

**MARCH 4, 2025, TENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, March 4, 2025, at 4:30 p.m. Board members present were Ung, Carper, Nelson (by phone) , Dietrich, and Bittinger II. Staff members present were Joshua Widman, Assistant County Attorney, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, and Michelle Skaff, Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. Motion by Bittinger second by Dietrich to approve the agenda for March 4, 2025. Carried 5-0. Copy filed.  
Motion by Bittinger second by Carper to approve the following items by consent:
  2. To approve minutes of the February 25, 2025 meeting. Copy filed.  
To approve minutes of the February 25,2025 special meeting. Copy filed.
  3. To approve the claims totaling \$413,616.70. Copy filed.
  - 4a. To approve the property tax refund for Plains Commerce Bank, parcel #894429178004, in the amount of \$2,477.00. Copy filed.
  - 4b. To approve the property tax refund for Charles E Porter, parcel #894717382016, in the amount of \$802.00. Copy filed.
  5. To receive the appointment of Kevin Reinking, 3415 150<sup>th</sup> St., Kingsley, as Rutland Township trustee, previously held by Charles Reinking, until the next regular/general election. Copy filed.
  6. To approve the appointment of Dustin Johnson, Maintenance Technician, Building Services Dept., effective 03-14-2025, \$22.92/hour. Job Vacancy posted on 1/15/25. Entry Level Salary: \$22.92/hour.; the reclassification of Andrew DeMers, Assistant County Attorney, County Attorney Dept., effective 03-17-2025, \$88,354.00/year, 5%=\$4,053.00/year. Per AFSCME Attorney - Move from Step 1 to Step 2. Anniversary Date: 3/18/25.; the appointment of Tanner Blatchford, Civilian Jailer, County Sheriff Dept., effective 03-17-2025, \$24.57/hour. Job Vacancy posted on 1/10/25. Entry Level Salary: \$24.57/hour.; the promotion of Tristen Vanderschaff, Jail Sergeant, County Sheriff Dept., effective 03-24-2025, \$36.76/hour, 37%=\$9.90/hr. Promoted to Sergeant.; and the promotion of Brandon Chapple, Jail Sergeant, County Sheriff Dept., effective 04-16-2025, \$36.76/hour, 23%=\$6.98/hr. Promoted to Sergeant. Copy filed.
  7. To approve the lifting of tax suspension for Faith Olander, parcel #894735482031, 4223 Peters Ave. Copy filed.

Carried 5-0.

8. Motion by Bittinger second by Dietrich to approve the fifth amendment for Tower Site Lease Amendment Agreement with AT& T Mobility Corporation/Cingular Wireless PCS. Carried 5-0. Copy filed.
- 10a. Motion by Bittinger second by Carper to award the bid for project #BROS-6012(602)—5F-97 and to approve and authorize the Chairperson to sign a Resolution bid and designation and authorization of County Engineer to electronic signature of contract and bond. Carried 5-0.

**BID AWARD AND DESIGNATION AND AUTHORIZATION OF COUNTY  
ENGINEER FOR ELECTRONIC SIGNATURE OF  
CONTRACT AND BOND  
RESOLUTION #13,862**

**WHEREAS**, the Board of Supervisors has received bids for the project captioned herein, and,

**WHEREAS**, the board has considered the bids and concurs with the Iowa DOT and the County Engineer’s recommendation to award the contract to the lowest responsible bidder, and:

**WHEREAS**, time is of the essence in locking in material prices in a rapidly changing cost environment currently being experienced by contractors and road agencies across the state, the Board is directing the County Engineer to electronically sign the contracts and bonds for the following project upon presentation of completed documents meeting contract requirements for the following project:

**BROS-6012(602)—5F-97**

**Bridge Replacement in the City of Pierson, On L25, Over STREAM, from 120<sup>th</sup> St north approx.. 0.5 miles, on W LINE S7 T89N R42W**

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors hereby awards the bid and directs the County Engineer is directed to electronically sign the contracts and bonds for the above captioned project upon presentation of final contract documents.

**Passed and approved this 4<sup>th</sup> day of March, 2025.**

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

10b. Motion by Bittinger second by Nelson to approve the pledge for Woodbury County support of NACE State Director position. Carried 5-0. Copy filed.

9a. A public hearing was held at 4:40 p.m. for authorization of a Loan Agreement and the Issuance of Notes to evidence the obligation of the County thereunder. The Chairperson called on anyone wishing to be heard.

Motion by Bittinger second by Dietrich to close the public hearing. Carried 5-0.

9b. Motion by Bittinger second by Carper to approve and authorize the Chairperson to sign a Resolution instituting proceedings to take additional action for the issuance of not to exceed \$700,000 taxable General Obligation Capital Loan Notes. Carried 5-0.

**RESOLUTION #13,860**

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE  
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO  
EXCEED \$700,000 TAXABLE GENERAL OBLIGATION  
CAPITAL LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of erecting, equipping, remodeling or reconstructing various public buildings including tuckpointing at the EMS Building and conference room remodeling and ceiling replacement at the Courthouse; and equipping various public buildings including software, hardware and other equipment, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$700,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys

may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 4<sup>th</sup> day of March, 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 9c. A public hearing was held at 4:45 p.m. for authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the County thereunder. The Chairperson called on anyone wishing to be heard.

Motion by Bittinger second by Dietrich to close the public hearing. Carried 5-0.

- 9d. Motion by Bittinger second by Carper to approve and authorize the Chairperson to sign a Resolution instituting proceedings to take additional action for the issuance of not to exceed \$500,000 taxable General Obligation Capital Loan Notes. Carried 5-0.

**RESOLUTION #13,861**  
**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE**  
**ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO**  
**EXCEED \$500,000 TAXABLE GENERAL OBLIGATION**  
**CAPITAL LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$500,000 General Obligation Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of demolition of abandoned, dilapidated, or dangerous buildings, structures or properties or the abatement of a nuisance including demolition of the old law enforcement center, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$500,000 General Obligation Capital Loan Notes, for the foregoing essential county purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 4<sup>th</sup> day of March, 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 11a. Motion by Bittinger second by Nelson to approve \$300,000 of L.O.S.T. fund and \$300,000 from Gaming funds to be transferred to the debt service levy. Carried 4-1, Carper opposed. Copy filed.

11b. Motion by Bittinger second by Carper to receive example of maximum levy mailer example. Carried 5-0. Copy filed.

Motion by Bittinger second by Dietrich to receive estimated budget levy information from Auditor Skaff. Carried 5-0. Copy filed.

Motion by Bittinger second by Dietrich to receive reductions to received budgets document. Carried 5-0. Copy filed.

Motion by Bittinger second by Dietrich to approve FY26 maximum county tax rates with updates and dollars of \$600,000 additional allocated to debt service for the auditor budget statement mailing. Carried 5-0. Copy filed.

12. Reports on committee meetings were heard.

13. Robin Schiro, Elk Point, expressed concerns about human trafficking.

14. Board Concerns were heard.

The Board adjourned the regular meeting until March 11, 2025.

Meeting sign in sheet. Copy filed.