

DECEMBER 10, 2024, FIFTIETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, December 10, 2024, at 4:00 p.m. Board members present were Ung, Radig, Nelson, Taylor, and Bittinger II. Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

Motion by Ung second by Nelson to go into closed session per Iowa Code Section 21.5(1)(a). Carried 4-0 on roll-call vote.

Taylor entered the meeting at 4:06pm.

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

Motion by Ung second by Radig to award relief to J.H. Carried 5-0.

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

1. Motion by Ung second by Radig to approve the agenda for December 10, 2024. Carried 5-0. Copy filed.

Motion by Taylor second by Ung to approve the following items by consent:

2. To approve minutes of the December 3, 2024, meeting. Copy filed.

3. To approve the claims totaling \$767,105.77. Copy filed.

4. To approve an application for 12-month Class C Retail Alcohol License, with Outdoor Service Sales privileges, for Lofted View Events, effective 12/5/24 through 12/4/25. Copy filed.

5. To approve the property tax refund request for Craig & Louis Deitloff, parcel #894710454040, in the amount of \$296.50. Copy filed.

6a. To receive for signatures a Resolution Thanking and Commending Faye Hill for her years of service with Woodbury County.

**WOODBURY COUNTY, IOWA
RESOLUTION #13,809
A RESOLUTION THANKING AND COMMENDING
FAYE HILL
FOR HER SERVICE TO WOODBURY COUNTY**

WHEREAS, Faye Hill has capably served Woodbury County as an employee of the Secondary Roads Department for 27 years from September 29, 1997 to December 31, 2024.

WHEREAS, the service given by Faye Hill as a Woodbury County employee, has been characterized by her dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Faye Hill for her years of service to Woodbury County; and

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

BE IT SO RESOLVED this 10th day of December 2024.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6b. To receive for signatures a Resolution Thanking and Commending Mark Nahra for his years of service with Woodbury County.

**WOODBURY COUNTY, IOWA
RESOLUTION #13,810
A RESOLUTION THANKING AND COMMENDING
MARK NAHRA
FOR HIS SERVICE TO WOODBURY COUNTY**

WHEREAS, Mark Nahra has capably served Woodbury County as an employee of the Secondary Roads Department for 15 years from January 1, 2009 to February 14, 2025.

WHEREAS, the service given by Mark Nahra as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Mark Nahra for his years of service to Woodbury County; and

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

BE IT SO RESOLVED this 10th day of December 2024.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6c. To approve and authorize the Chairperson to sign a Resolution to appoint Jean Logan as Representative of the Northwest Iowa Regional Housing Authority.

**RESOLUTION #13,811
CERTIFICATE OF APPOINTMENT OF REPRESENTATIVE
OF THE HOUSING AUTHORITY OF
WOODBURY COUNTY, IOWA**

WHEREAS, the Board of Supervisors of Woodbury County, Iowa, held a duly authorized regular meeting on the 10th day of December, 2024 and

WHEREAS, at said meeting it was duly noted that a resolution "Declaring the Need for a Housing Authority in Woodbury County, Iowa" had been previously passed and adopted;

AND WHEREAS, a resolution has been passed and adopted entitled "Resolution Approving and Authorizing the Execution of a Certain Joint Exercise of Powers Agreement for the purpose of Creating a Multi-County Housing Authority".

NOW, THEREFORE, Pursuant to the provision of Chapter 28E, Code of Iowa, and by virtue of our office as Board of Supervisors, we hereby appoint the one (1) person hereinafter named to serve as Representative of the Northwest Iowa Regional Housing Authority, representing Woodbury County, Iowa, and to serve for the number of years appearing after the person's name, respectively, from the 10th day of December, 2024 to the 10th day of December, 2027.

Name of Representative: Jean Logan Number of years: 3

IN WITNESS WHEREOF, I have hereunto signed my name, as Chairperson of the Board of Supervisors of Woodbury County, Iowa, and caused the official corporate seal of said Woodbury County, Iowa to be attached hereto this 10th day of December, 2024.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 6d. To approve the appointment of Treyla Lee to the Judicial Magistrate Nomination Commission. Copy filed.
- 6e. To approve the lifting tax suspension for petitioners who failed to re-certify their income or income does not qualify for continues tax suspension. Copy filed.
- 7a. To approve the reclassification of Hayden Harmon, Civilian Jailer, County Sheriff Dept., effective 09-16-2024, \$26.86/hour, 5%=\$1.29/hr. Per Sheriff Accounting for Previous Years of Service. Move from 2nd to 1st Class.; the reclassification of Tristen Vanderschaaf, Civilian Jailer, County Sheriff Dept., effective 03-18-2024, \$26.86/hour, 5%=\$1.29/hr. Per Sheriff Accounting for Previous Years of Service. Move from 2nd to 1st Class.; the reclassification of James Krause, Sign Technician, Secondary Roads Dept., effective 12-09-2024, \$29.28/hour, 1%=\$0.30/hr. Per CWA: From Step 3 to Step 4. Anniversary Date: 12/16/2024.; the reclassification of Donovan Masters, Deputy, County Sheriff Dept., effective 12-09-2024, \$39.64/hour, 10%=\$3.58/hr. Per CWA: From Senior to Master. Anniversary Date: 12/18/2024.; the reclassification of Aaron Tompkins, Correction Officer, County Sheriff Dept., effective 12-09-2024, \$26.86/hour, 5%=\$1.29/hr. Per CWA: From 2nd Class to First Class. Anniversary Date: 12/16/2024.; the other of Lisa Anderson, Secretary PT, Human Resources Dept., effective 12-09-2024, \$30.72/hour, 7%=\$2.00/hr. Transfer from PT Temp to PT. In-house Job Vacancy Posted 11/27/2024.; the appointment of Jared Magana, Youth Worker, Juvenile Detention Dept., effective 12-12-2024, \$22.05/hour. Job Vacancy Posted on 10/23/2024. Entry Level Salary \$22.05/hour.; the appointment of Courtney Sherrill, Clerk II, County Attorney Dept., effective 12-17-2024, \$20.14/hour. Job Vacancy Posted on 2/28/2024. Entry Level Salary: \$20.14/hour.; the separation of Willie Garrett, %Deputy Captain, County Sheriff Dept., effective 01-29-2025. Retired.; and the separation of Mark Nahra, County Engineer, Secondary Roads Dept., effective 02-14-2025. Retired. Copy filed.
- 7b. To approve the request of Willie Garrett to remain on County Health and County Dental Insurance family plans. Copy filed.
- 7c. To approve the request of Pat Gill to remain on the County Dental Insurance. Copy filed.
- 7d. To approve the renewal of 2025 casualty insurance. Copy filed.
- 7e. To approve the part time HR secretary and deauthorize the temporary secretary position. Copy filed.

Carried 5-0.

8. Public comments were heard for creation of Salix Drainage District.

Kevin Nelson, Salix Mayor, and Greg Jochum, 1629 270th, Salix, commented in support of the report.

Motion by Radig second by Nelson to approve the engineer's report for creation of Salix Drainage District. Carried 5-0. Copy filed.

- 9a. Motion by Ung second by Radig to receive the final report and the Zoning Commission's recommendation from their 11/25/24 meeting to approve the final plat of Oakridge Addition, a minor subdivision, to Woodbury County, Iowa. Carried 5-0. Copy filed.
- 9b. Motion by Radig second by Ung to approve and authorize the Chairperson to sign a Resolution accepting Oakridge Addition, a minor subdivision to Woodbury County, Iowa. Carried 5-0.

**ACCEPTING AND APPROVING OAKRIDGE ADDITION
A MINOR SUBDIVISION
WOODBURY COUNTY, IOWA**

Whereas, the Planning and Zoning Commission and the Woodbury County Board of Supervisors have reviewed and approved the Final Plat of Oakridge Addition to Woodbury County, Iowa, and whereas approval of the Final Plat of Oakridge Addition to Woodbury County, Iowa has been recommended to the Woodbury County Board of Supervisors by the Planning and Zoning Commission. Now, therefore be, and it is, resolved by the Woodbury County Board of Supervisors, that said Final Plat of Oakridge Addition to Woodbury County, Iowa, as hereto attached and forming part of this Resolution be, and the same hereby is, accepted and approved.

Dated 12-10, 2024
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 9c. Motion by Radig second by Ung to receive the final report and the Zoning Commission’s recommendation from their 11/25/24 meeting to approve the final plat of JW Collins Homestead, a minor subdivision, to Woodbury County, Iowa. Carried 5-0. Copy filed.
- 9d. Motion by Ung second by Radig to approve and authorize the Chairperson to sign a Resolution accepting JW Collins Homestead, a minor subdivision to Woodbury County, Iowa. Carried 5-0.

**BOARD OF SUPERVISORS
RESOLUTION #13,813
ACCEPTING AND APPROVING JW COLLINS HOMESTEAD
A MINOR SUBDIVISION
WOODBURY COUNTY, IOWA**

WHEREAS, THE OWNERS AND PROPRIETORS DID ON THE 25th DAY OF November, 2024, FILE WITH THE WOODBURY COUNTY ZONING COMMISSION A CERTAIN PLAT DESIGNATED AS "JW Collins Homestead", WOODBURY COUNTY, IOWA; AND
WHEREAS, IT APPEARS THAT SAID PLAT CONFORMS WITH ALL OF THE PROVISIONS OF THE CODE OF THE STATE OF IOWA AND ORDINANCES OF WOODBURY COUNTY, IOWA, WITH REFERENCE TO THE FILING OF SAME; AND
WHEREAS, THE ZONING COMMISSION OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT; AND
WHEREAS, THE COUNTY ENGINEER OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT.
NOW THEREFORE, BE, AND IT IS HEREBY RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, THAT THE PLAT OF ""JW Collins Homestead", WOODBURY COUNTY, IOWA BE, AND THE SAME IS HEREBY ACCEPTED AND APPROVED, AND THE CHAIRMAN AND SECRETARY OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, ARE HEREBY DIRECTED TO FURNISH TO THE OWNERS AND PROPRIETORS A CERTIFIED COPY OF THIS RESOLUTION AS REQUIRED BY LAW.

PASSED AND APPROVED THIS 10th DAY OF December, 2024.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 10. Reports on committee meetings were heard.
- 11. Doyle Turner, Merville, expressed concerns regarding the law enforcement authority.

Greg Jochum, Salix, and Kevin Nelson, Salix, commended exiting board members and county engineer for their service.

12. Board Concerns were heard.

The Board adjourned the regular meeting until December 17, 2024.

Meeting sign in sheet. Copy filed.