Council Member

James Porter	Received forty-nine (49) votes
Dustin Schlenger	Received forty-one (41) votes
Candidate Total	**Ninety (90) votes**
SCATTERING	Fifteen (15) votes
TOTAL	One hundred five (105) votes

We therefore declare:

James Porter duly elected for the office of City of Cushing Council Member for the term of 4 years.
Dustin Schlenger duly elected for the office of City of Cushing Council Member for the term of 4 years.

City of Danbury Council Member

Michael Buth	Received fifty (50) votes
Shari Simmons	Received fifty (50) votes
Candidate Total	**One hundred (100) votes**
SCATTERING	Fifty-eight (58) votes
TOTAL	One hundred fifty-eight (158) votes

We therefore declare:

Michael Buth duly elected for the office of City of Danbury Council Member for the term of 4 years.
Shari Simmons duly elected for the office of City of Danbury Council Member for the term of 4 years.

City of Hornick Mayor

Scott H Mitchell	Received twenty (20) votes
Candidate Total	**Twenty (20) votes**
SCATTERING	Twelve (12) votes
TOTAL	Thirty-two (32) votes

We therefore declare:

Scott H Mitchell duly elected for the office of City of Hornick Mayor for the term of 4 years.

City of Hornick Council Member

Jake M. Prichard	Received twenty-seven (27) votes
Candidate Total	**Twenty-seven (27) votes**
SCATTERING	Forty-one (41) votes
TOTAL	Sixty-eight (68) votes

We therefore declare:

Jake M. Prichard duly elected for the office of City of Hornick Council Member for the term of 4 years.

City of Hornick Council Member 2 Yr Vacancy

Dale Ronfeldt	Received thirty-seven (37) votes
Candidate Total	**Thirty-seven (37) votes**
SCATTERING	Zero (0) votes
TOTAL	Thirty-seven (37) votes

We therefore declare:

Dale Ronfeldt duly elected for the office of City of Hornick Council Member 2 Yr Vacancy for the term of 2 years.

City of Lawton Mayor

Rick Schorg	Received fifty-three (53) votes
Candidate Total	**Fifty-three (53) votes**
SCATTERING	Eleven (11) votes
TOTAL	Sixty-four (64) votes

We therefore declare:

Rick Schorg duly elected for the office of City of Lawton Mayor for the term of 2 years.

City of Lawton Council Member

Michael Frolkey	Received forty-four (44) votes
Matthew C. Otto	Received forty-nine (49) votes
Candidate Total	**Ninety-three (93) votes**
SCATTERING	Forty-nine (49) votes
TOTAL	One hundred forty-two (142) votes

We therefore declare:

Michael Frolkey duly elected for the office of City of Lawton Council Member for the term of 4 years.
Matthew C. Otto duly elected for the office of City of Lawton Council Member for the term of 4 years.

City of Lawton Council Member-Vacancy

Patrick Saunders	Received sixty-one (61) votes
Candidate Total	**Sixty-one (61) votes**
SCATTERING	Two (2) votes
TOTAL	Sixty-three (63) votes

We therefore declare:

Patrick Saunders duly elected for the office of City of Lawton Council Member-Vacancy for the term of 2 years.

City of Moville Mayor

James Fisher	Received sixty-eight (68) votes
Candidate Total	**Sixty-eight (68) votes**
SCATTERING	Nine (9) votes
TOTAL	Seventy-seven (77) votes

We therefore declare:

James Fisher duly elected for the office of City of Moville Mayor for the term of 2 years.

City of Moville Council Member

Nate Bauer	Received seventy-four (74) votes
Thomas E. Conolly	Received sixty-four (64) votes
Candidate Total	**One hundred thirty-eight (138) votes**
SCATTERING	Fifty (50) votes
TOTAL	One hundred eighty-eight (188) votes

We therefore declare:

Nate Bauer duly elected for the office of City of Moville Council Member for the term of 4 years.
Thomas E. Conolly duly elected for the office of City of Moville Council Member for the term of 4 years.

City of Oto Mayor

Kevin Lyle Rayevich	Received eighteen (18) votes
Candidate Total	**Eighteen (18) votes**
SCATTERING	Two (2) votes
TOTAL	Twenty (20) votes

We therefore declare:

Kevin Lyle Rayevich duly elected for the office of City of Oto Mayor for the term of 2 years.

City of Oto Council Member

Jennifer Weber	Received nine (9) votes
Candidate Total	**Nine (9) votes**
SCATTERING	Eighteen (18) votes
TOTAL	Twenty-seven (27) votes

We therefore declare:

Jennifer Weber duly elected for the office of City of Oto Council Member for the term of 2 years.

City of Pierson Mayor

Thomas E. Hardie	Received forty-eight (48) votes
Candidate Total	**Forty-eight (48) votes**
SCATTERING	Four (4) votes
TOTAL	Fifty-two (52) votes

We therefore declare:

Thomas E. Hardie duly elected for the office of City of Pierson Mayor for the term of 2 years.

City of Pierson Council Member

Fred Bouc	Received twenty-nine (29) votes
Joel McQueen	Received forty-five (45) votes
Krystal R. Kauffman Smith	Received forty-one (41) votes
Marvin "Keith" Swanson	Received thirty (30) votes
Candidate Total	**One hundred forty-five (145) votes**
SCATTERING	Eight (8) votes
TOTAL	One hundred fifty-three (153) votes

We therefore declare:

Joel McQueen duly elected for the office of City of Pierson Council Member for the term of 4 years.
Krystal R. Kauffman Smith duly elected for the office of City of Pierson Council Member for the term of 4 years.
Marvin "Keith" Swanson duly elected for the office of City of Pierson Council Member for the term of 4 years.

City of Salix Council Member

Jesse R. Duerksen	Received thirteen (13) votes
Steve Hubert	Received thirty-four (34) votes
Tim Skidmore	Received thirty-nine (39) votes
Candidate Total	**Eighty-six (86) votes**
SCATTERING	Zero (0) votes
TOTAL	Eighty-six (86) votes

We therefore declare:

Steve Hubert duly elected for the office of City of Salix Council Member for the term of 4 years.
Tim Skidmore duly elected for the office of City of Salix Council Member for the term of 4 years.

City of Sergeant Bluff Council Member

Nicole Cleveland	Received one hundred thirty (130) votes

James Linafelter	Received one hundred thirty-six (136) votes
Candidate Total	**Two hundred sixty-six (266) votes**
SCATTERING	Nine (9) votes
TOTAL	Two hundred seventy-five (275) votes

We therefore declare:

Nicole Cleveland duly elected for the office of City of Sergeant Bluff Council Member for the term of 4 years.
James Linafelter duly elected for the office of City of Sergeant Bluff Council Member for the term of 4 years.

City of Sioux City Mayor

Bob Scott	Received two thousand one hundred twenty-six (2126) votes
Candidate Total	**Two thousand one hundred twenty-six (2126) votes**
SCATTERING	One hundred eighty-two (182) votes
TOTAL	Two thousand three hundred eight (2308) votes

We therefore declare:

Bob Scott duly elected for the office of City of Sioux City Mayor for the term of 4 years.

City of Sioux City Council Member

Rhonda Capron	Received one thousand nine hundred twenty-four (1924) votes
Thomas Venesky	Received five hundred sixty-two (562) votes
Candidate Total	**Two thousand four hundred eighty-six (2486) votes**
SCATTERING	Twenty-two (22) votes
TOTAL	Two thousand five hundred eight (2508) votes

We therefore declare:

Rhonda Capron duly elected for the office of City of Sioux City Council Member for the term of 4 years.

City of Sloan Mayor

Judy Richardson	Received one hundred eighteen (118) votes
Charles M. Thorpe	Received one hundred seventy-three (173) votes
Candidate Total	**Two hundred ninety-one (291) votes**
SCATTERING	Zero (0) votes
TOTAL	Two hundred ninety-one (291) votes

We therefore declare:

Charles M. Thorpe duly elected for the office of City of Sloan Mayor for the term of 4 years.

City of Sloan Council Member

Scott E. Brekke	Received one hundred sixty-one (161) votes
Steve Crawford	Received one hundred eight (108) votes
Richard Pope	Received one hundred forty-six (146) votes
Jeff Redmond	Received two hundred six (206) votes
Sandra C. Thorpe	Received one hundred fifty-two (152) votes
Candidate Total	**Seven hundred seventy-three (773) votes**
SCATTERING	Eighteen (18) votes
TOTAL	Seven hundred ninety-one (791) votes

We therefore declare:

Scott E. Brekke duly elected for the office of City of Sloan Council Member for the term of 4 years.
Jeff Redmond duly elected for the office of City of Sloan Council Member for the term of 4 years.
Sandra C. Thorpe duly elected for the office of City of Sloan Council Member for the term of 4 years.

City of Smithland Mayor

Elizabeth Peterson	Received eleven (11) votes
Candidate Total	**Eleven (11) votes**
SCATTERING	One (1) votes
TOTAL	Twelve (12) votes

We therefore declare:

Elizabeth Peterson duly elected for the office of City of Smithland Mayor for the term of 2 years.

City of Smithland Council Member

Scott Blakely	Received eleven (11) votes
Dianne McTeer	Received nine (9) votes
Donald Sulsberger	Received ten (10) votes
Candidate Total	**Thirty (30) votes**
SCATTERING	Three (3) votes
TOTAL	Thirty-three (33) votes

We therefore declare:

Scott Blakely duly elected for the office of City of Smithland Council Member for the term of 4 years.
Dianne McTeer duly elected for the office of City of Smithland Council Member for the term of 4 years.
Donald Sulsberger duly elected for the office of City of Smithland Council Member for the term of 4 years.

City of Smithland Council Member-Vacancy

Angela Kamrath	Received nine (9) votes
Candidate Total	**Nine (9) votes**
SCATTERING	One (1) votes
TOTAL	Ten (10) votes

We therefore declare:
Angela Kamrath duly elected for the office of City of Smithland Council Member-Vacancy for the term of 2 years.

Motion by Smith second by Clausen to approve and receive the Official Canvass results. Carried 5-0. Copy filed.

The Board recessed.

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

3. Leroy McRoberts, 1483 210th St., John Goldsmith, Jr., 1478 210th St., and Brenda Waugh, 1459 210th St., addressed the Board about a zoning complaint. There was a consensus to allow a three month period to resolve the issue.

4. Motion by Taylor second by Ung to approve the Agenda for November 10, 2015. Carried 5-0. Copy filed.

5. Motion by Taylor second by Ung to approve the minutes of the November 3, 2015 Board meeting. Carried 5-0. Copy filed.

   Motion by Taylor second by Clausen to approve the minutes of the November 5, 2015 Special meeting. Carried 4-0; Ung abstained. Copy filed.

6. Motion by Taylor second by Clausen to approve the claims totaling $1,210,205.26. Carried 5-0. Copy filed.

7. Motion by Clausen second by Ung to change the Education category of board representation to Financial on the Community Action Agency of Siouxland Board of Directors. Carried 5-0. Copy filed.

8a. Motion by Smith second by Clausen to approve the transfer of Matthew Plummer, F/T Operations Officer, Emergency Services Dept., effective 11-11-15, $15.33/hour. Transfer from .75 Operations Officer to F/T Operations Officer.; and the separation of Leila McCoy, Case Manager, Social Services Dept., effective 11-13-15. Resignation. Carried 5-0. Copy filed.

8b. Motion by Clausen second by Taylor to authorize the Chairman to sign the Authorization to initiate the hiring process for Operations Officer (1560 hours, .75 FTE), Emergency Services Dept., Wage Plan: $13.46-$14.87/hour. Carried 5-0. Copy filed.

8c. Motion by Smith second by Taylor to approve the request from Susan Nielsen to remain on County Health Insurance Plan and the 65 & Over Supplemental Insurance Plan for her spouse. Carried 5-0. Copy filed.

9a. Motion by Ung second by Taylor to lifting tax suspension for Debbie Hartsock, 3019 Melrose Ave., Sioux City. Carried 5-0. Copy filed.

9b. 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 #059190, 1420 Center St., Sioux City. Carried 5-0.

RESOLUTION #12,292
NOTICE OF PROPERTY SALE

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

W 98 feet of Lot Twelve in Block Nineteen, North Sioux City Addition, Sioux City, Woodbury County, Iowa (1420 Center 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 **24th 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 **24th 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 $100.00** plus recording fees.

Dated this 10th Day of November, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

9c. Motion by Ung second by Taylor to approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #185250, 3580 W. 5th St., Sioux City. Carried 5-0.

RESOLUTION #12,293
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 Nineteen, in Block Three, Golf View Addition to Sioux City in the County of Woodbury and State of Iowa (3508 W. 5th 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 **24th Day of November, 2015 at 4:37 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 **24th 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 $334.00** plus recording fees.

Dated this 10th Day of November, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

10. Motion by Clausen second by Smith to approve the Memorandum of Understanding between Woodbury County Conservation Board and Iowa Natural Heritage Foundation. Carried 5-0. Copy filed.

11. Motion by Clausen second by Smith to approve the Service Delivery Personnel Contract Amendment. Failed 2-3 on a roll call vote; Taylor, Ung and Monson opposed. Copy filed.

12a. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution authorizing tax abatement for Jimmy Ring & Stacey Yates, B/LL for mobile home that has been destroyed by fire and junked, parcel #884730326916, taxes for 2015-16, total $16.00 plus interest. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,294
RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Jimmy August Ring and Stacey Michelle Yates. are the titleholder of a building on leased land Parcel #884730326916 located in Woodbury County, Iowa and legally described as follows:

Parcel #884730326916

SERGEANT BLUFF CITY AUD PLAT UNPLATTED L ANDS SW 1/4 30-88-47

WHEREAS, the above-stated property has taxes payable Including special assessments and the parcel is owned by Jimmy August Ring and Stacey Michelle Yates, and

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 10th day of November, 2015
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

12b. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution authorizing tax abatement for Julie Sandau, B/LL for mobile home that has been destroyed by fire, parcel #894432131918, taxes for 2015-16, total $10.00 plus interest. Carried 5-0.

WOODBURY COUNTY, IOWA

RESOLUTION #12,295
RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Julie Ann Sandau is the titleholder of a mobile home tax on leased land Parcel #894432131918 located in Woodbury County, Iowa and legally described as follows:

Parcel #894432131918

WHEREAS, the above-stated property has taxes payable Including special assessments and the parcel is owned by Julie Ann Sandau and

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 10th day of November, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

13a. The contractors/installer bids for the LED lighting project were presented to the Board. The bids are as follows:

O'Dell Electric	$12,000.00
Nystrom Electric	$93,585.00
Metro Electric	$ 7,120.00
Thompson Electric	$63,310.00

Motion by Ung second by Taylor to receive the bids for LED Lighting and to award the bids as recommended by Building Services. Carried 5-0. Copy filed.

Motion by Smith second by Taylor to approve a contingency fund of $70,100.00 for the LED project. Carried 5-0.

13b. Motion by Taylor second by Smith to terminate contracts with CHN Garbage Service, Sanitary Services, Inc., Waste Management and Gill Hauling for trash removal. Carried 5-0. Copy filed.

Motion by Taylor second by Smith to approve the contracts with CHN Garbage Service, Western Disposal, Waste Management and Independent Waste for trash removal. Carried 5-0. Copy filed.

13c. Kenny Schmitz, Building Services Director, reviewed the submitted elevator contracts with the Board. Copy filed.

13d. Kenny Schmitz, Building Services Director updated the Board on window repair for Courthouse Courtroom area.

14a. Motion by Smith second by Taylor to approve a permit to work in the Highway Right of Way to place underground utilities for Northwest Iowa Telephone on 275th St. Carried 5-0. Copy filed.

14b. Motion by Clausen second by Taylor to approve a permit to work within Highway Right of Way for Douglas Putensen. Carried 5-0. Copy filed.

14c. Motion by Taylor second by Ung to approve permit to work within the Highway Right of Way for Fern Holzman . Carried 5-0. Copy filed.

14d. Motion by Taylor second by Clausen to approve and authorize the Chairperson to sign a Resolution to add the ER road embankment repair project to the FY2016 Construction Program. Carried 5-0.

RESOLUTION TO REVISE WOODBURY COUNTY
2016 FIVE YEAR ROAD PROGRAM
RESOLUTION #12,296

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan,

The Board of Supervisors of Woodbury County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2016), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following approved Priority Year projects shall be ADDED to the Program's Accomplishment year:

Project Number **Local ID** **TPMS #**	**Project Location** **Description of work**	**AADT** **Length** **NBIS #**	**Type Work** **Fund basis**		**Accomplishment Year** ($1000's of dollars)		
						New amount	
ER-C097(125)--58-97 ER Roadside Repairs TPMS ID: 34323	D38, 7 locations, from Int. of Knox Ave. & D38 east 5.0 Miles to Int. of D38 and Hwy 31 & in Sect 22-87-43 on D50. Repair road slides along county federal aid routes	220	Miscellaneous ER			$133	
Totals						$133	

Fund ID	Accomplishment year ($1000's of dollars)		
	Previous Amount	New Amount	Net Change
Local Funds	$3,033	$3,033	$0
Farm to Market Funds	$1,340	$1,367	$27
Special Funds	$4,343	$4,343	$0
Federal Aid Funds	$1,560	$1,666	$106
Total construction cost (All funds)	$10,276	$10,409	$133
Local 020 Construction cost totals (Local Funds + BROS-8J FA funds)	$3,033	$3,033	$0

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

14e. Motion by Taylor second by Ung to approve plans for project #L-B(W153)—73-97, for replacement of the Morgan Trail Bridge near Oto. Carried 5-0. Copy filed.

14f. The county engineer reviewed the proposed changes to Ordinance #1 for Snow and Ice Removal from County Roads with the Board. Copy filed.

14g. The county engineer reviewed the Woodbury County Policy for Drainage District Administration, Maintenance, and Repair with the Board. Copy filed.

14h. Motion by Clausen second by Taylor to approve preconstruction agreement #2016 C-046 for grading and paving Highway 20 from Correctionville to the Ida County line with the Iowa Department of Transportation. Carried 5-0. Copy filed.

14i. Receive bids for repairs to culvert P72. The bids are as follows:

Midwest Contracting	$42,546.00
K & P Construction	$42,408.25
Graves Construction	$57,174.00
Dixon Construction	$49,601.00

Motion by Taylor second by Monson to receive and direct the county engineer to review the bids for repairs to culvert P72 to Midwest Contracting for $42,546.00. Carried 5-0.

15. Motion by Clausen second by Taylor to approve a contract between Siouxland District Health and RML Architects, LLC for alterations to building. Carried 5-0. Copy filed.

16. Supervisor Ung presented a process to increase transparency in the creation of committees. Copy filed.

Motion by Taylor second by Clausen to award the bid for repairs to culvert P72 to for $. Carried 5-0. Copy filed.

17. The Board recessed for a meeting of the Bennett McDonald-Smithland Drainage District.

The supervisor meeting was called back to order.

18. Motion by Monson second by Taylor to approve and authorize the Chairperson to sign a Resolution relating to financing of County road improvements to be undertaken by Woodbury County, Iowa and establishing compliance with reimbursement bond regulations under the Internal Revenue Code. Carried 5-0.

RESOLUTION #12,297

Resolution relating to financing of County road improvements to be undertaken by Woodbury County, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

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

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

(b) The Regulations generally require that the County make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the projects are placed in service; and

(c) The County desires to comply with requirements of the Regulations with respect to a project hereinafter identified.

Section 2. Official Intent Declaration.

(a) The County proposes to undertake the following projects and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the "Bonds") and reasonably expects to issue the Bonds for such projects in the maximum principal amount shown below:

County Road Projects	Maximum Amount of Bonds Expected to be Issued for all three Projects
CF Industries Drive, Dogwood Trail, and Port Neal Circle	$3,000,000

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of $100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the projects have heretofore been made by the County for which the County will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no County funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the projects, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the County's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The County's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the County to make payment of the prior costs of the projects. Each allocation shall be evidenced by an entry on the official books and records of the County maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Repealer.

All resolutions, parts of resolutions, or actions of the Board in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved November 10th, 2015
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

19. The board members reported on committee meetings they attended.

The Board adjourned the regular meeting until November 17, 2015.

Meeting sign in sheet. Copy filed.

#7a

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

Date: 11-12-15

Weekly Agenda Date: 11-17-15

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: November 17, 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
Burke, Christopher	County Sheriff	10-22-15	P/T Courthouse Safety & Security Officer			S	Resignation.
Gehrig, Shannon	Social Services	11-30-15	Case Manager			S	Resignation.
Brown, Kerri	Social Services	12-01-15	Case Manager			S	Resignation.
Kvidera, Jennifer	Social Services	12-01-15	Case Manager			S	Resignation.

APPROVED BY BOARD DATE: _____

ED GILLILAND, HR DIRECTOR Ed Gilliland

WOODBURY COUNTY

HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Ed Gilliland, Human Resources Director Ed G
Gloria Mollet, Human Resources Assistant Director

SUBJECT: Memorandum of Personnel Transactions

DATE: November 17, 2015

For the November 17, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1) County Sheriff P/T Courthouse Safety & Security Officer, Resignation.
2) Social Services (3) Case Managers, Resignations.

Thank you

#7b

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

Date: 11-12-15

Weekly Agenda Date: 11-17-15

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: November 17, 2015

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	P/T Courthouse Safety & Security Officer	Comparability w/AFSCME Grade 3: $15.26-$16.76/hour		
Secondary Roads	(4) Temporary Equipment Operators	Wage Plan: $21.13/hour		
	*Please See Attached Memos of Explanation			

Chairman, Board of Supervisors

(AUTHFORM2.doc/PER210)

Woodbury County Sheriff's Office

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

DAVID A. DREW, SHERIFF

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

09 Nov 2015

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to hire for a part-time Courthouse Safety & Security position. On October 22, 2015, Courthouse Security Officer Christopher Burke resigned his position. We request this be placed on the agenda for the Tuesday, November 17, 2015 Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

Dave Drew, Sheriff

Cc: file

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

To: Mark Monson, Woodbury County Board of Supervisors Chair
Ed Gilliland, Woodbury County Human Resources Director

From: Mark J. Nahra, County Engineer Mark J. Nahra

Date: November 9, 2015

Subject: Temporary Equipment Operator Positions

The Secondary Road Department is requesting that authorization be given for hiring up to four temporary equipment operators for our department to assist with winter snow removal.

Prior to the temporary full time staff reductions we have completed through attrition over the past four years, we were bringing on two to three part time operators each winter. With the one FTE temporary staff reductions at three of four maintenance districts in place, the use of four part time staff members for winter will allow us to maintain our past level of snow removal effort.

Please contact me if you have any questions. Thank you for your assistance and attention.

#7c

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

Date: 11-12-15

Weekly Agenda Date: 11-17-15

DEPARTMENT HEAD / CITIZEN: Supervisor Mark Monson

SUBJECT: Resolution for Outstanding Citizen

ACTION REQUIRED:

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

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

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Resolution for a Citizen.

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY, IOWA

RESOLUTION NO.

A RESOLUTION THANKING AND COMMENDING

ALVIS WESSLING

FOR HIS SERVICE TO DANBURY & WOODBURY COUNTY

WHEREAS, Alvis Wessling has demonstrated to be an outstanding citizen of Woodbury County by giving back to the community of Danbury; and

WHEREAS, Alvis Wessling has increased the pride and quality of life in the community of Danbury; and

WHEREAS, we posthumously honor Alvis Wessling for all his contributions; and

WHEREAS, Alvis Wessling provided funding for many years to many community programs and institutions; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thank and commend Alvis Wessling 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 the residents of Danbury in his memory.

BE IT SO RESOLVED this 17th day of November, 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

#7d

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

Date: 11-12-15

Weekly Agenda Date: 11-17-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Work Agreement for Nutritional Environment Measures Survey-Vending (NEMS-V)

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Work Agreement between Woodbury County & Siouxland District Health Department for Vending Machine Assessment, Discussion & Action

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Work Agreement between Woodbury County & Siouxland District Health Department for Vending Machine Assessment, Discussion & Action.

Approved by Board of Supervisors March 3, 2015.

SIOUXLAND
DISTRICT HEALTH
DEPARTMENT

Work Agreement

Date: 11/6/15

Agreement Parties:

Siouxland District Health Department
1014 Nebraska Street
Sioux City, IA 51105

Woodbury County
620 Douglas St
Sioux City, IA 51101

Purpose:

This Agreement is entered into between the Siouxland District Health Department and Woodbury County to fulfill provisions of the Nutritional Environment Measures Survey – Vending (NEMS-V) for the work on the Partnership in Community Health (PICH) grant.

I. Scope of Services

Siouxland District Health Department

- Will conduct baseline NEMS-V assessment and a re-assessment to determine percent of improvement.
- Provide assessment results, recommendations and technical assistance with implementing environmental changes.
- Provide education and technical assistance to Woodbury County and vending provider regarding healthy vending and sample language on policy development.
- Will write and issue a press release that highlights successes.

Woodbury County

- Allow initial and follow-up NEMS-V assessments to occur.
- Participate in an assessment results meeting.
- Make environmental and policy improvements based on recommendations.
  - Work with vendor to increase healthy options.
  - Create a policy agreement with vending company outlining required guidelines on healthy vending and/or include healthy vending in wellness policy.
- Will agree to highlight improvements internally to staff.

II. Terms of Agreement

- The effective date of this Agreement is the date of signature.

For and on behalf of the Siouxland District Health Department

Signature_____ Date:____
Print: Angela Drent

For and on behalf of Woodbury County

Signature:_____ Date: _____
Print:_____

#8a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: November 13 2015

Weekly Agenda Date: November 17, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Karen James, Admin. Coordinator

SUBJECT: Tax Suspension

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Approval of resolution for a tax suspension for M. K.

EXECUTIVE SUMMARY: Please consider this request for a tax suspension for M.J. If the Board approves this request, the suspension resolution requires the chairman's signature.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve resolution for a tax suspension for M. K.

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

#8b

WOODBURY COUNTY, IOWA

REQUEST FOR BIDS/PROPOSALS

(Bid Solicitation Package)

FOR

AUDIT SERVICES

I. Introduction

Woodbury County will receive proposals for audit services relating to a financial and compliance audit of Woodbury County for five (5) years ending June 30, 2016, June 30, 2017, June 30, 2018, June 30, 2019 and June 30, 2020. Information relating to minimum specifications of services, data to be included in the proposal, evaluation criteria and selection information relating to the entity to be audited is part of this proposal.

Sealed proposals (1 original, 5 copies) will be accepted until 4:30 p.m. December 18, 2015, at the office of the Woodbury County Board of Supervisors in Sioux City, Iowa, If mailed, the proposals should be mailed to:

ATTN: Dennis D. Butler, Finance/Operations Controller
Board of Supervisors Office
620 Douglas Street, Room 104
Sioux City, IA 51101

Those submitting sealed proposals should indicate on the outside of the envelope in the lower left-hand corner that it is a sealed proposal for audit services and the name of the firm submitting the proposal. Proposals received after 4:30 p.m. December 18, 2015 will not be considered.

The contract for services will be awarded by January 4, 2016.

Further information may be obtained from Dennis D. Butler at (712)234-2910

I. SPECIFIC REQUIREMENTS

A. The Woodbury County Board of Supervisors reserves the right to reject any and all proposals.

B. Only proposals received at the location described previously and in the time frame specified previously will be considered.

C. The original and one copy of the enclosed proposal should be completed and manually signed by a partner of the firm submitting the proposal

D. The auditing services to be provided shall be performed in accordance with the following.

1. Chapter 11 of the Code of Iowa

2. Generally accepted auditing standards

3. The standards for financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

4. The Single Audit Act of 1984 and OMB Circular A-133; Audits of State and Local Governments.

E. The fees quoted in your proposal and included in the agreement will be the maximum paid per hour and in total, unless an amendment to the agreement is completed in writing by both parties.

F. The audit report should conform to any standard reporting formats issued by the Auditor of State's office and/or any existing AICPA Audit Guides and the requirements of the Single Audit Act of 1984 and Office of Management and Budget (OMB) Circular A-133, Audits of State and Local Governments. Beginning with the June 30, 2002 report, the County must conform to the reporting requirements of GASB 34.

G. The audit report should include a management letter, if appropriate, which includes recommendations affecting the financial statement, internal control, accounting systems and legality of actions.

H. Bound copies of the report including the management letter will be required to be typed and reproduced by the firm accepting the contract, the County will be responsible for binding and reproducing the report.

I. Three bound copies of the report, including the management letter, a detailed per diem audit bill and a copy of the news release shall be timely provided to the Auditor of State.

J. The audit shall be completed by December 31 of the year the audit is being performed unless both parties agree to an extension in writing.

II. DATA TO BE INCLUDED IN PROPOSAL

In order to simplify the review process and to obtain the maximum degree of comparability, your proposal should include the following items and be organized in the manner specified below.

A. Letter of Transmittal

A letter of transmittal briefly outlining your understanding of the work and general information regarding the firm and individuals to be involved is permitted, but not required, if it is limited to no more than two (2) pages. If a transmittal letter is presented, it should clearly set forth the local address of the firm to be performing the work, the telephone number and the name of the contact person.

B. Table of Contents

Include a table of contents which identifies the material by section, page number and a reference to the following information to be contained in the proposal. If a transmittal letter is not included, please include on a table of contents the local address of the office to be performing the work, the telephone number and the name of the contact person.

C. Profile of Firm Proposing

1. State whether your firm is a local, national or international firm and a brief description of the size of your firm.

2. State whether your firm is in compliance with the registration and permit requirements to engage in the practice of public accounting within Iowa.

3. Described the local office firm which the work is to be performed.
   a. Location of office.
   b. Current size of the office.
   c. The size of professional staff by level, such as partner, manager and supervisor, senior and other professional staff.
   d. The number of CPS's in the office.
   e. The composition (size, professional designation, experience) of the audit team assigned to the engagement.

4. Any other information required to describe the office which will be performing the work.

5. State the number and percentage of governmental audits performed during the year.

6. State the number of County audits performed during the last three years.

7. Please include a copy of your last peer review opinion letter.

D. Qualifications

1. The audit firm must have performed an audit of one or more counties that are ranked as one of the twenty largest counties in Iowa within the last two years.

II. DATA TO BE INCLUDED IN PROPOSAL (continued)

2. The audit firm must have prepared a CAFR (Comprehensive Annual Financial Report) for a county listed in Item #1 above which received the Certificate of Excellence in Financial Reporting issued by the Government Finance Officers Association (GFOA). Please list the counties receiving the award and the fiscal year for which the award was granted.

3. Describe the recent local office auditing experience in similar types of audits to which the proposal relates. If appropriate, include regional experience in auditing similar types of entities. If desired, it is permissible to include your five largest clients which are not governmental clients.

4. Include resumes of all key professional members who will be assigned to the audit. Resumes should be included for all members of the audit team from the audit partner through at least the on-site in-charge accountant. The resumes should include:

   a. The mount of experience the individual has had in the auditing profession.
   b. A summary of similar audits on which the individual has worked.
   c. A summary of the continuing professional education the individual has had in governmental and auditing during the last two years.
   d. A statement as to whether the individual is independent as defined by the applicable auditing standards.

5. Describe your firm's policy on notification of changes in key personnel.

6. Provide a listing of or the number of professionals in the office who are experienced in governmental auditing.

7. Describe the availability of individuals within the firm who are heavily involved in governmental auditing and reporting and with whom the audit team may consult.

8. Briefly describe the firm's system of qualify control to ensure that the audit is adequately performed.

E. <u>Scope of Service and Proposed Project Schedule</u>

Briefly describe your understanding of the scope of services to be provided. Indicate a proposed time schedule for completing the work, assuming the contract will be on the date given in the introduction section, including the approximate dates you would perform field work. Office review and report preparation and the latest delivery date of the final report.

F. <u>Fees and Compensation</u>

Provide the following information:
1. Estimated total hours.
2. Estimated out of pocket expenses.

3. The hourly rate by staff classification.
4. The all-inclusive maximum fee and out-of pocket expenses, which will not be exceeded.
5. The frequency and timing of your billing process.

III. Evaluation Criteria

The proposal will be evaluated based upon the following two areas. Therefore, it is important that your proposal be responsive to the data requested.

Factor

A. Cost

Overall cost, including out-of-pocket expenses for performance of the audit.

B. Qualifications

1. Experience in auditing county government in Iowa.
2. Experience in preparing a CAFR, which was awarded the Certificate of Excellence in Financial Reporting issued by the GFOA
3. GASB 34 education expertise, conversion assistance and ability to issue an opinion under GASB 34 requirements.
4. Organization structure and size of the firm.
5. Organization structure and size of the office performing the work.
6. Recent experience in similar type audits.
7. Qualifications of the audit team and number of individuals experienced in governmental accounting.
8. Individuals with whom the audit team may consult.
9. Understanding of work.
10. Timetable to complete engagement.

C. Proposals

Proposals will be considered for award at a public meeting of the Woodbury County Board of Supervisors. Woodbury County reserves the right to reject any or all proposals, in whole or in part, with or without cause, even if all the stated requirements are met.

IV. ENTITY PROFILE

Woodbury County's main offices are located at 620 Douglas Street, Sioux City, Iowa. There are various satellite offices in various locations in Woodbury County.

Woodbury County Government serves approximately 102,000 residents of the County through a mixture of mandated and non-mandated services. The County is governed by a five member Board of Supervisors elected on a partisan basis for staggered four year terms.

There are nine (9) elected officials, eleven (11) departments and nine (9) Boards. The Board of Supervisors appoints the administration of the nine boards within the County structure. The elected officials, department and boards are listed below:

Elected Officials

Attorney (1)
- Administrative Services
- Criminal Division
- Juvenile Division
- Civil Division

Auditor/Recorder (1)
- Administration
- Claims
- Payroll
- Elections
- Recorder
  - Mapping
  - Real Estate
  - Vital Statistics

Sheriff (1)
- Administration
- Uniform Patrol-Substation
- Grants (Cops)(Law Enforcement Block Grant) (DARE)
- Investigations
- Jail Facility
- Clerical
- Civil Division
- Crime Prevention
- Court Security
- State Forfeitures
- Federal Forfeitures

Treasurer (1)
- Tax Division
- Motor Vehicle Department

Board of Supervisors (5)
- Board Administration
  - Public Bidder
  - Mail Services
  - Medical Examiner
- Building Services
- Emergency/Disaster Services
- General Assistance
- Human Resources
- Juvenile Receiving, Detention

MR/CMI/MR/DD Coordination
Planning/Zoning
Soil Conservation Technician
Roadside Management

IV. ENTITY PROFILE
(continued)

Boards and Commissions
Conservation
County Assessor
City Assessor
Siouxland District Health
Veteran Affairs
Woodbury County Information and Communication Commission
Zoning Commission
Board of Adjustments
County Landfill
Cluster Board of Social Welfare
County Extension Officer
Drainage Trustees

Financial reporting, budgeting and record keeping are handled by three separate departments. The County Auditor's office prepares payroll, processes and records all claims and warrants issued in payment of invoices, and monitors compliance of grants. A listing of Federal and State grants received by Woodbury County will be available upon request from the Auditor's office. The County Treasurer's office is responsible for the collection and custody of county funds and various non county trust and agency funds.

Woodbury County maintains its financial records on the GAAP basis using a double entry accounting system. Expenditures for Woodbury County including Boards and Commissions funds for the year ended June 30, 2015 were approximately $50,961,019. The County had multiple debt service obligations outstanding on June 30, 2015. The Board Administration office maintains copies of legal documents relating to the County's financing.

#8c

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #389580

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

Lot Eight Sioux Replat, Peirces Addition, City of Sioux City, Woodbury County, Iowa
(1407 28th 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 **1st Day of December, 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 **1st Day of December, 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 $18.00** 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 17th Day of November, 2015.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Mark A. Monson, Chairman

REQUEST FOR MINIMUM BID

Name: Woodbury County Date: 7/31/15

Address: 620 Douglas St. Phone: _____

Address or approximate address/location of property interested in:

1407 28th St.

GIS # 894716486024

*This portion to be completed by Board Administration *

Legal Description:

Lot 8 Sioux Replat, Peirce's Addition, City of Sioux City, Woodbury County, Iowa

Tax Sale #/Date: #179 - 6/21/82 Parcel # 389580

Tax Deeded to Woodbury County on: 11/2/83

Current Assessed Value: Land $9,800 Building Ø Total $9,800

Approximate Delinquent Real Estate Taxes: Ø

Approximate Delinquent Special Assessment Taxes: Ø

*Cost of Services: $17

Inspection to: Mark Nelson Date: 7/31/15

Minimum Bid Set by Supervisor: $1.00 plus $17 for cost of services. Total: $18

Date and Time Set for Auction: December 1st @ 4:35

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

(MinBidReq/MSWord)

Beacon™ Woodbury County, IA / Sioux City

Overview

Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2013
- 2014
- 2015
- Parcels

Parcel ID	894716486024	**Alternate ID**	389580	**Owner Address**	WOODBURY COUNTY 620 DOUGLAS ST SIOUX CITY, IA 51101-0000
Sec/Twp/Rng	0-0-0	**Class**	R		
Property Address	1407 28TH ST SIOUX CITY	**Acreage**	n/a		

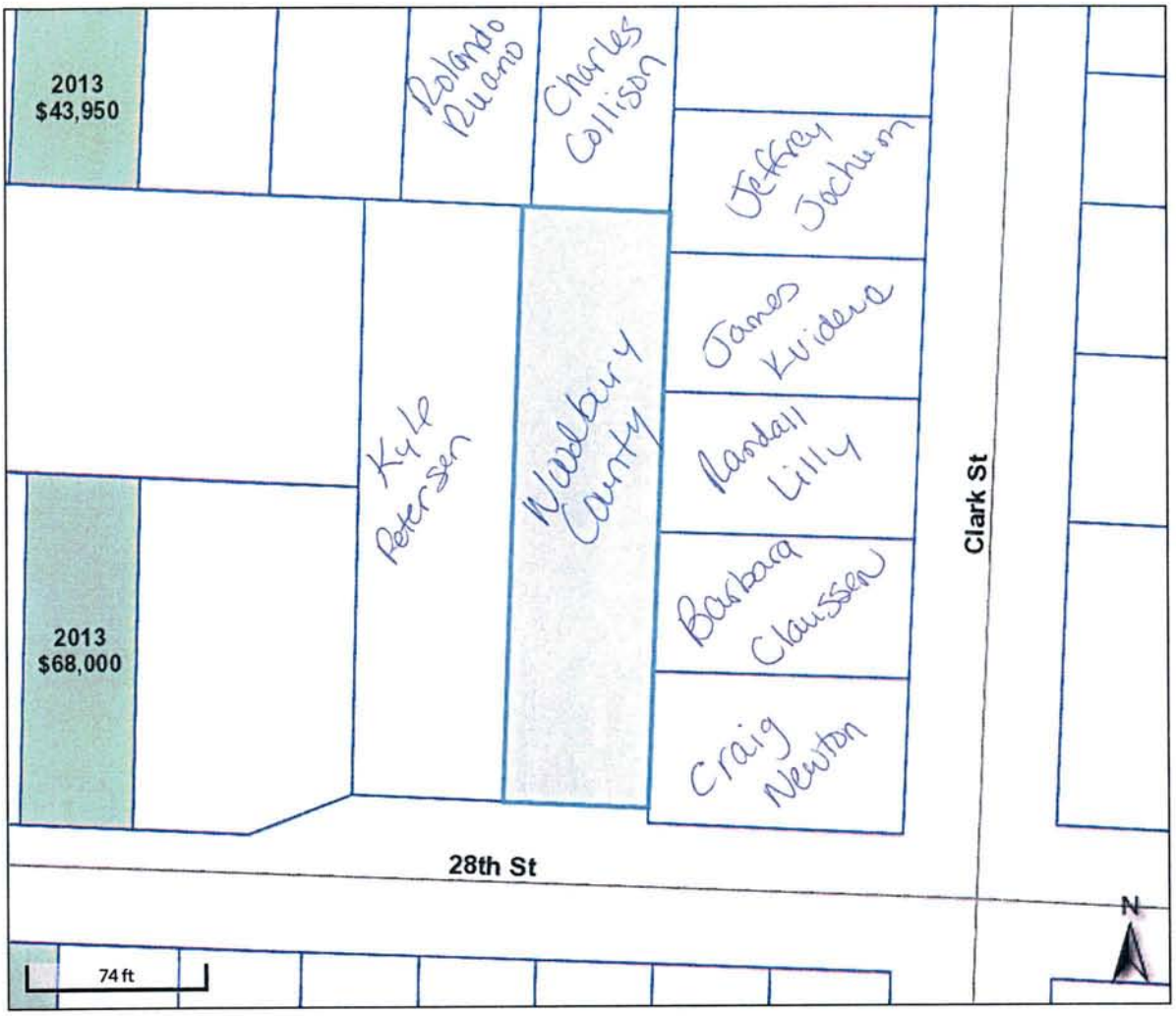
District 087 SC LL SIOUX CITY COMM

Brief Tax Description PEIRCES ADDITION
SIOUX REPLAT LOT 8
(Note: Not to be used on legal documents)

Date created: 7/31/2015
Last Data Upload: 7/31/2015 3:49:26 AM

Developed by
The Schneider Corporation

Beacon™ Woodbury County, IA / Sioux City



Overview

Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2013
- 2014
- 2015
- Parcels

Parcel ID	894716486024	**Alternate ID**	389580	**Owner Address**	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	**Class**	R		620 DOUGLAS ST
Property Address	1407 28TH ST	**Acreage**	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM

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Developed by
The Schneider Corporation

#9

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 11/12/2015

Weekly Agenda Date: 11/17/2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Patrick Gill, County Auditor

SUBJECT: Commuting Rule Resolution

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Consideration of a resolution designating certain county employees to commute with county owned vehicles.

EXECUTIVE SUMMARY: In order for county employees to fall under the IRS commuting rule, the county must require employees to commute with county owned vehicles for a bona fide business reason.

BACKGROUND: The County has been allowing certain employees to commute in county owned vehicles. Upon review, it has been determined that in order for employees to qualify under the IRS commuting rule, the County should have documentation in place to support the requirement to commute.

FINANCIAL IMPACT: Certain employees will be subject to withholding for a taxable benefit.

RECOMMENDATION: Approve this resolution at the December 8th Board meeting.

ACTION REQUIRED / PROPOSED MOTION: Place this item on the agenda for the December 8th Board meeting as an action item.

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

RESOLUTION NO._____

A RESOLUTION DESIGNATING CERTAIN COUNTY EMPLOYEES REQUIRED TO COMMUTE WITH COUNTY OWNED VEHICLES

WHEREAS, in certain instances a bona fide County purpose exists for an employee to be assigned a County owned vehicle to perform services for the County and to commute between work and the employee's residence, and

WHEREAS, personal use of County owned vehicles is prohibited with the exception of County employees required by the Board of Supervisors to commute in County owned vehicles, and

WHEREAS, County employees do not use County owned vehicles for personal purposes other than required commuting and de minimis personal use,

BE IT THEREFORE RESOLVED by the Board of Supervisors, Woodbury County, Iowa, hereby requires the Building Services Director, the Emergency Services Director, the Planning and Zoning Director, certain employees designated by the Woodbury County Conservation Board, certain employees designated by the County Engineer, certain employees designated by the Siouxland District Health Board, certain employees designated by the Woodbury County Emergency Management Commission and certain employees designated by the County Sheriff to commute in County owned vehicles.

BE IT FURTHER RESOLVED that certain County employees required to commute in County owned vehicles that are not commuting in qualified nonpersonal use vehicles, clearly marked police, fire or public safety officer vehicles, or unmarked law enforcement vehicles used by a fulltime law enforcement officer authorized to carry firearms, execute warrants and make arrests will be subject to the Internal Revenue Service fringe benefit commuting rule and reported as such by the County Auditor to the Internal Revenue Service.

BE IT FURTHER RESOLVED that all other County employees unless authorized by the county on an infrequent basis are prohibited from using a County owned vehicle for a commuting trip.

SO RESOLVED this day of November, 2015

#10

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: November 5, 2015

Weekly Agenda Date: November 17, 2015

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

SUBJECT: **Approval of Drainage District Policy for Maintenance Requests and Disaster Inspectrions**

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Final review and approval of County Policy for Repair Requests for Drainage Districts

EXECUTIVE SUMMARY: The attached policy was reviewed and discussed by the Board at their October 6, 2015 meeting. The Board's comments from that meeting were incorporated in this final draft of the policy. The attached policy is recommended by the county engineer to provide a framework for dealing with future drainage district repair and maintenance requests. The Board of Supervisors is charged by the Code of Iowa with responsibility for administering drainage districts within the county. In the past, maintenance requests have been handled by the secondary road department. In order to better keep the board informed of work within drainage districts, we are proposing to run all requests through the board. Additionally the policy proposes that the Board will conduct inspections upon the county receiving a federal disaster declaration to allow the Board to secure any funding assistance for repairs to drainage districts that result from extreme storm events.

BACKGROUND: The secondary road department is reviewing all operating policies in cooperation with the Board of Supervisors.

FINANCIAL IMPACT: These policies will affect future work within drainage districts and subsequent levies for such work. This work is outside the county budget process and does not affect the overall county budget.

RECOMMENDATION: I recommend the policy be approved as submitted.

ACTION REQUIRED / PROPOSED MOTION: Motion to approve the Woodbury County Policy for Drainage District Administration, Maintenance and Repair.

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

DRAFT

Woodbury County Board of Supervisors

Drainage District Administration, Maintenance and Repair Policy

Date: November 10, 2015

The Woodbury County Board of Supervisors is responsible for eleven drainage districts for which the Board serves as trustees. These districts are as follows:

1) Anthon Central
2) Bennett-McDonald
3) Maple River
4) Orton Slough
5) Smithland
6) Smokey Hollow
7) Upper Wolf Creek
8) Weber Creek
9) Wolf Creek
10) Wolf Creek Pump District
    a) Wolf Creek Pump District subdistrict 2
    b) Wolf Creek Pump District subdistrict 3
11) Bennett McDonald Smithland Special Project

The attached policy provides procedures for addressing maintenance and repairs within drainage districts that will provide earlier notice of repair costs to landowners and the opportunity for more transparency, landowner input, and, if requested or required, hearings prior to undertaking maintenance work in the districts. The attached policy also has provisions to more quickly identify damage to drainage district improvements after severe weather events that result in a federal disaster declaration for the county to assure that any aid in repair of county drainage improvements can be identified and obtained on behalf of county drainage districts.

Drainage District Levies:

Annual Drainage District tax levies are to be set not later than the last board meeting ahead of May 31st of the current year. Levies shall be recommended and prepared by the County Engineer's Office and the Woodbury County Budget Director and presented to the Board of Supervisors for approval.

Drainage District Maintenance Requests:

1) Requests for maintenance work within drainage districts which are managed by the Woodbury County Board of Supervisors as trustees shall be filed on a form available at the

Board of Supervisors office. The requests shall be signed by the complainant and contact information provided for setting up an appointment to view the maintenance issue. Requests for work will be considered at the next scheduled board agenda at which time the Board shall go into session as trustees of the drainage district in question.

2) The Board will receive a recommendation from the county engineer on whether or not to hire a consulting drainage engineer for necessary engineering work in response to a request for maintenance. This decision on whether to hire a consulting engineer will be based on the county engineer's recommendation. Work will be assigned to the secondary road department, if departmental work load allows, or to a drainage engineering consultant to review the site with the complainant. The county engineer or drainage engineering consultant, either of which is hereinafter referred to as the drainage engineer, will contact the complainant and review the location that is the subject of the maintenance request. Photographs of the damage will be taken. A survey of the damage will be done if deemed necessary by the drainage engineer. A report with recommendations for repair work will be filed with the Board of Supervisors for their consideration. Costs for consulting engineers to perform the work of the drainage engineer will be billed to the drainage district in which the complaint is made as part of that districts annual assessment.

3) The Board, acting as trustees for the district, will review the drainage engineer's report. If the Board determines work is needed, the Board will instruct the drainage engineer to prepare a scope of work. The drainage engineer will develop a scope of work to restore the drainage ditch as required by 468.126.

4) The scope of work for the repair will be prepared in sufficient detail for contractors to review the site and prepare quotations for the repair. The repair work may be done on an hourly basis by the contractor, by a "not to exceed" cost quotation, or by a combination of payment and measurement methods as determined appropriate by the drainage engineer depending upon the type and nature of the needed repair work.

5) The drainage engineer will seek two to three quotations from qualified contractors for all work with an engineer's estimate of less than $50,000. The Board may publish a legal notice requesting bids or quotations if they choose to do so. Quotations will be due from contractors on a date to be set by the drainage project engineer. Quotations will be brought to the Board of Supervisors for approval. The board of supervisors, acting as trustees, may, will schedule a hearing prior to awarding the quotations for all projects that have an engineer's estimate in excess of $25,000. The quote will be awarded and paid by the drainage district.

6) Work will be given general supervision by the appointed drainage engineer. Upon completion of the work, the drainage engineer shall present a certification of completion of work to the county engineer's office. The certification of completion shall specify pay items and payment due to the contractor. The county engineer's office will prepare a claim for board of supervisors' approval.

7) If the drainage engineer's estimate or the quotation for the work exceeds $50,000, the Board of Supervisors will schedule a hearing as provided in Section 468.126 of the Code of Iowa.

Severe Storm Events -Damage Inspections:

Drainage districts, like other county infrastructure, are subject to damage during extreme storm events. Like other public improvements, damaged drainage districts may be eligible for FEMA assistance with cleanup and repair of storm damage and removal of debris within the improvement.

In the event that a severe storm event occurs resulting in a disaster declaration for the county, the Board of Supervisors will hire a consulting engineer to inspect all board managed drainage district improvements to determine whether damage has been incurred within any district. The cost of the consulting engineer will be distributed among the county board managed districts in proportion to their size. The consulting engineer will prepare a report that will be presented to the county emergency manager for submittal to FEMA and IHSEMD staff for consideration for disaster aid for completion of necessary repairs. The Board, at their option, may extend the services of the drainage engineering consultant as needed to coordinate with FEMA and IHSEMD for evaluation of the damage and needed repairs.

This policy has been reviewed and approved by the Woodbury County Board of Supervisors in session on the _____day of _____, 2015.

APPROVED:

_____

Chairman-Woodbury County Board of Supervisors

#11

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 11/05/2015

Weekly Agenda Date: 11/10/2015

DEPARTMENT HEAD / CITIZEN: Supervisor Smith

SUBJECT: Consider donation to TSI –The Siouxland Iniative

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM Invest in The Siouxland Initiative

EXECUTIVE SUMMARY. Since the loan program has been discontinued, there are currently few tools that our Economic Development Director has in his tool box to support start-up businesses or help retain rural businesses. This would be an opportunity to partner with the economic development arm of the Chamber of Commerce.

BACKGROUND: The BOS has discontinued the practice of giving dollars to nonprofits, but TSI is an organization devoted to business retention and business growth. Our rural loan program has been cut and this would be an opportunity to partner with another organization to promote business growth and retention.

FINANCIAL IMPACT: LOST Funds

RECOMMENDATION: Agenda item for 11/17/2015 for discussion and action to donate a minimum of $20,000 from LOST funds to TSI

ACTION REQUIRED:

#12

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

Date: November 12, 2015

Weekly Agenda Date: November 17, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

SUBJECT: Approval of a process to increase transparency in the creation of committees

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Approval of a process to increase transparency in the creation of committees

EXECUTIVE SUMMARY: As it regards special committees not mandated by law, a transparency problem exists—the public cannot hold the board accountable for its committees because it is almost impossible to track their existence and function. Some board members assigned to special committees are clearly noted on the website under "liaison assignments." Others are created during the year, and unless a citizen knows the exact date a special committee was created, it is impossible for them to get easy answers to these questions: Does the committee still meet? Why? Who serves on it? What do they do? There is no rhyme or reason as to why some committees are posted online while others are not. It is extremely easy for the board to create a committee—it should be just as easy for a citizen to follow its actions.

BACKGROUND: This board has created special committees this year and the members, purpose, and sunset date are not always clearly agreed on by the board or accessible in a central location by the general public. Taxpayers should not have to hunt down a specific date's meeting minutes to find out very limited details about a committee.

Examples of confusion:

- On March 17th, an informational agenda item recommended a committee of two members created by resolution. The board approved minutes stating "It was the consensus of the Board to move forward with the discussion and the formation of a working committee to consider the proposal." On March 22nd, the Sioux City Journal reported five names who "will" serve on the panel (committee). On March 24th, an agenda item to create the committee by motion was removed from the agenda. Clearly there is confusion whether committees are established by consensus, motion, or resolution, and that confusion is passed to the general public. We need to establish a best practice.
- From a Sept. 23rd letter in the Sioux City Journal by Supervisor Taylor referencing Supervisor Smith: "*The Journal asks to know why the [space/facility study] committee formed to implement such a study hasn't been meeting; however, the committee has never met, according to Auditor Pat Gill.*" We should not be debating "he said, she said" as it regards committees that either do or do not exist.
- At the Nov. 3rd board meeting, what was referenced as a "committee" was included within "step 2 of 7" in a motion to follow an agreement and obligate funding. It was unclear whether that committee's creation would be returning for board definition and approval, prompting the media panel to ask who would serve on it.
- On Nov. 4th, a member of the committee dealing with rural economic development created Oct. 6th told me "they" may add another member to their committee ahead of their next committee meeting. There is no procedural safeguard to keep that from happening without the board's knowledge/approval.

FINANCIAL IMPACT: Committees cause employees to incur mileage and meal costs to the county.

RECOMMENDATION. The Auditor's Office must be empowered and directed to compile such records from the board and to make them accessible in a central location, benefiting both the board and the public.

The attached, standardized form for the creation/change of committees has been drafted in consultation with Auditor Gill and Deputy Auditor Jessen. I believe committees of all types should submit a form for board approval when created or changed. They must stipulate, according to Article VI in the bylaws, whether the committee is required by Iowa Code, created by the provisions of Iowa Code Chapter 28E, created by agreement, or created for a special purpose. (There is currently no way for either the board or the public to discern a committee's type).

The form must also satisfy the following:

- State the name.
- State the purpose.
- State the creation date.
- State the members' names or positions.
- State the intended frequency of meetings, if known.

We agreed that committees already in existence should be directed to complete these details and gain board approval within a deadline. The form must also note that special committees must be reauthorized every year or they will naturally sunset at the end of every calendar year.

ACTION REQUIRED / PROPOSED MOTION: "I move that:

the attached form for the creation of committees be adopted by the board and that all existing committees created for a special purpose be directed to submit the form within two weeks to remain authorized;

the Auditor's Office be directed to maintain committee information and attachments and to post the same on the Board of Supervisors section of the county website to increase transparency."

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

CREATION/CHANGE OF COMMITTEE FORM

Form Approved by the Board of Supervisors 11/17/15

Board Approval Date: [ ]

Date Originally Created: [ ]

Ending Date (if known): [ ]

Name of Committee:

[ ]

Purpose:

[ ]

	Members OR Position	Entity Represented
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12		

Is this Committee - X the box that applies

	Required by Iowa Code
	Created by the provision of Iowa Code Chapter 28E
	Committee Created by Agreement
	Committee Created for Special Purpose*

The Committee plans to <u>at least</u> meet - X the box that applies

	Weekly
	Monthly
	Semi-Annually
	Annually
	Other/Unknown

* Special committees will sunset at the end of every calendar year unless re-approved each year.

#13

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I

Date: ____November 13, 2015_____

Weekly Agenda Date: _____November 17, 2015_____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: _____Supervisor Mark Monson_____

SUBJECT: _____Mental Health issues in Woodbury County_____

ACTION REQUIRED:

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

WORDING FOR AGENDA ITEM: Discussion of issues in Woodbury County Mental Health

EXECUTIVE SUMMARY: See attached

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION: Discussion

ACTION REQUIRED / PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015.

Sioux Rivers Regional MHDS Service Delivery Personnel Contract

The 28E and job descriptions provided to us by Sioux Rivers Region state that the employing county, Woodbury County in this case, appoints Personnel as needed to provide service to the citizens of the Region. As members of the Governing Board we are tasked with ensuring services are delivered to some of the most vulnerable people in society today. These are people in great need. The funds to serve these vulnerable citizens are limited so as a result we are tasked with oversight of how the money entrusted to the Region is spent. After all, it is our tax dollars that provides the funding in Sioux Rivers' budget, and it is the money from their budget that turns into the provided services. If the money is not spent wisely the people will not be served well, if at all.

The Woodbury County Board of Supervisors has been presented with an amendment that says the Region needs extra staff. The staffing was not needed prior to the MCOs taking over January 1, 2016 nor was it needed when the budget and staffing were set just four months ago. The staffing requests will cost the Region approximately $93,200 each year. What other services could be provided with these dollars? Woodbury County's homeless are not being served, and neither are our mentally ill and intellectually disabled in the jail.

We are not here to debate whether moving Case Management to the MCOs was or was not a good thing, that part is out of our control and is for the politicians in Des Moines. What we can do at this point is control how the money we have to spend is spent locally to provide services locally. What this is about is the residents of Woodbury County and the long term care of those most vulnerable people whose care is entrusted to us.

Issues with the Service Delivery Personnel Contract:

1. The proposed social worker position does not appear to be needed:
   a. The argument presented is that the Managed Care Organizations will not provide services to the level Targeted Case Managers did.
   b. The MCOs will take over all case management January 1, 2016 and collect funds each county received to provide the service. There is no evidence the MCOs will provide inadequate service as they have not started yet.
   c. If there is evidence in the first quarter of 2016 that people are not being served and there is consensus for a need to provide service, it should be contracted through an established provider in the region, not the Region.
   d. There is no evidence of poor services by the MCOs yet. If the theory of poor services by the MCOs were carried forward it might appear there is a need for more than one person to cover that poor service.
   e. With the loss of Targeted Case Management the region has no connection to direct services to clients and should focus on providers that provide those services.

f. Does the Region want to become a provider and take away work the local providers do?
g. Is the region beginning the process of developing another large employee group?

2. The Sioux Rivers Aide is inappropriately assigned:
   a. The function of the Aide is to shred paper for offices in Woodbury County. The Shredding materials are documents that are confidential. The Building Services department in Woodbury County is unofficially watching over this person. They are doing that for safety reasons.
   b. The shredder should be moved up to the building that Building Services now occupies so he can be watched closely and his safety can be ensured.
   c. The Aide should be paid by the Region and supervised by Building Services on site on a daily basis.

3. Administrative Assistant Office Manager:
   a. This position was 40% Woodbury County Case Management and 60% Sioux River.
   b. It appears we are making a full time job out of 60%.
   c. If, in fact, the Region employees are overseeing all providers this probably is a position that will be needed.
   d. Where does this funding come from? It has been stated this money is in the budget. Where? Why was it there unused with no place designated for it? What allows large amounts of money to just be in the budget?

4. Salaries for the people now employed by Sioux Rivers are as follows:

Shane Walter	$77,378	
Patty Erickson-Puttman	$92,936	(with benefits $124,728)
Sharon Nieman	$61,665	
Aaron Haverdink	$50,000	
Julie Albright	$47,746	(with benefits $72,047)
Ann Landers	$47,746	(with benefits $72,047)
Mike Swiesburger	$11,044	(with benefits $12, 876)

Proposed Additions:

Thesea Jochum	$59,589	(with benefits $85,852)
Lisa Wilson	$47,746	(with benefits $72,047)

5. Shane Walter asked for an increase and rightly so. After favorable annual evaluation by the Governing Board he should receive an $8,000 increase he requested putting him at $85,000. This would put him in a similar range as other CEOs.

6. Because the Woodbury County Service Coordinator's job description and duties have and will change dramatically with the loss of Targeted Case Management that salary should be brought in line. The recommendation would be $80,000.

Services in Woodbury County that have not been addressed:

7. The Woodbury County Jail last week (Jail count attached for last week) averaged 215 inmates daily. 80% are on medications related to mental illness. That is 172 out of 215 inmates. We have the Compass program and one half day of a Psychiatrist serving the jail at this time through Siouxland Mental Health. The jail staff needs help.

8. It was recommended that the jail staff be trained to deal with mental illness. Teams were put together and trained. No funds were ever provided for training or service.

9. Juvenile Detention has mental health issues on a much smaller scale, but needs help as well. It is reported that 75% of Woodbury county Juveniles are on some kind of mental health medications costing the County around $15,000 this year. We are providing Safe Schools workers in selected elementary buildings throughout the County, which provides mental health services. There has to be some services available to these very needy juveniles.

10. The Warming Shelter is at maximum capacity of 70 homeless people every night and many are turned away when they are full. Most of the efforts put into the homeless in downtown Sioux City have been to keep them away from businesses. Little or no discussion has taken place addressing the nearly 100 people that have nowhere to go and no discussion of their issues, such as, being a veteran and mental illness.

11. With the end of the Targeted Case Management and the loss of all caseworkers, the Triview facility has unused space. The Sheriff's office is working with State officials to start a program called "24/7." The Triview space would be excellent space to run this program. People who are convicted of substance abuse must report two times each day to take Breathalyzer tests. The success of this program is exceptional and keeps people out of jail.

It is distressing that these issues in Woodbury County have been overlooked. They must be addressed.

The Sioux Rivers Regional budget is a function of that body. But, to address issues within Woodbury County there needs to be an understanding of what the Sioux Rivers Budget is covering.

12. Next year's Budget needs work to be able to understand what will be spent.

    a. We have asked for a detailed budget for the next year. A budget that outlines the exact amounts being given to support each program for the coming year by county is essential. This budget total is $4,454,986.

    b. There must be a listing of ongoing costs for just Region staff (staff and related costs).

    c. There must be a listing of the amounts being provided for each program and provider separated out to be able to determine where these funds are going.

    d. We were told there is approximately $2,000,000 dollars to be used for one-time expenses in the next budget to reduce carryover. These costs must be separated out showing what they are going to be used for and who will get them. This must be done by County. This is more than a line item budget. It requires explanation.

    e. Adding two positions by moving them to full time will cost almost $100,000. These expenditures are ongoing into the future. We were told there was plenty of money in the proposed budget to cover this. We have $100,000 in the budget that is not specified for something and will be ongoing into the future? Is there more unspecified funds in this budget?

    f. We collected approximately $3,564,086 in taxes from Woodbury County taxpayers in the past year. We, as supervisors administering these funds and the taxpayers, have the absolute right to know where these funds are going and why.

    g. Until there is a clear detailed budget with future projections in years to come there is no defendable position to add anything to the proposed budget.

    h. It is unclear why we have millions of dollars in carryover. There has always been a very sizable amount of money not used in each fiscal year over the past decade prior to the region. Are we not serving our residents to the extent we could and should be serving them?

    i. The attached budget has no explanation of where and who is getting the funds. There is no way to determine what ongoing expenses are for the

operation of the region – personnel and benefits. There is no way to determine the amount provided to fund each provider and who they are.

j. The operation of the Crisis Center will cost $500,000 a year. Since the budget is and is projected at $4,454,986 per year into the future (that is the amount of taxes collected from the three counties) how can we assume an additional $500,000 in years to come on an ongoing basis? Is this ongoing expense being covered by one-time funds from carryover?

There are too many unanswered questions to approve additions to this budget.

Attached:
-Sioux Rivers Cash Carryover for five fiscal years (Butler)
-Draft 2016 Sioux Rivers Budget
-Walter email explanation of one time expenditures

SIOUX RIVERS DRAFT FY16 BUDGET	Onetime	REGIONAL	PLYMOUTH	SIOUX	WOODBURY	TOTAL	PROGRAM DETAIL
PUBLIC EDUCATION SERVICES			$ 65,766	$ 37,080	$ 360,500	$ 463,346	SMH allocation/block grant
SALARY - PART TIME HELP		$ -	$ -	$ -	$ -	$ -	
SALARY - FULL TIME HELP			$ 27,287	$ 19,602	$ 143,226	$ 190,114	
FICA COUNTY CONTRIBUTION			$ 2,088	$ 1,501	$ 10,957	$ 14,545	
IPERS COUNTY CONTRIBUTION			$ 2,141	$ 1,752	$ 12,747	$ 16,640	
EMPLOYEE LIFE INS			$ -	$ -	$ 85	$ 85	
EMPLOYEE DENTAL			$ -	$ -	$ 979	$ 979	
EMPLOYEE LTD			$ -	$ -	$ 436	$ 436	
EMPLOYEE INS-CO CONTRIBUTION			$ 15,815	$ 5,625	$ 43,279	$ 64,718	
STATIONERY/FORMS/OFC SUPPLIES			$ 103	$ 1,803	$ 1,545	$ 3,451	
TYPING, PRINTING, BINDING			$ -	$ -	$ 1,236	$ 1,236	
POSTAGE & MAILINGS			$ 52	$ -	$ -	$ 52	
EMPLOYEE MILEAGE & SUBSISTENCE			$ 2,500	$ 3,605	$ 2,575	$ 8,680	
TELEPHONE & TELEGRAPH			$ 412	$ 515	$ -	$ 927	
EDUCATION & TRAINING			$ 1,030	$ 721	$ 2,575	$ 4,326	
DUES & MEMBERSHIPS			$ 1,030	$ 3,605	$ -	$ 4,635	
OFFICE EQUIP AND FURNITURE			$ -	$ -	$ -	$ -	
GUARDIAN & CONSERVATOR			$ -	$ -	$ 12,500	$ 12,500	The Center MI
HOURLY SCL			$ 10,500	$ 10,000	$ 10,500	$ 31,000	
PRESCRIPTION MEDICATION			$ -	$ -	$ 15,000	$ 15,000	
OUTPATIENT			$ 4,000	$ 12,000	$ 100,000	$ 116,000	SMH Fee for Service
PSYCHOTHER SOCIAL SUPPORT SERVICE			$ 30,000	$ 20,000	$ 150,000	$ 200,000	Peer support
COMMUNITY SUPPORT PROGRAM	$ 300,000		$ 50,000	$ 50,000	$ 710,000	$ 1,110,000	Safe School/MH Court/Provider Improvement/Emergency Flex Fund
PSYCHIATRIC REHAB			$ -	$ 12,000	$ -	$ 12,000	
TREATMENT SERVICES/OTHER			$ -	$ -	$ 25,500	$ 25,500	County Schools
COMMUNITY BASED CRISIS INTERVENTION		$ 500,000	$ -	$ -	$ -	$ 500,000	Crisis Program
EMERGENCY SERVICES			$ -	$ -	$ -	$ -	
FAMILY SUPPORT SERVICES			$ -	$ 1,000	$ -	$ 1,000	
VOCATIONAL SERVICES			$ -	$ 40,000	$ -	$ 40,000	
JOB DEVELOPMENT			$ -	$ -	$ -	$ -	
ADULT DAY CARE			$ -	$ -	$ -	$ -	
SUPPORTED EMPLOYMENT			$ -	$ -	$ -	$ -	
DAILY SCL			$ -	$ -	$ 45,000	$ 45,000	
RESIDENTIAL CARE FACILITY 1-5 BED			$ -	$ -	$ -	$ -	Court Ordered
RESIDENTIAL CARE FACILITY			$ 100,000	$ 50,000	$ 300,000	$ 450,000	Court Ordered
RESIDENTIAL CARE FACILITY PMI			$ 75,000	$ -	$ 100,000	$ 175,000	Court Ordered
STATE MENTAL HEALTH INSTITUE			$ 50,000	$ 50,000	$ 100,000	$ 200,000	Court Ordered
DIAGNOSTIC (COMMITMENT)			$ 4,000	$ 4,000	$ 70,000	$ 78,000	Court Ordered
SHERIFF TRANSPORTATION			$ 10,000	$ 3,000	$ 25,000	$ 38,000	Court Ordered
LEGAL REPRESENTATION			$ 6,500	$ 4,500	$ 75,000	$ 86,000	Court Ordered
MENTAL HEALTH ADVOCATES			$ -	$ -	$ 22,377	$ 22,377	Court Ordered
IPERS COUNTY CONTRIBUTION			$ -	$ -	$ 1,287	$ 1,287	Court Ordered
MENTAL HEALTH ADVOCATE FICA					$ 1,712	$ 1,712	
MENTAL HEALTH ADVOCATES MILEAGE			$ -	$ -	$ 2,000	$ 2,000	Court Ordered
MENTAL HEALTH ADVOCATES PARKING			$ -	$ -	$ -	$ -	Court Ordered
SALARY - PART TIME HELP			$ -	$ -	$ 11,376	$ 11,376	
SALARY - FULL TIME HELP			$ 17,937	$ 19,602	$ 116,952	$ 154,491	
FICA COUNTY CONTRIBUTION			$ 1,468	$ 1,501	$ 8,947	$ 11,915	
IPERS COUNTY CONTRIBUTION			$ 1,607	$ 1,752	$ 10,409	$ 13,768	
EMPLOYEE LIFE INS			$ -	$ -	$ 73	$ 73	
EMPLOYEE DENTAL			$ -	$ -	$ 606	$ 606	
EMPLOYEE LTD			$ -	$ -	$ 440	$ 440	
EMPLOYEE INS-CO CONTRIBUTION			$ -	$ 5,625	$ 26,868	$ 32,493	
STATIONERY/FORMS/OFC SUPPLIES			$ 206	$ 1,803	$ -	$ 2,009	
POSTAGE & MAILINGS			$ -	$ -	$ -	$ -	

SIOUX RIVERS DRAFT FY16 BUDGET	Onetime	REGIONAL	PLYMOUTH	SIOUX	WOODBURY	TOTAL	PROGRAM DETAIL
EMPLOYEE MILEAGE & SUBSISTENCE			$ 103	$ 3,605	$ 2,575	$ 6,283	
TELEPHONE & TELEGRAPH			$ 206	$ 515	$ -	$ 721	
EDUCATION & TRAINING			$ 206	$ 721	$ 1,030	$ 1,957	
DUES & MEMBERSHIPS			$ 1,030	$ 3,605	$ -	$ 4,635	
OFFICE EQUIP AND FURNITURE			$ -	$ -	$ -	$ -	
GUARDIAN & CONSERVATOR			$ -	$ -	$ 12,500	$ 12,500	The Center ID
HOURLY SCL			$ 5,000	$ 35,000	$ 50,000	$ 90,000	
JOB DEVELOPMENT			$ -	$ -	$ -	$ -	
SOCIAL SUPPORT SERVICES			$ 30,000	$ 30,000	$ 30,000	$ 90,000	ARC
ASSESSMENT & EVALUATION			$ -	$ -	$ -	$ -	
LEGAL REPRESENTATION			$ -	$ -	$ -	$ -	
VOCATIONAL SERVICES			$ 10,000	$ 300,000	$ -	$ 310,000	
SUPPORTED EMPLOYMENT	$ 500,000		$ -	$ -	$ -	$ 500,000	Incentives
LEGAL REPRESENTATION			$ -	$ -	$ -	$ -	
CASE MANAGEMENT			$ -	$ -	$ -	$ -	
RESPITE			$ -	$ -	$ 1,545	$ 1,545	
HOURLY SCL			$ -	$ -	$ -	$ -	
VOCATIONAL SERVICES			$ -	$ 10,000	$ 5,871	$ 15,871	
WORK ACTIVIT/PREVOC			$ -	$ -	$ 8,755	$ 8,755	
ADULT DAY			$ -	$ -	$ -	$ -	
SALARY - PART TIME HELP			$ -	$ -	$ -	$ -	
SALARY - FULL TIME HELP			$ -	$ 32,027	$ 37,003	$ 69,030	
FICA COUNTY CONTRIBUTION			$ -	$ 2,450	$ 2,149	$ 4,599	
IPERS COUNTY CONTRIBUTION			$ -	$ 2,850	$ 2,635	$ 5,485	
EMPLOYEE LIFE INS			$ -	$ -	$ 18	$ 18	
EMPLOYEE DENTAL			$ -	$ -	$ 218	$ 218	
EMPLOYEE LTD			$ -	$ -	$ 87	$ 87	
EMPLOYEE INS-CO CONTRIBUTION			$ -	$ 4,500	$ 9,638	$ 14,138	
FUEL			$ -	$ -	$ 618	$ 618	
STATIONERY/FORMS/OFC SUPPLIES			$ -	$ 1,803	$ 6,265	$ 8,068	
MAGAZINES			$ -	$ -	$ -	$ -	
PUBLICATIONS AND NOTICIES			$ -	$ -	$ -	$ -	
TYPING, PRINTING, BINDING			$ -	$ -	$ 515	$ 515	
POSTAGE & MAILINGS			$ -	$ -	$ 155	$ 155	
EMPLOYEE MILEAGE & SUBSISTENCE			$ -	$ 15,000	$ -	$ 15,000	
TRAVEL EXPENSES(HOTEL)			$ -	$ -	$ 3,605	$ 3,605	
MEALS			$ -	$ -	$ 1,999	$ 1,999	
PARKING			$ -	$ -	$ 2,472	$ 2,472	
TELEPHONE & TELEGRAPH			$ -	$ 515	$ 1,545	$ 2,060	
CELL PHONE EXPENSES			$ -	$ -	$ 773	$ 773	
PROFESSIONAL SERVICES		$ 8,000	$ -	$ -	$ 5,150	$ 13,150	
COMPUTER SERVICES			$ -	$ -	$ -	$ -	
EDUCATION & TRAINING			$ -	$ 1,000	$ 1,785	$ 2,785	
ELECTRIC, WATER, SEWER			$ -	$ -	$ 7,210	$ 7,210	
BUILDINGS - MAINTENANCE, REPAIR	$ 1,250,000		$ -	$ -	$ 2,575	$ 1,252,575	Add Friendship house addition & remodel
VEHICLES REPAIR AND MAINTENANCE			$ -	$ -	$ 381	$ 381	
EQUIPMENT MAINTENANCE			$ -	$ -	$ 258	$ 258	
BUILDINGS RENT/UTILITIES			$ -	$ -	$ -	$ -	
JANITORIAL			$ -	$ -	$ 2,472	$ 2,472	
SANITARY AND DISPOSAL			$ -	$ -	$ 309	$ 309	
DUES & MEMBERSHIPS			$ -	$ 3,000	$ 16,717	$ 19,717	
OFFICE EQUIP AND FURNITURE			$ -	$ -	$ 2,060	$ 2,060	
CONTRIBUTIONS TO OTHER GOVERMENTS & ORGANIZATIONS			$ -	$ -	$ -	$ -	
	$ 2,050,000	$ 508,000	$ 525,986	$ 809,181	$ 2,742,570	$ 6,635,737	
Levy	$ -	$ -	$ 363,873	$ 902,367	$ 2,931,006	$ 4,197,246	

SIOUX RIVERS DRAFT FY16 BUDGET	Onetime	REGIONAL	PLYMOUTH	SIOUX	WOODBURY	TOTAL	PROGRAM DETAIL
SSBG	$ -	$ -	$ -	$ -	$ -	$ -	
Carry Over	$ -	$ -	$ -	$ -	$ -	$ -	
Total	$ -	$ -	$ 363,873	$ 902,367	$ 2,931,006	$ 4,197,246	
Difference	$ (2,050,000)	$ (508,000)	$ (162,113)	$ 93,186	$ 188,435	$ (2,438,491)	
					Onetime	Ongoing	
					$ 2,050,000	$ 4,585,737	

Reply Reply All Forward Move Mark Unread Delete Print View

Mail Properties

From: Dennis Butler
To: Monson, Mark; Ung, Matthew
Subject: Fwd: budget line item definitions

Saturday - October 17, 2015 10:49 AM

Here is what I received from Shane Walter on explanation of the one time line items for FY 17
>>> Shane Walter <shanew@siouxcounty.org> 10/16/2015 8:05 AM >>>
Hi Dennis,

The check that Sioux County will be sending to the Region on the 27th will be for **$1,126,220.000**.

The explanations for the one time expenditures are as follows:

$300,000 – Provider Improvements: This is obvious as it is money that the region has set aside for granting dollars to regional providers for special projects/needs that aren't typically captured in prescribed budget categories. The same can be said for the Flexible/Emergency dollars that are utilized to meet individual consumer needs in community settings, for things like rent, utilities, automotive repairs, medical bills, transportation, etc.

$500,000 – These dollars are part of the Work Alternatives project being facilitated by Hope Haven. This, the third payment in the three year project will be utilized as incentive payments to regional providers for placing consumers in community employment situations.

$1,250,000 - This is money set aside for renovations at the Division Street Crisis facility, which includes an addition to the building for the Friendship House.

While we originally budgeted $1,000,000 for the operation of the Crisis program we now believe that a great deal of that will be billable to Medicaid, so we have reflected that in our budget, cutting that line item to $500,000. However this remains fluid until we begin operations so this number may change in the coming weeks.

I believe this should answer your questions about the budgeted "One Time" expenditures. If you or your Board members have need for further clarification please let me know. Thanks.

Shane

Sioux Rivers Cash Carryover for Five FY's

FY 2016

Current Cash Balance October 17, 2015		1,862,413
Resources:		
Taxes by County to be paid to the Region:		
Woodbury County	3,564,086	
Sioux County	1,027,388	
Plymouth County	363,771	4,955,245
Carryover Transfer:		
Woodbury County	2,051,873	
Sioux County	1,126,220	3,178,093
Total Resources Available		9,995,751
Requirements:		
Sioux Rivers Unspent Balance as of October 17,2015		4,454,986
Est. Cash Carryover as of June 30, 2016		5,540,765

FY 2017

Est. Cash Balance October 17, 2016		5,540,765
Resources:		
Woodbury County - Represents 633,080 tax reduction	2,931,006	
Sioux County - Represents 125,021 tax reduction	902,367	
Plymouth County - Represents 102 tax reduction	363,873	4,197,246
Total Resources Available		9,738,011
Disbursements:		
Sioux Rivers Proposed FY 2017		6,635,737
Est. Cash Carryover as of June 30, 2017		3,102,274

FY 2018

Est. Cash Balance October 17, 2017		3,102,274
Resources:		
Woodbury County - Represents 633,080 tax reduction	2,297,926	
Sioux County - Represents 125,021 tax reduction	777,346	
Plymouth County - Represents 102 tax reduction	363,771	3,439,043
Total Resources Available		6,541,317
Disbursements:		
Sioux Rivers Proposed FY 2018		4,585,737
Est. Cash Carryover as of June 30, 2018		1,955,580

FY 2019

Est. Cash Balance October 17, 2018		1,955,580
Resources:		
Woodbury County - Represents 252,133 tax increase	2,550,059	
Sioux County - Represents 85,415 tax increase	862,761	
Plymouth County - Represents 0 tax change	363,771	3,776,591
Total Resources Available		5,732,171
Disbursements:		
Sioux Rivers Proposed FY 2019		4,585,737
Est. Cash Carryover as of June 30, 2019 (25% Reserve)		1,146,434

FY 2020

Est. Cash Balance October 17, 2019		1,146,434
Resources:		
Woodbury County - Represents 604,593 tax increase	3,154,652	
Sioux County - Represents 204,552 tax increase	1,067,314	
Plymouth County - Represents 0 tax change	363,771	4,585,737
Total Resources Available		5,732,171
Disbursements:		
Sioux Rivers Proposed FY 2019		4,585,737
Est. Cash Carryover as of June 30, 2020 (25% Reserve)		1,146,434

Cash Reserve should be 25%.

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

DATE	Day	DAILY TOTAL	LEC	ELECTRONIC MONITORING	PRAIRIE HILLS	FEDERAL PRISONERS
10/31/15	Saturday	224	212	12	0	18
11/1/15	Sunday	231	220	11	0	18
11/2/15	Monday	232	221	11	0	18
11/3/15	Tuesday	237	227	10	0	21
11/4/15	Wednesday	228	218	10	0	20
11/5/15	Thursday	212	201	11	0	13
11/6/15	Friday	207	194	13	0	13
		1571	1493	78	0	121

24 HOUR DAILY COUNT

DATE	TOTAL	MALE	FEMALE
10/31/15	251	205	46
11/1/15	249	203	46
11/2/15	251	199	52
11/3/15	257	207	50
11/4/15	255	206	49
11/5/15	260	215	45
11/6/15	230	190	40
	1753	1425	328

*Highest population count each day

NOV 10 2015 AM4:16

October 6, 2015

To: Landowners along the Open Ditch
Orton Slough Drainage District
Woodbury County, Iowa

Re: Right-of-Way Acquisition along the Open Ditch

Dear Landowners:

On June 2, 2015, the Woodbury County Board of Supervisors acting as Trustees for the Orton Slough Drainage District directed I+S Group, Inc. (ISG) to proceed with preparing plans for the repair of the open channel facility. The District has maintained the open channel since 1986, however has never acquired right-of-way (ROW) along the ditch. Therefore, the Board of Supervisors has also approved the acquisition of ROW. This letter is to inform you of the acquisition of ROW.

The work involves the cleanout of the open ditch from Station 0+00 to Station 34+93, NE ¼ NE ¼ to the SE ¼ NW ¼, all within Section 21, to Liberty Township. Approximately 5,768 cubic yards of material is to be removed from the open ditch and will be excavated with a two (2) foot bottom width and 3 to 1 side slopes.

Acquisition of Right-of-Way: The District currently has no permanent right-of-way. Therefore, the District is acquiring a 66 feet wide (33 foot width each side of centerline) along the entire length of the open ditch. The average width from the top of ditch bank to top of the ditch bank is 24'. The remaining 42' will provide unimpaired access along the open ditch for future maintenance work of approximately 21' on each side. To provide the recommended right-of-way, 5.20 acres will need to be acquired. The District would like to negotiate the terms of the right-of-way with the landowners traversed without appointing appraisers and holding proceedings as specified in the Iowa Drainage Code Section 468.25 in an effort to keep expenses down.

Iowa Code Section 468.25 states:

> *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.*

The open ditch takes 1.90 acres from production and the landowner should be compensated at fair market value. Average land values are compiled and published by Iowa State Extension Service and were considered in recommending compensation.

1725 North Lake Avenue + PO Box 458 + Storm Lake, IA 50588-7610
info@is-grp.com + www.is-grp.com
P: 712.732.7745

I+S GROUP

Included with this letter is a Corn Suitability Rating (CSR) map for the area under consideration, which shows the land to have a CSR value of 51. The average crop land value for Woodbury County is reported as $7,600/AC and the average CSR value of 49.7, for an average value of $153/AC/CSR point. Therefore we are recommending compensation for this right-of-way of $7,800/AC for the crop land, $3,000/AC for the grassland, and $2,500/AC for the timber land.

The landowner will maintain the right to farm the remaining 3.30 acres of adjacent access easement and the area is to be removed from property taxes however; crop damages will not be paid by the District in the future for access to maintain the facility. This easement area for maintenance of the facility is typically used on average twice during an individual's career as a farmer. Therefore, we recommend a compensation value equivalent to two (2) times the average cash rent for Woodbury County as published by Iowa State Extension, or $600 per acre.

Included with this letter is a table which shows the acres involved per landowner along with the recommended compensation. Also enclosed is the supporting documentation of land values from the Iowa State University Extension Service. A plat showing the location of the right-of-way is also provided for your reference. If you are willing to accept the recommended payment for the establishment of right-of-way of the Orton Slough Drainage District, please sign both copies of the letter. Please keep one copy of the letter for your records, and send the other in the return addressed stamped envelope. Record of this right-of-way will be maintained as part of the District records kept on file in the Auditor's Office of Woodbury County. If you would like to discuss the recommended compensation value, please contact Brian Blomme or Ivan Droessler at I+S Group (712-732-7745) at your convenience.

Sincerely,

Brian W. Blomme

Brian W. Blomme, P.E.
Project Engineer
I+S Group

c: Woodbury County Board of Supervisors
Mark Nahra, Woodbury County Engineer

I agree with the recommended compensation for right-of-way along the alignment of the Orton Slough Drainage District. By signing below, I will accept payment from the Orton Slough Drainage District for the right-of-way documented in the attached 2015 Right-of-Way Acquisition Table.

Landowner, Woodbury County **Date**

2015 RIGHT-OF-WAY ACQUISITION
ORTON SLOUGH DRAINAGE DISTRICT
WOODBURY COUNTY, IOWA

Owner	Section	Township	Range	Parcel	Station From	Station To	Total Required ROW, Ac.	Taken R.O.W. Acres	Easement ROW, Ac.	Taken Cropland $7,800/AC*	Taken Grassland $3,000/AC◊	Taken Timberland $2,500/AC•	Easement $600/AC□	Total Cost
WOODBURY COUNTY, LIBERTY TWP: T-87N, R-47W														
BROUILLETTE, DENNIS M	21	87	47	SE NW	0+00	6+54	1.00	0.40	0.60	$ -	$ 1,200.00	$ -	$ 360.00	$ 1,560.00
BECK, RANDALL T	21	87	47	SW NE	6+54	20+66	2.20	0.80	1.40	$ 6,240.00	$ -	$ -	$ 840.00	$ 7,080.00
	21	87	47	PT NE NE & PT SE NE	20+66	23+02	0.30	0.10	0.20	$ 780.00	$ -	$ -	$ 120.00	$ 900.00
SHERRICK PROPERTIES LLC	21	87	47	PT NE NE	23+02	34+18	1.70	0.60	1.10	$ -	$ -	$ 1,500.00	$ 660.00	$ 2,160.00
TOTALS FOR ORTON DRAINAGE DISTRICT=							**5.20**	**1.90**	**3.30**	**$ 7,020.00**	**$ 1,200.00**	**$ 1,500.00**	**$ 1,980.00**	**$ 11,700.00**

FOOTNOTES:

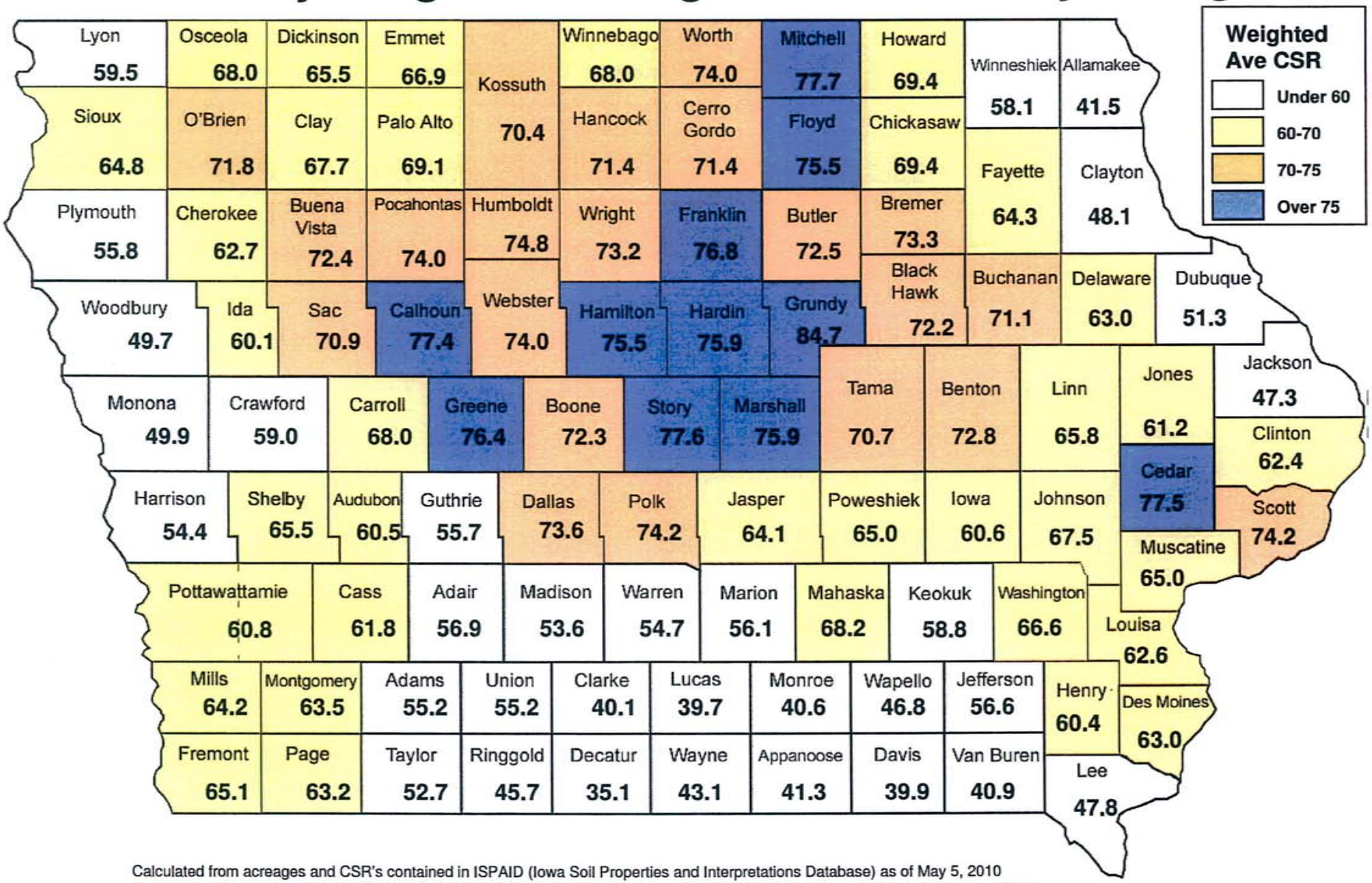
*Cropland Value is from the ISU Extension Ag Decsion Maker 2014 Land Values Report for Woodbury County

◊Grassland Value is from the Non-tillable Pasture Land Value from ISU Extension Ag Decision Maker 2015 Report for West Central Iowa

•Timber Land Value is from the ISU Extension Ag Decision Maker 2015 Land Values Report for West Central Iowa

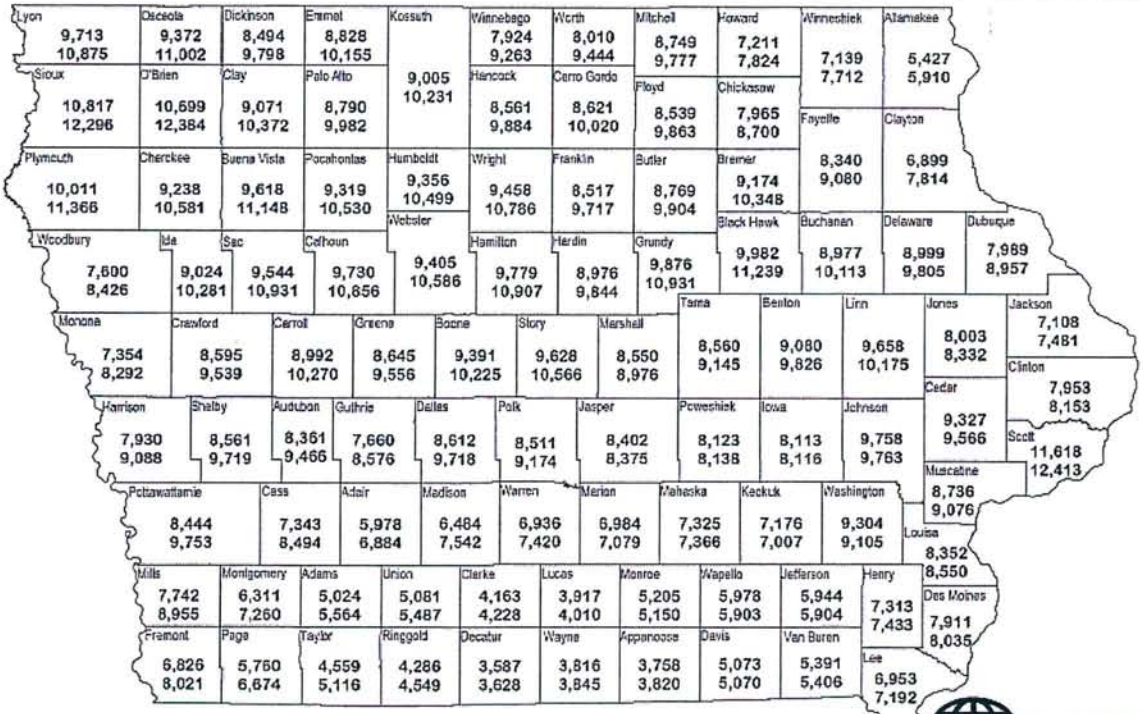
□Easement Value is two times Crop Cash Rent in Woodbury County from ISU Extension Ag Decision Maker 2015

County Weighted Average Corn Suitability Rating



Calculated from acreages and CSR's contained in ISPAID (Iowa Soil Properties and Interpretations Database) as of May 5, 2010
Prepared by Gerald A. Miller and Thomas E. Fenton, Professors of Agronomy, and Brad O'Neal, Department of Agronomy, Iowa State University, Ames, Iowa 50011

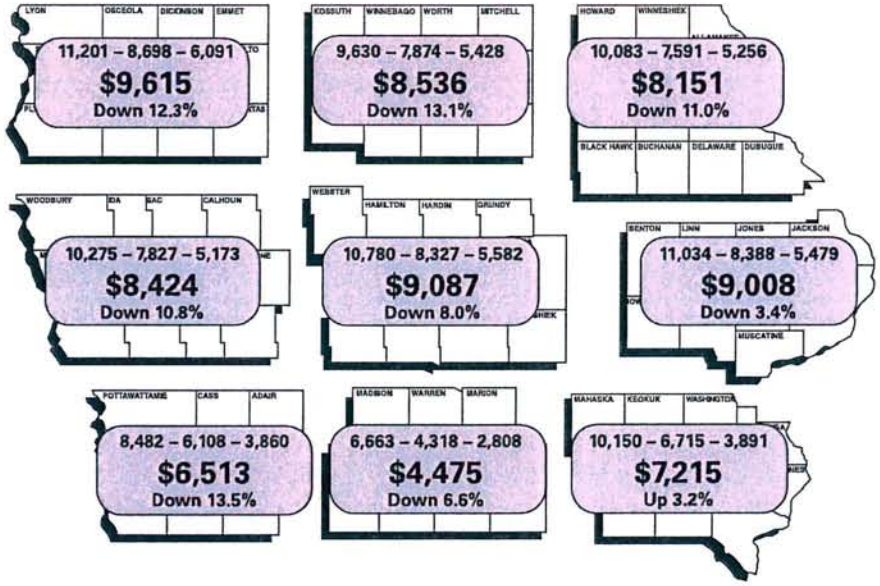
Figure 2. 2014 Land values by county.



County estimates of average dollar value per acre for Iowa farmland based on U.S. Census of Agriculture estimates and the Nov. 1, 2014, Iowa Land Value Survey conducted by Center for Agricultural and Rural Development, Iowa State University. The top figure is the estimated Nov. 1, 2014, value; the bottom figure is the estimated Nov. 1, 2013, value.

CARD
Center for Agricultural and Rural Development

Figure 3. 2014 Land values by crop reporting district.



Estimates of average dollar value per acre for high-, medium-, and low-grade farmland (top row) on Nov. 1, 2014, by Iowa Crop Reporting District; (middle row) the Crop Reporting District average; and (bottom row) the average percentage change from Nov. 1, 2013. The estimates are based on a survey conducted by Iowa State University, Center for Agricultural and Rural Development.

. . . and justice for all

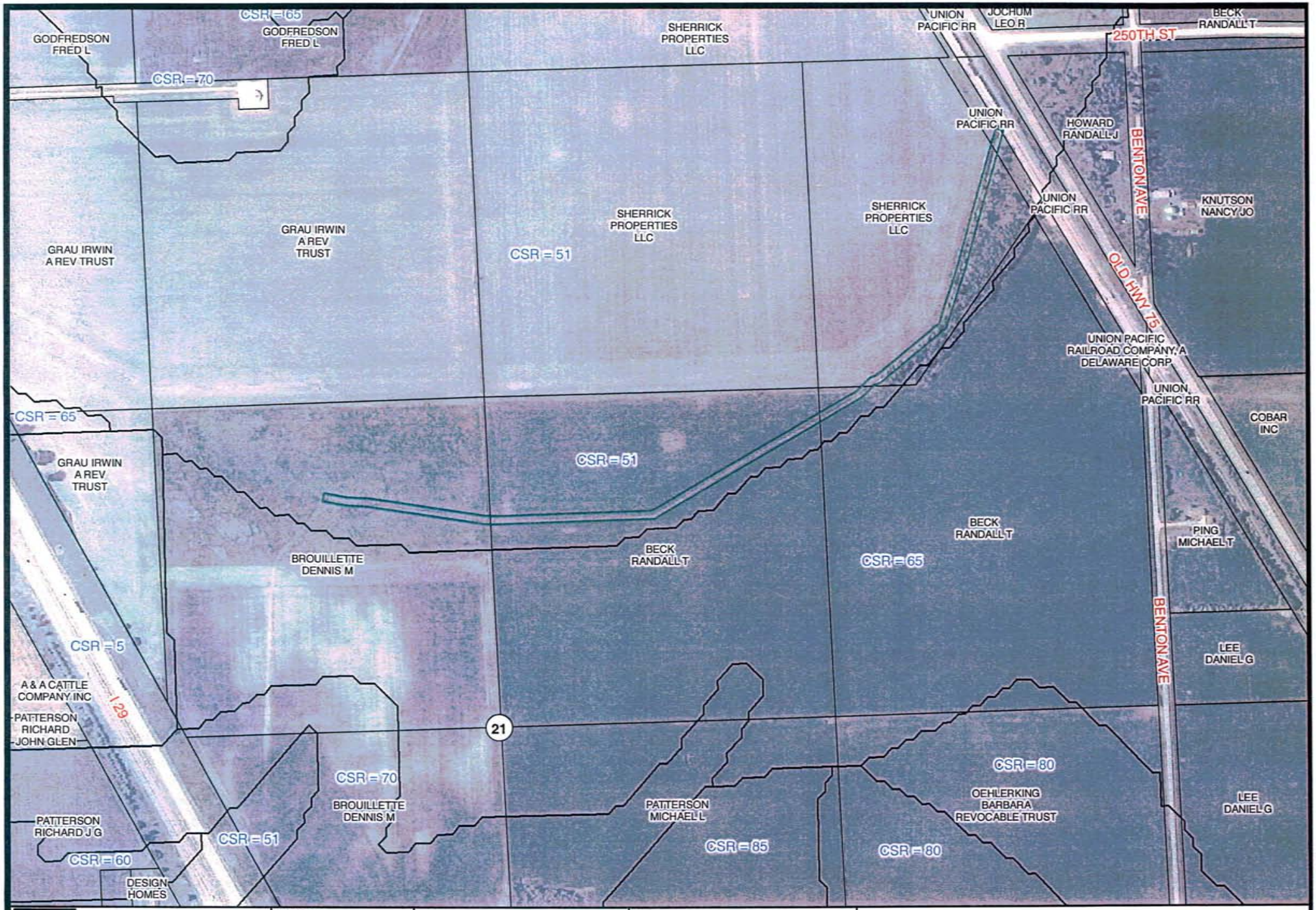
The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Many materials can be made available in alternative formats for ADA clients. To file a complaint of discrimination, write USDA, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call 202-720-5964.

Issued in furtherance of Cooperative Extension work, Acts of May 8 and July 30, 1914, in cooperation with the U.S. Department of Agriculture. Cathann A. Kress, director, Cooperative Extension Service, Iowa State University of Science and Technology, Ames, Iowa.

2015 CASH RENTAL SURVEY FOR CROP REPORTING DISTRICT 4

County	District Average	Audu-bon	Calhoun	Carroll	Crawford	Greene	Guthrie	Harrison	Ida	Monona	Sac	Shelby	Wood-bury
Number of responses[1]	163	10	18	11	13	10	16	15	9	12	16	19	14
2010 - 2014 avg. corn yield	162	159	162	159	168	159	146	160	179	155	165	170	163
2010 - 2014 avg. bean yield	48	50	45	49	52	45	46	46	53	46	49	51	48
Avg. row crop CSR2 index[2]	78	76	88	82	74	85	81	73	81	69	88	72	70
Typical Cash Rent for Corn and Soybeans, $ per tillable acre													
Overall average	$265	$256	$245	$267	$291	$252	$226	$263	$301	$269	$256	$259	$293
Irrigated land average	$316							$312					
High quality third													
Average response	$309	$298	$272	$312	$335	$298	$260	$308	$341	$341	$297	$301	$347
Range of responses		265-352	185-330	275-350	300-375	225-350	140-360	250-425	300-375	250-400	195-375	220-350	300-425
Medium quality third													
Average response	$266	$252	$246	$271	$288	$260	$224	$267	$303	$266	$259	$258	$294
Range of responses		200-319	175-300	225-310	250-350	200-310	136-300	230-350	260-350	140-350	180-300	200-300	230-375
Low quality third													
Average response	$220	$219	$216	$218	$251	$200	$194	$215	$259	$199	$212	$218	$239
Range of responses		190-280	160-270	135-295	180-300	125-295	130-250	120-275	220-300	120-225	145-280	175-280	185-275
Typical Corn Yield, bu. per acre													
High third	187	178	188	186	197	181	166	185	202	180	193	193	193
Middle third	169	165	171	168	178	165	149	166	182	160	174	175	174
Low third	144	143	147	144	152	140	121	143	161	138	143	152	145
Average Rents per 5 Year Average Yield or CSR2													
Rent per bu. of corn yield	$1.63	$1.61	$1.51	$1.68	$1.73	$1.58	$1.55	$1.64	$1.68	$1.74	$1.55	$1.52	$1.80
Rent per bu. of bean yield	$5.48	$5.12	$5.44	$5.45	$5.60	$5.60	$4.91	$5.72	$5.68	$5.85	$5.22	$5.08	$6.10
Rent per CSR2 index point[2]	$3.42	$3.37	$2.78	$3.26	$3.93	$2.96	$2.79	$3.60	$3.72	$3.90	$2.91	$3.60	$4.19
Typical Cash Rent for Oats, Hay, and Pasture, $ per acre[3]													
Alfalfa hay, established	$190						$115	$220					
Grass hay, established	$140							$183					
Oats	$161												
Improved perm. pasture	$94						$80	$99				$106	
Unimproved perm. pasture	$64						$59	$71				$69	
Pasture, $/AUM	$23												
Cornstalk grazing	$7							$6					
Hunting rights	$12												

[1] Number of responses is the number of individuals who provided information about typical rental rates in the county. Rental data was not collected by individual farm.
[2] CSR2 values updated August 2015 with the release of ISPAID Version 8.1.
[3] No values are reported if fewer than five responses were received.



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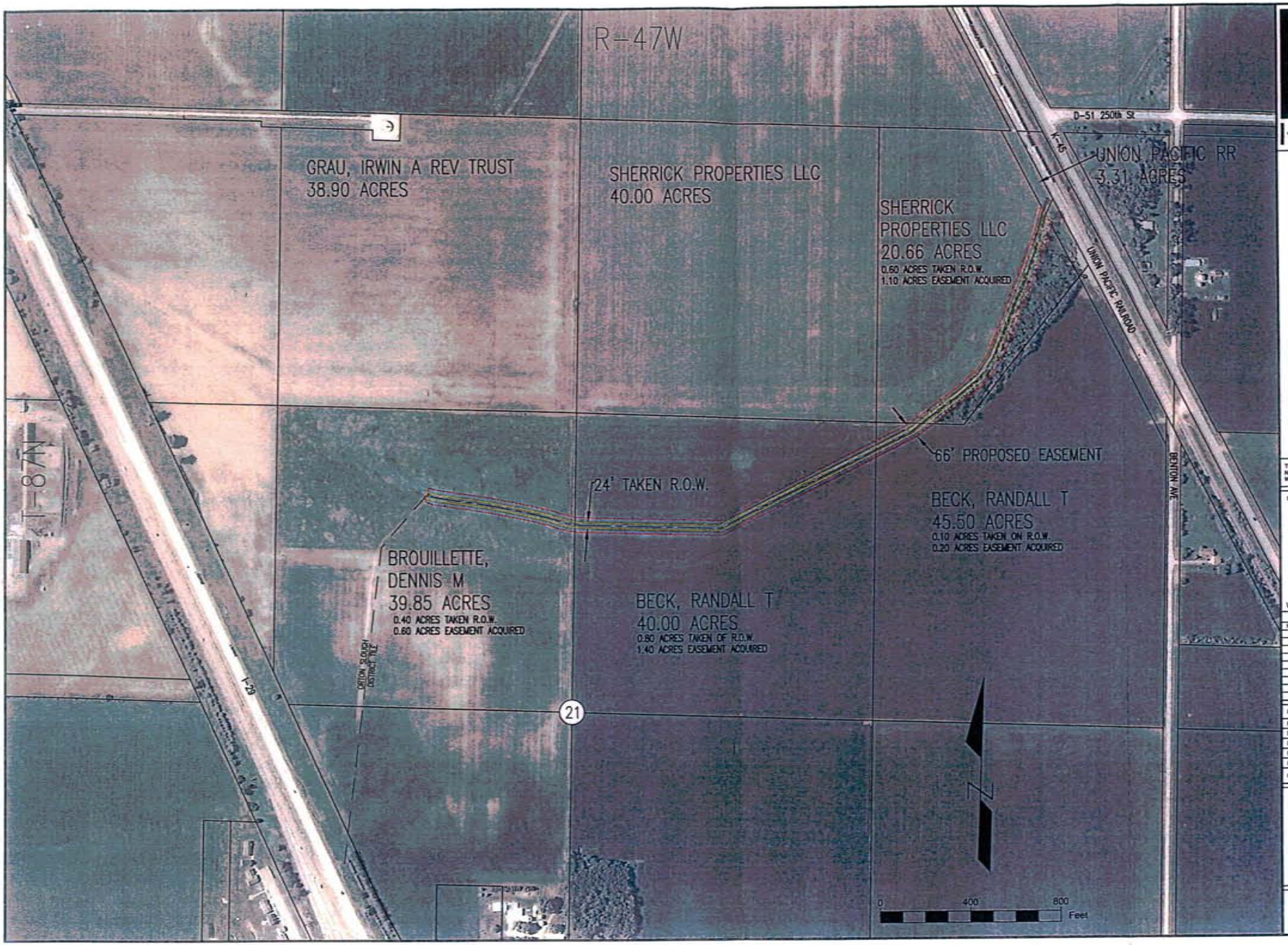
PN: 13-16118
Source: 2013 Color Orthophotograph

Legend:
Taken R.O.W.

Scale:
0 500 Feet
1 inch = 500 feet

N

DISTRICT MAP
ORTON SLOUGH DRAINAGE DISTRICT
Woodbury County, Iowa



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PROJECT

ORTON SLOUGH DRAINAGE DISTRICT

WOODBURY CO. IOWA

REVISION SCHEDULE

NO	DATE	DESCRIPTION

PROJECT NO.	13-18118
FILE NAME	18118 ROW PLAT
DRAWN BY	CDR
DESIGNED BY	
REVIEWED BY	BWB
ISSUE DATE	7-15-2015
CLIENT PROJECT NO.	

TITLE

RIGHT-OF-WAY PLAT

SHEET

1

SIOUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL
is Action

1122 PIERCE STREET
PO BOX 1077
SIOUX CITY IOWA 51102-1077
TELEPHONE (712) 279-6286
FAX (712) 279-6920
E-MAIL simpco@simpco.org

MEMORANDUM

* Draft is in the Board office for review.

TO: City Clerks and County Courthouses

FROM: Michelle Bostinelos, Transportation Planning Director

DATE: November 11, 2015

RE: Draft 2040 Long Range Transportation Plan

Please find enclosed a copy of the *Siouxland Interstate Metropolitan Planning Council (SIMPCO) Metropolitan Planning Organization (MPO) Draft FY 2040 Long Range Transportation Plan (LRTP).* The LRTP is a document prepared every five years by SIMPCO transportation planning staff. The plan is a tool for developing safe and efficient transportation improvements for the MPO region through the year 2040.

The LRTP is developed by SIMPCO transportation planning staff with input from the Transportation Technical Committee and the Policy Board of the SIMPCO MPO. The Iowa Department of Transportation (Iowa DOT), South Dakota Department of Transportation (SD DOT), the Nebraska Department of Roads (NDOR), Federal Highway Association (FHWA), and the Federal Transit Association (FTA) also provided input in the development of the LRTP.

Under the guidance of MAP-21 (Moving Ahead for Progress in the 21st Century) this plan addresses the deficiencies of the existing transportation system in the MPO planning area, analyzes the projected demand on that system, and identifies projects and policies to both preserve and enhance mobility.

SIMPCO is in the process of drafting the 2040 LRTP, with approval scheduled for January 7, 2015. The Draft Long Range Transportation Plan can also be found on the SIMPCO web page at http://www.simpco.org/Transportation/LongRangeTransportationPlans.aspx. There will be a Public Input Meeting to review the document on Wednesday, December 16 from 4:00 p.m. until 6:00 p.m. at the Wilbur Aalfs (Main) Library's Gleeson Room, 529 Pierce Street, Sioux City, Iowa.

We are asking that all City Halls and County Courthouses within the MPO planning area to place the draft of the 2040 LRTP for the public to be able to review and comment. All comments should be submitted to:

Michelle Bostinelos
Executive Director/Transportation Planning Director
SIMPCO, 1122 Pierce Street, PO Box 1077, Sioux City, IA 51102
Phone: 712-279-6286
Fax: 712-279-6920
Email: mbostinelos@simpco.org

The public comment period will end on December 18, 2015.

WOODBURY COUNTY E911 SERVICE BOARD

Chairman Gary Merkel
Vice-Chairman Max Dunnington
Executive Member Jeff Redmond
Executive Member David Amick
Treasurer Wendi Hess
Secretary Glenn Sedivy

MEETING NOTICE

DATE: November 19th , 2015

TIME: 7:30 p.m.

PLACE: Climbing Hill Substation

I. Meeting called to order

II. Approve minutes of the September 9, 2015 Regular Meeting

III. New Business

a. Approve any outstanding claims
b. Treasurer's Report's
c. Award bid for NG911 phone system
d. Authorize Chairman to sign application to the State for $100,000.00 grant application for funding towards NG911 phone system.
e. Fire Paging update
f. Salix Co Fire Paging site decommission.

V. Open Items

IV. Adjourn
(Next meeting)

NEXT REGULAR MEETING WEDNESDAY
January 13th , 2016 @ 6:30 pm

WOODBURY COUNTY E911 SERVICE BOARD

Chairman Gary Merkel
Vice-Chairman Max Dunnington
Executive Member Jeff Redmond
Executive Member David Amick
Treasurer Wendi Hess
Secretary Glenn Sedivy

Minutes March 11, 2015

The September 9th , 2015 regular meeting of the Woodbury County E-911 Service Board was called to order by Chairman Gary Merkel at 6:30 p.m. on September 9th , 2015 at the Sheriff's substation in Climbing Hill. The cities, towns and agencies represented were: Anthon, Bronson, Correctionville, Cushing, Danbury, Moville, Pierson, Sioux City, Sloan, County Supervisors, EOC, Sheriff and the Secretary.

Approve Minutes of the March 11, 2015 Regular Meeting

Pierson made a motion to approve the minutes, Sioux City seconded the motion, and all were in favor.

No Minutes for the May 13th and July 8th meetings as Quorum was not present

Approve any Outstanding Claims

No Outstanding

Treasurer's Report

Ending fund balance as of August 26, 2015 is $712,163.57 with a current radio loan payoff amount of $77,556.22 with a net difference of $634,607.35

Sloan made a motion to accept the Treasure's report, Bronson seconded the motion, and all were in favor.

Open Sealed Bids

Bids Received were

CenturyLink – Viper system
NG911, Inc. – Solacom system
Motorola – Emergency Call Works
SDN Communications – TCS Communications system

Review bids and turn them over to 911 Director for review

Bids will move into evaluation period and be awarded during November, 2015 meeting

Sioux City made a motion to moved received bids into evaluation period for the award of bid during thee November meeting, County Supervisors seconded the motion, and all were in favor.

Lease tower space from Long Lines for Salix Co Fire Paging

Glenn Sedivy informed the Board that Long Lines has indicated that we could Lease space for County Fire paging on the tower but did not want our equipment inside their building. The amount of the lease has not been determined at this time and was still in negotiations. Glenn asked to allow him to negotiate the price and take it to the Executive Board for their approval as there is a time restraint with Salix needing to take the water tower down and will cause the fire paging system to be out of service.

County Supervisors made a motion to allow Glenn to negotiate a lease price with Long Lines and work with the Executive Board for approval. Moville seconded the motion, and all were in favor.

Antennas, line and installation of the Salix Co Fire paging.

Glenn Sedivy Received a quote for $9,960.30 from Electronic Engineering to relocate the existing equipment with new Antennas and line to the Long Lines tower. Glenn asked to proceed with this if the Long Lines tower lease is negotiated.

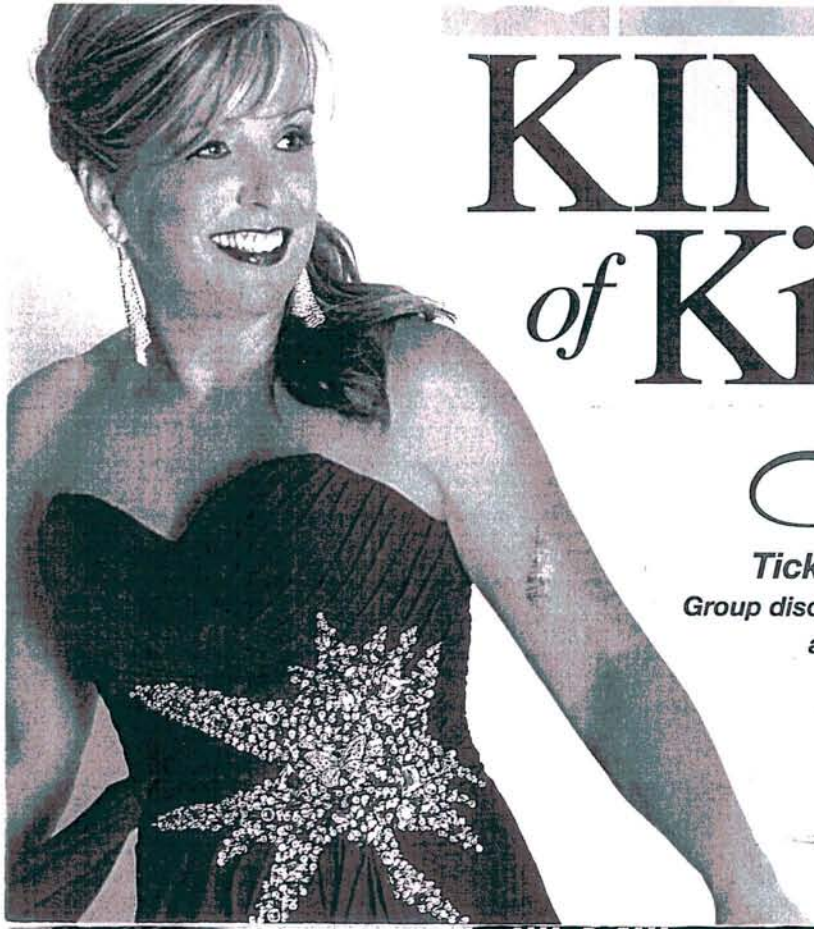
Sloan made a motion to allow the purchase if the lease with Long Lines is agreed upon, Sioux City seconded the motion, and all were in favor.

Open items

No open items

ADJOURN Pierson made a motion to adjourn, Coutny Supervisors seconded the motion, and all were in favor.

NEXT REGULAR MEETING November 19th at 7:30 PM



KING of Kings

Jill Miller
Nov. 28
7 pm
Orpheum

Tickets: $20 • Kids age 12 & under FREE
Group discounts for 10 or more • Available through 800.514.ETIX
at Sunrise • 712.276.3821 ext. 0 & at the door

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Jill Miller
Saturday
November 28
Orpheum • 7 pm

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Jimmy Nichols

FEATURING:
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Santa Clause
Lamb School of Theatre & Music

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WOODBURY COUNTY BOARD OF SUPERVISORS
DOUGLAS WALISH
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SIOUX CITY IA 51101-1248

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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.
October, 2015		
October 26, 2015		15
October 27, 2015	15	15
October 28, 2015	15	14
October 29, 2015	14	15
October 30, 2015	15	15
October 31, 2015	16	16
November, 2015		
November 1, 2015	14	14
November 2, 2015	14	

The Center averaged 14.7 residents during the 6:00 a.m. head count and 14.9 during the 6:00 p.m. check for a weekly average of 14.8 residents per day during the above week.

Of the fourteen residents detained on November 2, 2015 six or forty three percent were considered gang members. Of the six, two or thirty three percent were considered highly active.

We are currently detaining two juveniles from Dakota County and five from the BIA.

Mark Olsen
Director
WCJDC
November 2, 2015

WOODBURY COUNTY JUVENILE DETENTION CENTER

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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.
November, 2015		
November 2, 2015		15
November 3, 2015	15	15
November 4, 2015	15	15
November 5, 2015	15	15
November 6, 2015	15	12
November 7, 2015	12	14
November 8, 2015	14	14
November 9, 2015	15	

The Center averaged 14.4 residents per day during the 6:00 a.m. head count and 14.3 residents per day during the 6:00 p.m. check or a weekly average of 14.4 residents per day during the above week.

As of 6:00 a.m. on November 9, 2015 of the fifteen residents detained, six or forty percent were identfieid as gang members. Of the six, two or thirty three percent were identified as highly active.

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

Mark Olsen
Director
WCJDC
November 9, 2015

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

DATE	Day	DAILY TOTAL	LEC	ELECTRONIC MONITORING	PRAIRIE HILLS	FEDERAL PRISONERS
10/31/15	Saturday	224	212	12	0	18
11/1/15	Sunday	231	220	11	0	18
11/2/15	Monday	232	221	11	0	18
11/3/15	Tuesday	237	227	10	0	21
11/4/15	Wednesday	228	218	10	0	20
11/5/15	Thursday	212	201	11	0	13
11/6/15	Friday	207	194	13	0	13
		1571	1493	78	0	121

24 HOUR DAILY COUNT

DATE	TOTAL	MALE	FEMALE
10/31/15	251	205	46
11/1/15	249	203	46
11/2/15	251	199	52
11/3/15	257	207	50
11/4/15	255	206	49
11/5/15	260	215	45
11/6/15	230	190	40
	1753	1425	328

*Highest population count each day