



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JANUARY 2, 2025) (WEEK 1 OF 2025)**

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 2, 2025 at **2:00 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. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of 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. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

AGENDA

2:00 p.m. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

- | | |
|--|--------|
| 1. Adoption of current Board of Supervisors Bylaws | Action |
| 2. Election of Temporary Chair to preside over Election of Chairperson | Action |
| 3. Election of Chairperson | Action |
| 4. Election of Vice- Chairperson | Action |
| 5. Approval of the agenda | Action |

Consent Agenda

Items 6 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.

6. Annual adoption of current rules for public participation in board meetings
7. Approval of Appointments of:
 - a. County Engineer – Laura Sievers
 - b. County Medical Examiner – Dr. Julie Breiner
 - c. County Weed Commissioner – Jered Jepsen
 - d. County Official Newspapers
8. Approval of Various Boards/Commissions
 - a. Conservation Board
 - b. Siouxland District Board of Health
 - c. Commission to Assess Damages

End Consent Agenda

- | | |
|----------------------------------|-------------|
| 9. Reports on Committee Meetings | Information |
| 10. Citizen Concerns | Information |
| 11. Board Concerns | Information |

2:45 p.m. Closed Session {Iowa Code Section (21.5 (1) (c)} **Dennis Butler Meeting Room**

ADJOURNMENT

Subject to Additions/Deletions

BYLAWS OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

ARTICLE I Name

The name of this statutorily created assembly is the Woodbury County Board of Supervisors.

ARTICLE II Purpose

The purpose of this assembly is to perform the duties of the Board of Supervisors according to the Iowa Code.

ARTICLE III Members

There are five members of the Woodbury County Board of Supervisors. They are elected at large from Woodbury County, Iowa but with equal-population district residence requirements.

ARTICLE IV Officers

Section 1. Officers and Duties. The officers shall be a Chairperson, a Vice Chairperson and a Clerk to the Board. These officers shall perform the duties as prescribed by Iowa Code, these bylaws and by the parliamentary authority adopted by the Board in descending order.

- a. Chairperson.** The Chairperson shall preside at all the meetings of the Board during the year. The Chairperson shall make all committee assignments to committees recognized in these bylaws. The Chairperson shall set the tentative agenda for all meetings of the Board. The Chairperson shall oversee the daily operations of county administration while acting within the policies established by the Board. Subject to approval of the Board, the Chairperson shall be authorized, with a Board approved committee form, to establish special purpose committees as needed.
- b. Vice Chairperson.** The Vice Chairperson shall serve during the absence of the Chairperson and be the presiding officer when the Chairperson participates by electronic means.
- c. Clerk to the Board.** The Auditor and Recorder or the designee of the Auditor and Recorder shall serve as Clerk to the Board *ex officio*. The Clerk to the Board shall be recognized as the parliamentarian for all meetings of the Board.

Section 2. Time, Nomination Procedure, Method of Election and Term of Office. The election of The Chairperson and Vice Chairperson shall occur at the first meeting in each year. Nominations shall be made from the floor and elections shall be by roll call vote. A temporary chair shall be elected to preside over the election of the Chairperson. The Chairperson's term shall begin immediately. The Chairperson shall preside over the election of the Vice Chairperson.

ARTICLE V Meetings

Section 1. Compliance with Open Meetings Law. All meetings of the Board shall be scheduled and conducted in compliance with Chapter 21 of the Code of Iowa and other applicable law.

Section 2. First Meeting. The Board shall meet on the first day of January which is not a Saturday, Sunday or holiday.

Section 3. Regular Meetings. The Board shall hold regular meetings on each Tuesday of the year unless canceled or postponed by a majority of the Board.

Section 4. Special Meetings. The Board may hold special meetings from time to time as required to conduct the business of the county. A special meeting may be called by the Chairperson or by the Vice Chairperson in the absence of the Chairperson.

Section 5. Agenda. Items to be considered for a meeting shall be submitted in a format prescribed by the Board. All items requested for Board action shall be submitted in the form of a proposed written motion. Any member of the Board may direct the Chairperson to place an information or discussion item on the agenda of a subsequent meeting. The Chairperson shall place an action item on the agenda of a subsequent meeting when directed by a majority of the Board.

Section 6. Quorum and Consensus. A quorum and consensus shall consist of three members of the Board. A quorum is required to transact the official business of the County.

Section 7. Majority Required. Unless where otherwise provided by law, a majority of the quorum present is required for the adoption of any matter to come before the Board.

Section 8. Manner of Acting. Any question to come before the Board shall be in the form of a motion made by a member and shall require a second for consideration. Remarks by members shall be limited to ten minutes unless an extension is granted by a majority of the Board. A member or any other elected official of the county shall address the Chairperson and confine their remarks to the question before the Board and shall be respectful of other elected officials and avoid referencing or questioning the motives of another elected official.

Section 9. Roll Call Votes. The Chairperson shall order a roll call vote when requested by a member. The roll shall be called alphabetically except the Chairperson shall be called last. If a member is not ready to vote, the member may pass and shall be called upon again after the roll has been completely called and shall vote or abstain.

Section 10. Effect of Abstention. When a member abstains due to a conflict of interest, the vote of the Board shall be computed on the basis of the number of members not disqualified by reason of conflict of interest. However, at least three (3) members eligible to vote are required for a quorum on any matter. Abstentions that are not due to a conflict of interest shall be counted as a “no” vote.

Section 11. Electronic Participation. A member of the Board may participate in a meeting by electronic means only in circumstances where participation in person is impossible or impractical. Any member participating electronically shall be connected by a speaker phone, video conference, or other device or software, so that the public can hear any discussion by that member. The vote of any member participating electronically must be made public at the meeting and the minutes of the meeting shall include sufficient information to indicate the vote of each member participating.

ARTICLE VI Committees

Section 1. Committees Required by Iowa Code. All Board representation on committees required by the Iowa Code shall be appointed by the Chairperson subject to approval of the Board.

Section 2. Committees Created by the provisions of Iowa Code Chapter 28E. All Board representation on committees required by 28E agreements shall be appointed by the Chairperson subject to approval of the Board and the requirements of the 28E agreement.

Section 3. Committees Created by Agreement. All Board representation on committees required by agreement shall be appointed by the Chairperson subject to approval of the Board.

Section 4. Committees Created for Special Purpose. All Board representation on committees required for a special purpose shall be appointed by the Chairperson subject to approval of the Board.

Section 5. Attendance at Committees Created Under Article VI. Attendance by members of the Board at committees created under Article VI of these bylaws shall be limited to those approved by the Board as committee representatives unless the committee meeting has also been posted as a special meeting of the Board of Supervisors. If a Board member is unable to attend a committee meeting that they are assigned to, that Board member may arrange to have a fellow Board member attend the meeting in their place after notification of the Board Chairperson.

ARTICLE VII
Conflicts of Interest

Except as otherwise provided by law, members shall not have an interest, direct or indirect, in any contract, or job of work, or material, or the profits thereof, or services to be furnished or performed for Woodbury County. Members should avoid any action that would result in, or create the impression of, using public office for private gain, giving preferential treatment to any person, or losing impartiality in conducting county business.

ARTICLE VIII
Parliamentary Authority

The rules contained in the most current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with the Iowa Code, these bylaws and any special rules of order that the Board may adopt.

ARTICLE IX
Bylaws

Section 1. Adoption of Bylaws. Bylaws shall be adopted at the first meeting in each year following a General Election.

Section 2. Amendment of Bylaws. These bylaws may be amended at any regular meeting of the Board with a majority vote, provided that the amendment has been submitted in writing at the previous regular meeting.

1/2/2025

DATE ADOPTED

CHAIRPERSON

ATTESTOR

Sioux City Journal

SIUXCITYJOURNAL.COM

Tracy Simmons

2802 Castles Gate Drive

Sioux City, IA 51106

December 20, 2024

Board of Supervisors

Woodbury County, IA

620 Douglas Street, Suite 104

Sioux City, IA 51101

Dear Board of Supervisors,

I am writing to request that the Sioux City Journal be appointed as the official newspaper of Woodbury County for 2025.

The Sioux City Journal is the largest daily newspaper in the county. We serve over 6,000 households and provide the majority of the county with their news and local information.

I thank you for your time and consideration.

A handwritten signature in black ink that reads "Tracy Simmons". The signature is fluid and cursive, with a large initial "T" and a decorative flourish at the end.

Tracy Simmons

Managing Director – Sioux City Journal

Sergeant Bluff
Advocate
*tim@sgtbluffadvocate.com * www.sergeantbluffadvocates.com*

Pioneer Plaza
204 1st Street, ste.103
Sergeant Bluff, Iowa 51054
(p) 712-943-2583 (f) 712-943-4606



September 26, 2024

Woodbury County Board of Supervisors
ATTN: Karen James, Board Administrative Coordinator
Courthouse, Room 104
620 Douglas Street
Sioux City, IA 51101

Dear Woodbury County Board of Supervisors:

Please find attached our Statement of Ownership, Management and Circulation (SOMC), published in the September 26, 2024 issue of the Sergeant Bluff Advocate. The SOMC published notification details our publishing information and numbers. This is in accordance with requirements for the annual status consideration of Official Woodbury County Newspaper, of which we are applying.

I am also pleased to announce all legal notices published in the Sergeant Bluff Advocate are now available to the general public through our website at www.sergeantbluffadvocates.com. This additional service is free to the public and searchable with public notices posted online the date they appear in the printed issue.

Thank you for permitting the Sergeant Bluff Advocate to serve the Woodbury County Board of Supervisors as an Official Woodbury County Newspaper and the people of Sergeant Bluff, Salix, Sloan and elsewhere in Woodbury County.

Regards,



Tim Loftus, Publisher
Sergeant Bluff Advocate/Universal Press, Inc.
204 1st St., Ste 103, Sergeant Bluff, Iowa 51054
712-943-2583 * tim@sgtbluffadvocate.com
www.sergeantbluffadvocates.com

RECEIVED

NOV 04 2024

WOODBURY COUNTY
BOARD OF SUPERVISORS

CORPORATE OFFICE: PO BOX 160 227 9th ST SHELDON IA 51201
712.324.5347 800.247.0186 www.nwestiowa.com



December 6, 2024

Woodbury County Board of Supervisors
6th & Douglas
Room 104
Sioux City IA 51101

DEC 18 2024 AM 9:13

Dear Supervisors:

Please accept this letter as our 2025 request for the Movable Record to be an official newspaper for Woodbury County, Iowa.

Thank you for your consideration regarding this matter. We look forward to serving you in the coming year.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Wagner", is written over a light blue horizontal line.

Jeff Wagner
President
Iowa Information Media Group
jwagner@iowainformation.com

The N'West Iowa REVIEW | Sheldon Mail-Sun | Golden Shopper | Sioux Center News | Sioux Center Shopper
Osceola County Gazette-Tribune | Hawarden Independent/Ireton Examiner | Area-Wide Advertiser
Le Mars Sentinel | Remsen Bell-Enterprise | Le Mars Shoppers Guide | Movable Record | Carroll Times Herald Carroll
Advertiser | Jefferson Herald | Jefferson Bee | Coon Rapids Enterprise | DISCOVER | OKOBOJI Magazine

WOODBURY COUNTY, IOWA BOARD ADMINISTRATION

MEMORANDUM

TO: Board of Supervisors
FROM: Karen James, Board Administrative Assistant
RE: Responses from Members of Boards/Commissions on Consideration of a Reappointment
DATE: December 20, 2024

Below are the responses of all the members of the various Boards/Commissions.

CONSERVATION BOARD

YES Neil Stockfleth, 613 Coniston Circle, Sergeant Bluff, IA 51054

SIouxLAND DISTRICT BOARD OF HEALTH

YES Chad Janzen, 201 Port Neal Road, Sergeant Bluff, IA 51054

YES Sandra Granger, 4601 Saddle Lane, Sioux City, IA 51105

COMMISSION TO ASSESS DAMAGES

Category A - Owner/operators of Agricultural Property:

YES Leo Jochum, 1691 – 250TH, Salix, IA 51052

YES Blake Flewelling, 7462 Correctionville Road, Sioux City, IA 51106

YES Dennis Reyman, 1923 Safford Ave., Correctionville, IA 51016

YES Julie Hamann, 4424 – 230th Ave., Correctionville, IA 51016

YES Tony Ashley, 3356 – 170th, Correctionville, IA 51016

YES Bradley Hopp, 2475 Hwy 20, Lawton, IA 51030

YES Eric Nelson, 1514 Jasper Ave., Merville, IA 51039

Category B - Owners of City Property:

YES Bob Batcheller, PO Box 3311, Sioux City, IA 51102

YES Ruth A. Groth, 305 North Cauley Ave, Anthon, IA 51004

YES Robert Stewart, 4101 Country Club, Sioux City, IA 51104

YES Melissa Tjeerdsma, 1090 Pachsama Ct., Sioux City, IA 51108

YES Cheryl Reynolds, 2207 Hanford St., Sioux City, IA 51109

YES Stephan Warren, 6720 Wildbloom Court, Sioux City, IA 51106

Category C - Licensed Real Estate Salesman or Real Estate Broker:

- YES** Colleen R. Baker, 3422 Jackson Street, Sioux City, Iowa 51104
YES Tori Jackson, 4601 S. Ridge Road, Sioux City, IA 51106
YES Rachel Raak Law, 1407 Megan's Way, Correctionville, IA 51016
YES Jason Geary, 3316 – 5th Ave., Sioux City, IA 51106
Joe Krage 4313 Lincoln Way, Sioux City, IA 51106 **No Response**
YES Eric Hoak, 6808 Cypress Point, Sioux City, IA 51106

Category D - Persons Having Knowledge of Property Values in the County by Reason of their Occupation:

- NO** Patrick Curry, 502 Huntington Court., Sergeant Bluff, Iowa 51054
YES Linda Mathison, 5008 Ravine Park Lane, Sioux City, IA 51106
YES Doug Lehman, P. O. Box 1381, Sioux City, IA 51105
YES Barbara Sloniker, 1336 Buchanan Ave., Sioux City, IA 51106
Doyle Turner, 2738 – 200th St., Merville, IA 51039 **No Response**
YES Donald Eggerling, 3 Rose Lane, Sioux City, IA 51106

In conclusion the Board needs appointments for:

Commission to Assess Damages

- ❖ Category B – One persons
- ❖ Category C - Two persons
- ❖ Category D – Three persons