



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(OCTOBER 13 2020) (WEEK 42 OF 2020)**

Live streaming at:  
<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:  
[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

**Live telephonic access at: 712-224-6014**

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>	Justin Wright 899-9044 <a href="mailto:jwright@woodburycountyiowa.gov">jwright@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 13, 2020 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.

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, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, your remarks may be limited 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 first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please silence cell phones and other devices while in the Board Chambers.

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## **AGENDA**

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

- |                           |             |
|---------------------------|-------------|
| 1. Citizen Concerns       | Information |
| 2. Approval of the agenda | Action      |

### **Consent Agenda**

**Items 3 through 8 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

3. Approval of the minutes of the October 6, 2020 meeting
4. Approval of claims
5. Board Administration – Karen James  
Approval of resolution for a tax suspension for B.H.
6. Receive Commission of Veteran Affairs quarterly report

7. Juvenile Detention – Ryan Weber  
Receive Juvenile Detention Center September Population Report
8. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process

**End Consent Agenda**

9. WCICC – IT – John Malloy  
Approval to proceed with the FY 21 County PC and Multi-Function Printers Replacement Projects Action
- 4:45 p.m.** 10. Building Services – Kenny Schmitz  
(Set time)
  - a. Public hearing on courthouse chiller project
  - b. Approval to receive and open Courthouse Chiller Project bids submissions on November 9, 2020 at 3:00 p.m. at the Woodbury County Courthouse Board of Supervisors First Floor Boardroom Action
  - c. Authorize the County Auditor’s Office to open bid submissions for the Courthouse Chiller Project Action
  - d. Approval to officially receive bids on November 10, 2020 at 4:45 p.m. Woodbury County Courthouse Board of Supervisors Meeting and award contract to the lowest responsive, responsible bidder at that time Action
11. Secondary Roads – Mark Nahra
  - a. Approve transfer of Farm to Market funds for material testing to the IDOT for project number BROS-CO97 (129)—5F-97, bridge replacement on Union Ave. north of 200<sup>th</sup> Street in the amount of \$1,430.31 Action
  - b. Approve the certificate of completion of project L-B(C160)—73-97 with Graves Construction of Spencer, Iowa for \$620,679.97 Action
  - c. Receive bids for project number L-B(C274)—73-97 and return them to the county engineer for review and recommendation Action
  - d. Award bid if low quote is clearly determined by bid results Action
12. Reports on Committee Meetings Information
13. Citizen Concerns Information
14. Board Concerns Information

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- WED., OCT. 14 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- THU., OCT. 15 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., OCT. 16 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
- WED., OCT. 21 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 10:00 a.m.** Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- THU., OCT. 22 11:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce
- MON., OCT. 26 6:00 p.m.** Zoning Commission Meeting, First Floor Boardroom
- TUE., OCT. 27 2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED., OCT. 28 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- MON., NOV. 2 6:00 p.m.** Board of Adjustment meeting, First Floor Boardroom
- TUE., NOV. 3 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., NOV. 4 9:00 a.m.** Loess Hills Alliance Protection Meeting, Pisgah, Iowa
- 10:30 a.m.** Loess Hills Alliance Stewardship Meeting
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.** Loess Hills Alliance Executive Meeting
- THU., NOV. 5 10:00 a.m.** COAD Meeting, The Security Institute
- WED., NOV. 11 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 6:30 p.m.** 911 Service Board Meeting, Public Safety Center, Climbing Hill
- 8:00 p.m.** County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- THU., NOV. 12 12:00 p.m.** SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

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

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

OCTOBER 6, 2020, FORTY-FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, October 6, 2020 at 4:30 p.m. Board members present were Pottebaum, Radig, De Witt, Ung, and Wright(by phone). Staff members present were Karen James, Board Administrative Assistant, Melissa Thomas, HR Director, Dennis Butler, Budget/Tax Analyst, and Patrick Gill, 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. There no citizen concerns.
- 2. Motion by Ung second by De Witt to approve the agenda for October 6, 2020, Carried 5-0. Copy Filed.

Motion by Ung second by De Witt to approve the following items by consent:

- 3. To approve minutes of the September 29, 2020 meeting. Copy filed.
- 4. To approve the claims totaling \$209,662.15. Copy filed.
- 5. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Kelsey Brady, parcel #894711226008, 1630 Douglas St.

**WOODBURY COUNTY, IOWA  
RESOLUTION #13,065  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Kelsey Glessner Brady, is the titleholder of property located at 1630 Douglas St., Sioux City, IA, Woodbury County, Iowa, and legally described as follows:

Parcel #894711226008

**LEEDS LOT 24 BLOCK 5**

**WHEREAS**, Kelsey Glessner Brady is the titleholder of the aforementioned property have petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

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

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

**SO RESOLVED** this 6th day of October, 2020.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 6. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894825205034, 3611 W. 4<sup>th</sup> St. Cir., Sioux City, IA.

**RESOLUTION #13,066  
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 Three (3) in Block Eight (8) of Golf View Addition, City of Sioux City, Woodbury County, Iowa (3611 W. 4<sup>th</sup> St. Cir.)**

**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 **20<sup>th</sup> Day of October, 2020 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 on the **20<sup>th</sup> Day of October, 2020**, immediately following the closing of the public hearing to the **City of Sioux City only per Code of Iowa 331.361(2).**
3. That said Board proposes to sell the said real estate to the **City of Sioux City only for consideration of \$1.00 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 6<sup>th</sup> Day of October, 2020  
 WOODBURY COUNTY BOARD OF SUPERVISORS  
 Copy filed.

- 7a. To approve the separation of Timothy Lake, Custodian, Building Services Dept., effective 09-30-20. Separation; and the reclassification of Christopher Tritz, P/T Youth Worker, Juvenile Detention Dept., effective 10-23-20, \$20.62/hour, 4%=\$.79/hr. Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 1 to Grade 1/Step 2. Copy filed.
- 7b. Presentation of Award of Certification for 4 hours paid time off to Cynthia Wiemold. Copy filed.

Carried 5-0.

8. Motion by Ung second by Pottebaum to approve and receive for signatures a Resolution for Proclamation for Domestic Violence Awareness Month. Carried 5-0.

**WOODBURY COUNTY, IOWA**  
**RESOLUTION #13,067**  
**PROCLAMATION FOR DOMESTIC VIOLENCE AWARENESS MONTH**

WHEREAS, domestic violence is a serious crime affecting individuals and families in all Siouxland communities; all races, ages, income levels, lifestyles and sexes; and in fact is probably affecting someone you know; and every 9 seconds someone experiences the crime of domestic violence; and

WHEREAS, one in three women will be a victim of violence in her lifetime; domestic violence violates an individual's human rights by destroying dignity, security, and self-worth due to the systematic use of physical, emotional, sexual, psychological, and economic control or abuse; SafePlace works every day to help end these acts of violence and to help rebuild the lives of the survivors; and

WHEREAS, in Siouxland, SafePlace is available 24 hours a day and last year responded to nearly 2000 victims, provided 11,026 nights of shelter to 413 adults and 305 children fleeing domestic abuse and despite high census, no one in an unsafe situation was turned away; and

WHEREAS, the impact of domestic violence affects all of the members of the community, and only a coordinated community response will put a stop to these atrocious crimes and assure funding is continuously available to provide these lifesaving services; and

NOW, THEREFORE, I, Matthew Ung, Chairman, on behalf of the Woodbury County Board of Supervisors, do hereby proclaim the month of October, 2020 as

*"DOMESTIC VIOLENCE AWARENESS MONTH"*

in Woodbury County, Iowa and urge all citizens to actively participate in the scheduled events and programs and to think about the fact that it is someone you know.

BE IT SO RESOLVED this 6<sup>th</sup> day of October, 2020.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 9a. Motion by Radig second by Ung to receive the Zoning Commission's recommendation and final report from their 9/28/20 meeting to approve the final plat of Anderson's Country Estates, a Minor Subdivision. Carried 5-0. Copy filed.
- 9b. Motion by Pottebaum second by Radig to approve the Anderson's Country Estates, Minor subdivision plat with the condition and affidavit be filed along with the plat with a corrected legal description based on the measured dimensions of the lots to assure an accurate legal description of both lots is carried forward in the future, and authorize the Chairperson to sign the Resolution. Carried 5-0.

**BOARD OF SUPERVISORS  
RESOLUTION #13,068  
RESOLUTION ACCEPTING AND APPROVING THE PLAT OF  
ANDERSON'S COUNTRY ESTATES, A MINOR SUBDIVISION  
TO WOODBURY COUNTY, IOWA**

WHEREAS, THE PLANNING AND ZONING COMMISSION AND THE WOODBURY COUNTY BOARD OF SUPERVISORS HAVE REVIEWED AND APPROVED THE FINAL PLAT OF ANDERSON'S COUNTRY ESTATES, A MINOR SUBDIVISION TO WOODBURY COUNTY, IOWA, AND WHEREAS APPROVAL OF THE FINAL PLAT OF ANDERSON'S COUNTRY ESTATES, A MINOR SUBDIVISION 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 ANDERSON'S COUNTRY ESTATES, A MINOR SUBDIVISION TO WOODBURY COUNTY, IOWA, AS HERETO ATTACHED AND FORMING PART OF THIS RESOLUTION BE, AND THE SAME HEREBY IS, ACCEPTED AND APPROVED.

DATED OCTOBER 6, 2020  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 10a. Motion by Radig second by Ung to approve the form of contract, plans, and specifications for the Courthouse Chiller Project to be used in the competitive bid process. Carried 5-0. Copy filed.
- 10b. Motion by Radig second by Ung to set Woodbury County Chiller project hearing date of October 13, 2020 at 4:45 p.m. at the Woodbury County Courthouse Board of Supervisors meeting room lower level. Carried 5-0. Copy filed.
- 11. Motion by Pottebaum second by Radig to approve the contract for PCC Patching 2020. Carried 5-0. Copy filed.
- 12. The Board heard reports on committee meetings.
- 11. There were no citizen concerns.

12. Board concerns were heard.

The Board adjourned the regular meeting until October 13, 2020.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY, IOWA  
BOARD ADMINISTRATION  
MEMORANDUM**

**TO:** Board of Supervisors  
**FROM:** Karen James, Board Administrative Assistant  
**RE:** Consideration of a Petition for a Tax Suspension  
**DATE:** October 8, 2020

Please consider this request for a tax suspension for B.H. If the Board approves this request, the suspension resolution requires the chairman's signature

Thank you.

kmj



QUARTERLY REPORT  
COMMISSION OF VETERAN AFFAIRS

STATE OF IOWA  
WOODBURY COUNTY

We, the undersigned, members of the Commission of Veteran Affairs, hereby certify that the following is a correct statement of the initials and amounts of assistance given to persons entitled to relief under Chapter 35 of the Code of Iowa, and for the quarter ending September 30, 2020 – 1<sup>st</sup> Quarter (July, August and September 2020).

*[Handwritten signatures: Julie Hye, Kelly M. Majell, Kathy M. Mays, Emily C. Olyk]*

Members of Veteran Affairs Commission

VETERAN	ASSISTANCE AMT
1014	\$940.00
1079	\$1,000.00
1080	\$2,240.00

**TOTAL ASSISTANCE FY 20 – 21 1st QUARTER: \$ 4,180.00**

**Woodbury County Juvenile Detention Center September**  
**Census**

**BIA**

1. 65 Days 15 Hours (As of 10/1/2020)
2. 1 Day 13 Hours (When Released)
3. 1 Day 5 Hours (When Released)
4. 1 Day 1 Hour (When Released)

**Out of County Holds**

1. 40 Days 14 Hours (When Released) Dakota Co.
2. 7 Days 2 Hours (When Released) Dakota Co.
3. 3 Hours 55 Minutes (When Released) Adult Court. Monona Co.
4. 28 Days 2 Hours (As of 10/1/20) Dakota Co.
5. 20 Days 5 Hours (As of 10/1/20) Dakota Co.
6. 8 Days 2 Hours (As of 10/1/20) Dakota Co.
7. 1 Day 7 Hours (As of 10/1/20) Monona Co.

**Woodbury County Adult Court**

1. 11 Days 20 Hours (When Released)

**Woodbury County Juvenile Holds**

1. 21 Days (When Released)
2. 17 Days 11 Hours (When Released)
3. 28 Days 21 Hours (As of 10/01/20)
4. 11 Days 2 Hours (When Released)
5. 15 Days 15 Hours (As of 10/01/20)
6. 11 Days 22 Hours (When Released)

## **Omaha Nation Tribal Holds**

1. 1 Day 12 Hours (When Released)
2. 7 Days 12 Hours (When Released)
3. 7 Days 12 Hours (When Released)
4. 5 Days 20 Hours (As of 10/01/20)
5. 3 Days 11 Hours (When Released)
6. 3 Days 1 Hour (When Released)

## **Intake and Release**

1. 30 Minutes
2. 2 Hours
3. 10 Hours 50 Minutes
4. 1 Hour 30 Minutes
5. 1 Hour 40 Minutes
6. 4 Hours 25 Minutes
7. 2 Hours 30 Minutes
8. 5 Hours 25 Minutes
9. 1 Hour 25 Minutes
10. 50 Minutes
11. 1 Hour 10 Minutes
12. 15 Minutes
13. 13 Hours
14. 1 Hour 55 Minutes
15. 1 Hour 30 Minutes
16. 3 Hours 20 Minutes
17. 1 Hour 15 Minutes
18. 3 Hours 25 Minutes
19. 1 Hour 10 Minutes
20. 12 Hours 5 Minutes

**21. 1 Hour 35 Minutes**

**22. 20 Hours**

**23. 1 Hour**

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 13, 2020

\* 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
Hansen, Kelly	Veteran Affairs	10-07-20	Director			S	Separation.

APPROVED BY BOARD DATE:

\_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR:

*Melissa Thomas HR Director*

#8b

HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA

DATE: October 13, 2020

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Veteran Affairs	Director	Wage Plan: \$57,000 - \$65,000/year		

\_\_\_\_\_  
Chairman, Board of Supervisors

Sent from my iPhone

Begin forwarded message:

**From:** Lincoln Ryan <lryan@woodburycountyiowa.gov>  
**Date:** October 7, 2020 at 1:47:17 PM CDT  
**To:** Melissa Thomas <melissathomas@woodburycountyiowa.gov>  
**Subject: Re: Director position**

Roger.

Melissa can we get the Executive Director position posted externally. With a salary range of \$57-65k. I am anticipating getting a quality candidate with credentials.

Thank you

Lincoln Ryan

Chairman Woodbury County Commission of Veteran Affairs

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

**#9**

Date: 10/07/2020 Weekly Agenda Date: 10/13/20

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** John Malloy, WCICC-IT

**WORDING FOR AGENDA ITEM:**

Approval to Proceed with the FY21 County PC and Multi-Function Printers (MFPs) Replacement Projects.

**ACTION REQUIRED:**

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

**EXECUTIVE SUMMARY:**

WCICC-IT requests funding to move forward with the FY21 County PC and MFPs Replacement projects. The projects includes desktops, laptops, monitors and MFPs for County departments.

**BACKGROUND:**

Warranties for County desktops and laptops have expired in 2020 and need to be replaced. Also, the five year maintenance agreement for the MFPs has expired. The City has replaced their MFPs in April 2020. Pricing for the County will be based of pricing received for the City's replacement project.

**FINANCIAL IMPACT:**

The estimated costs are as follows: Laptops and Monitors - \$49,584.01, Desktops and Monitors - \$21,074 and MFPs - \$23,000. The total estimated replacement cost is \$93,658.01.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

- Yes
- No

**RECOMMENDATION:**

WCICC-IT recommends the approval to purchase Laptops, Desktops, Monitors and MFPs for FY21 replacement.

**ACTION REQUIRED / PROPOSED MOTION:**

Discussion and action to approve the purchases of Laptops, Desktops, Monitors and MFPs for FY21 replacement.



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

Date: 10/08/2020

Weekly Agenda Date: 10/13/2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Chiller Project- Public Hearing

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Public Hearing- 4:45 pm Set Time - Pursuant to Iowa Chapter 26.12 Conduct Public Hearing  
Courthouse Chiller project-  
Request input/ comments from interested or concerned parties on specifications, drawings, contract, or costs on improvement.

**BACKGROUND:**

October 6th, 2020- Board of Supervisors approves plans, specifications, & form of contract and sets hearing date.  
June 2nd, 2020- Board of Supervisors approves Courthouse Chiller Replacement Project Engineering & Architectural Contract  
May 26th, 2020- Board of Supervisors receives information on chiller & need for project.  
April, 2020- Courthouse HVAC chiller experiences a severe refrigerant leak. Temporary repair (\$17,000) to mitigate leakage & refrigerant replacement is conducted. Major over-haul or replacement is advised by Trane Company.

**FINANCIAL IMPACT:**

To Be Determined by Competitive Bids  
2021 CIP- (\$250,000) Project #9101-21 CHILLER  
Project Estimate (Prior to Bid)- \$875,000

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Conduct public hearing 4:45 pm set time. Request any comments either for or against project.

**ACTION REQUIRED / PROPOSED MOTION:**

Public Hearing Courthouse Chiller Project

Conduct public hearing 4:45 pm set time. Request any comments either for or against project.

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

**#10  
b&c**

Date: October 8th, 2020 Weekly Agenda Date: October 13th, 2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Chiller Project- Set date, time, and place to receive and open bid submissions.  
Authorize opening of bids.

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Give Direction <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/>               |

**EXECUTIVE SUMMARY:**

Pursuant to Iowa Chapter 26.7 set date, time, and place to open bid submissions.  
Authorize County Auditor's Office (Chapter 26.11 delegation of authority) to open bids.

**BACKGROUND:**

Interested party submissions for the Courthouse Chiller Project- Pursuant to Iowa Chapter 26 Bid Law must have a set date, time, place to receive and open bids.

**FINANCIAL IMPACT:**

To be determined by the competitive bid process.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Set date, time, place to receive and open Courthouse Chiller Project bid submissions-  
November 9th, 2020 at 3:00 PM (CST) Woodbury County Courthouse Board of Supervisors First Floor Boardroom.

Approve the County Auditor's Office to open said bids.

**ACTION REQUIRED / PROPOSED MOTION:**

1. Motion to receive and open Courthouse Chiller Project bid submissions November 9th, 2020 at 3:00 PM (CST) at the Woodbury County Courthouse Board of Supervisors First Floor Boardroom.
2. Motion to authorize the County Auditor's Office to open bid submissions for the Courthouse Chiller Project.

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

#10d

Date: 10/08/2020 Weekly Agenda Date: 10/13/2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Courthouse Chiller Project-  
Set Date, Time, and Place to Officially Receive Bid Submissions and Award Contract to Lowest Responsive, Responsible Bidder.

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/>               |

**EXECUTIVE SUMMARY:**

Pursuant to Iowa Chapter 26.7 and 26.9 set dates, times, and places must be established to officially receive bids and award contract to the lowest responsive, responsible bidder.

**BACKGROUND:**

- 10/06/20- Board approves Chiller Project plans, specifications, form of contract, and sets hearing date.
- 6/20/20- Board approves Engineering & Architectural Services
- 5/26/20- Board receives information on need for chiller project
- 4/2020- Courthouse Chiller experiences severe refrigerant leak.

**FINANCIAL IMPACT:**

To be determined in the competitive bid process.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Set Date, Time, Place to receive bids November 10th, 2020 at 4:45 PM (CST) Woodbury County Courthouse Board of Supervisors Meeting and award contract to the lowest responsive, responsible bidder at that time.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to officially receive bids November 10th, 2020 at 4:45 PM (CST) Woodbury County Courthouse Board of Supervisors Meeting and award contract to the lowest responsive, responsible bidder at that time.

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

**#11a**

Date: 10/08/2020 Weekly Agenda Date: 10/13/2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Approve transfer of Farm to Market funds for material testing to the IDOT for project number BROS-CO97 (129)--5F-97, bridge replacement on Union Ave. north of 200th Street.

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Give Direction <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

Project work has been completed for the replacement of a bridge on Union Ave, North of 200th Street. Random material testing done by IDOT to verify the county's results.

**BACKGROUND:**

The county programmed the replacement of the Union Ave. bridge number L-274 for construction in fiscal year 2017. Project work has been completed in compliance with the plans and specifications for the job. All required forms and paperwork have been submitted, the office audit is completed and the final pay voucher to the contractor has been made.

**FINANCIAL IMPACT:**

This project is paid for with farm to market and federal aid bridge funds. The material testing costs will be paid for out of the counties Farm to Market fund.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

I recommend that the Board approve the transfer of Farm to Market funds to the IDOT.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the transfer of Farm to Market funds to the IDOT in the amount of \$1,430.31.

To: Woodbury County Engineer

Subject: Materials Inspection Costs

Your signature authorizes a transfer of funds from your Farm to Market account to the Iowa Department of Transportation's account. **PLEASE DO NOT ISSUE PAYMENT**

**Return to Sarah Doser-Sansgaard, Office of Finance, Iowa Department of Transportation, 800 Lincoln Way, Ames, IA 50010.**

We certify that the costs referenced in this billing have been reviewed and are allowable costs. We request the Iowa Department of Transportation process payment from the applicable Farm to Market account.

APPROVAL AUTHORITY

DATE

\_\_\_\_\_  
COUNTY ENGINEER

\_\_\_\_\_  
CHAIR, BOARD OF SUPERVISORS

MATLS. 491  
JULY 2019

\_\_\_\_\_  
IOWA DEPARTMENT OF TRANSPORTATION

Office of Materials

TABULATION OF ASSURANCE & VERIFICATION TESTING COSTS

CONTRACTOR: GODBERSEN-SMITH CONST. CO.  
& SUBSIDIARY

COUNTY: WOODBURY

WORK TYPE: STRUCTURE

PROJECT: BROS-C097(129)-5F-97

DATE: JANUARY 13, 2020

CONTRACT: 34291

Any questions, please call Becky Hanson 515-239-1087 e-mail [rebecca.hanson@iowadot.us](mailto:rebecca.hanson@iowadot.us)

#TESTS	TYPE OF TEST	RATE	AMOUNT
2	SIEVE ANALYSIS	93.78	187.56
	FREEZE AND THAW	124.68	0.00
	ABRASION	71.84	0.00
	COARSE AGGR. SP. GR. & ABSORB.	40.71	0.00
	ALUMINUM OXIDE	101.61	0.00
1	PORTLAND CEMENT TEST OR SLAG TEST	289.86	289.86
	ADMIXTURE/WATER REDUCER	67.54	0.00
	FLYASH CHEM & PHYS TEST	461.55	0.00
	FLYASH PHYS TEST	376.22	0.00
1	AIR ENTRAINING AGENT	103.92	103.92
5	PRESTRESSED CONCRETE BRIDGE BEAMS	93.17	465.85
	PILING	56.27	0.00
	MISC. PRECAST UNITS	48.94	0.00
1	REINFORCING STEEL	323.28	323.28
	STRUC. STEEL FAB. (PER TON)	56.49	0.00
	HI STRENGTH FASTENERS	125.95	0.00
	MIXING WATER TEST	66.59	0.00
	PROTECTIVE GALVANIZED COATING	29.58	0.00
	FLOWABLE MORTAR	76.37	0.00
	NUCLEAR DENSITY TEST	415.88	0.00
	STEEL H PILING	56.49	0.00
	MISCELLANEOUS METALS	59.84	0.00
	FENCING MATERIALS	142.34	0.00
1	MISCELLANEOUS STRUCTURAL STEEL	59.84	59.84
	ELECTRICAL CABLE	387.80	0.00
	DRAINTILE	115.84	0.00
	PCC PLANT CALIBRATION INSPECTION	445.41	0.00
	STANDARD LIGHT POLES	14.83	0.00
	CONDUIT	49.86	0.00
	CAL. PROF. SMOOTHNESS (per 2 lane mile)	243.58	0.00
	MATERIALS LAB QUALITY MIX	299.86	0.00
COST CENTER 6310	OBJECT 901 902 X	FUNCTION 010	TOTAL <u>\$1,430.31</u>

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

#11b

Date: 10/8/2020 Weekly Agenda Date: 10/13/2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider approval of completion certificate for project L-B(C160)--73-97.

**ACTION REQUIRED:**

- Approve Ordinance       Approve Resolution       Approve Motion   
Public Hearing       Other: Informational       Attachments

**EXECUTIVE SUMMARY:**

The county approved a contract with Graves Construction on 06/11/2019 to replace the existing bridge on Haskell Ave. 0.1 miles North of IA 140.

**BACKGROUND:**

The project was completed August 3, 2020. The work was done within compliance with county standards. The total contract amount for the project was \$620,679.97.

**FINANCIAL IMPACT:**

This project was funded with Secondary Road Funds.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes       No

**RECOMMENDATION:**

I recommend the Board approve, accept and certify the completed project.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the certificate of completion of project L-B(C160)--73-97 with Graves Construction of Spencer, Iowa for \$620,679.97.

CERTIFICATION AS TO COMPLETION OF WORK  
AND FINAL ACCEPTANCE BY THE BOARD OF SUPERVISORS  
WOODBURY COUNTY, IOWA

PROJECT NO. L-B(C160)—73-97

This is to certify that work covered by the contract entered into with

**Graves Construction**

**of Spencer, Iowa under the date of June 11, 2019**

On Haskell Ave. over McElhaney Creek, from IA 140 North 0.1 miles Route K64/140<sup>th</sup> Street  
in NW S29 T89 R44.

Contract Amount: **\$620,679.97**

in Woodbury County was completed in accordance with the plans and specifications  
therefore, and in a satisfactory manner on **August 03, 2020**

**October 13, 2020** By \_\_\_\_\_  
Date County Engineer

Approved: Board of Supervisors  
Woodbury County, Iowa

**October 13, 2020** By \_\_\_\_\_  
Date Chairperson



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

**#11c**

Date: 10/8/2020 Weekly Agenda Date: 10/13/2020

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Receive and consider bids for project number L-B(C274)--73-97 - Jewell Avenue Bridge

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Give Direction <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

Plans have been completed and bids will be received for construction of a new 100' x 30' continuous concrete slab bridge to replace a bridge on Jewell Ave. northeast of Merville.

**BACKGROUND:**

The county programmed bridge C274 for replacement in fiscal year 2020. The existing bridge is load restricted due to structural deterioration. A new slab bridge has been designed, required permits have been received, and bids have been requested for this replacement.

**FINANCIAL IMPACT:**

This bridge is paid for with local secondary roads funds.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

- 1) I recommend that the Board receive bids for project number L-B(C274)--73-97 and return them to the county engineer for review and recommendation.
- 2) If quotes show a clear low quote, the engineer may recommend award at the Board meeting after opening the quotes.

**ACTION REQUIRED / PROPOSED MOTION:**

- 1) Motion to receive bids for project number L-B(C274)--73-97 and return them to the county engineer for review and recommendation.
- 2) Motion to award bid if low quote is clearly determined by bid results.