



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(MARCH 18, 2025) (WEEK 12 OF 2025)**

Live streaming at:

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

Agenda and Minutes available at:

www.woodburycountyiowa.gov

Daniel A. Bittinger II
389-4405

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Kent T. Carper
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Mark E. Nelson
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Matthew A. Ung
490-7852

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held March 18, 2025, 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. 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

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

1. Approval of the agenda

Action

Consent Agenda

Items 2 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.

2. Approval of the minutes of the March 11, 2025, meeting
3. Approval of claims
4. Board Administration – Karen James
Approval of resolution for a tax suspension for D.D.
5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process

6. Building Services – Kenny Schmitz
Approval of items to be auctioned per Personal Property Disposition Policy
7. County Auditor – Michelle Skaff
Approval of liquor license for Foot Wedge Lounge, Sloan, Iowa
8. Secondary Roads – Laura Sievers
 - a. Approve the permit to work in the right of way on 150th St. south of Eastland Ave.
 - b. Approval of utility permit for placement of new fiber optic cable in county right of way

End of Consent Agenda

- | | |
|---|-------------|
| 9. Presentation of resolution thanking and commending Mary Feiler for her years of service with Woodbury County | Information |
| 10. Presentation of resolution thanking and commending Randy Uhl for his years of service with Woodbury County | Information |
| 11. Planning/Zoning – Daniel Priestley
Approval of Chairman to sign a lease and maintenance agreement for a copier with Access Systems for the Planning and Zoning Department | Action |
| 12. Secondary Roads – Laura Sievers
Approval of resolution to vacate excess County right of way near Highway 141 at Sloan | Action |
| 13. Budget Review Discussion for FY 26 | |
| <ol style="list-style-type: none"> a. Board of Supervisors – Daniel Bittinger <ol style="list-style-type: none"> 1. Consideration and approval of FY26 Improvement Requests | Action |
| <ol style="list-style-type: none"> b. Miscellaneous Review – All Funds | |
| 14. Reports on Committee Meetings | Information |
| 15. Citizen Concerns | Information |
| 16. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- WED., MAR 19 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., MAR 20 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., MAR 21 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.
- MON., MAR 24 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom
- WED., MAR 26 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., MAR 27 10:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, 6401 Gordon Dr.
- 11:30 a.m.** Western Iowa Community Improvement Regional Housing Trust Fund Board of Directors, 6401 Gordon, Dr.
- WED., APR 2 7:30 a.m.** SIMPCO Executive/Finance Committee, 6401 Gordon Drive
- 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., APR 3 12:00 p.m.** SIMPCO Regional Policy & Legislative Committee Meeting, 6401 Gordon Dr.
- MON., APR 7 6:00 p.m.** Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., APR 9 7:30 a.m.** SIMPCO Executive Finance Committee Meeting, 6401 Gordon Dr.
- 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THU., APR 10 12:00 p.m.** SIMPCO Board of Directors Meeting, 6401 Gordon Drive
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., APR 16 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., APR 17 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., APR 18 11:00 a.m.** Siouxland Human Investment Partnership Board Meeting, Public Museum
- WED., APR 23 1:00 p.m.** Region IV Hazardous Materials Response Commission, 6401 Gordon Dr.
- 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- MON., APR 28 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom

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.

MARCH 11, 2025, ELEVENTH 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, Dietrich (by phone), and Bittinger II, Nelson was absent. 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 Carper to approve the agenda for March 11, 2025. Carried 4-0. Copy filed.

Motion by Bittinger second by Carper to approve the following items by consent:

2. To approve minutes of the March 4, 2025 meeting. Copy filed.
3. To approve the claims totaling \$667,080.72. Copy filed.
4. To approve and authorize the Chairperson to sign a Resolution authorizing the issuance of \$1,200,000 Taxable General Obligation Capital Loan Notes, Series 2025A, and Levying a tax for the payment thereof.

**RESOLUTION #13,863
RESOLUTION AUTHORIZING THE ISSUANCE OF
\$1,200,000 TAXABLE GENERAL OBLIGATION CAPITAL
LOAN NOTES, SERIES 2025A, AND LEVYING A TAX FOR
THE PAYMENT THEREOF**

WHEREAS, Woodbury County, State of Iowa ("Issuer"), is a political subdivision, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of (a) erecting, equipping, remodeling or reconstructing various public buildings including tuckpointing at the EMS Building and conference room remodeling and ceiling replacement at the Courthouse; (b) equipping various public buildings including software, hardware and other equipment; and (c) demolition of abandoned, dilapidated, or dangerous buildings, structures or properties or the abatement of a nuisance including demolition of the old law enforcement center (the "Project"), and it is deemed necessary and advisable that Taxable General Obligation Capital Loan Notes, Series 2025A, in the amount of \$1,200,000 be issued; and

WHEREAS, the Board of Supervisors has taken such acts as are necessary to authorize issuance of the Notes.

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

Section 1. Authorization of the Issuance. Taxable General Obligation Capital Loan Notes, Series 2025A, in the amount of \$1,200,000 shall be issued pursuant to the provisions of Iowa Code Sections 331.402 and 331.443 for the purposes covered by the hearings.

Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in Woodbury County, State of Iowa, to wit:

<u>AMOUNT</u>	<u>FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION</u>
\$303,583.33	2025/2026
\$292,320.00	2026/2027

\$279,240.00	2027/2028
\$266,160.00	2028/2029
\$253,080.00	2029/2030

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Notes to be issued, this Board will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Woodbury, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Notes.

PASSED AND APPROVED this 11th day of March, 2025.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 5a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #894721355016, 410 18th St.

WOODBURY COUNTY, IOWA
RESOLUTION #13,864
NOTICE OF PROPERTY SALE

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

East 54 Feet Lot One (1), East 54 Feet North One (1) Foot, Lot Two (2) Block Seven (7) of Rose Hill Addition, City of Sioux City, Woodbury County, Iowa (410 18th 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 **25th Day of March, 2025 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 **25th Day of March, 2025**, immediately following the closing of the public hearing to **James Davidson Brady & Amber Brady only per Code of Iowa 331.361(2).**
3. That said Board proposes to sell the said real estate to **James Davidson Brady & Amber Brady only for consideration of \$20.00 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 11th Day of March, 2025
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 5b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #894726105001, 2910 13th St.

**WOODBURY COUNTY, IOWA
RESOLUTION #13,865
NOTICE OF PROPERTY SALE**

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

Lots Seven (7) through Twelve (12), both inclusive, in Block Nine (9) of Booge and Taylor's Addition to Sioux City in the County of Woodbury and State of Iowa (2910 13th 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 **25th Day of March, 2025 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 on the **25th Day of March, 2025**, immediately following the closing of the public hearing to **Daytona Bahmer & Tristen Heimgartner only per Code of Iowa 331.361(2).**
3. That said Board proposes to sell the said real estate to **Daytona Bahmer & Tristen Heimgartner only for consideration of \$25,000.00 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 11th Day of March, 2025
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Carried 4-0.

- 7a. Motion by Bittinger second by Carper to approve copier agreement with Visual Edge for Auditor's Office. Carried 4-0. Copy filed.

- 6a. A public hearing was held at 4:35 p.m. for the sale of parcel #894825209005, 3508 W 5th. The Chairperson called on anyone wishing to be heard.

Motion by Bittinger second by Carper to close the public hearing. Carried 4-0.

Motion by Bittinger second by Carper to approve and authorize the Chairperson to sign a Resolution for the sale of parcel #894825209005, 3508 W 5th, to Greg & Janet Finzen, 589 Fox Circle, Dakota Dunes, SD, for \$1,100.00 plus recording fees. Carried 4-0.

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #13,866**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Greg Finzen & Janet Finzen in the sum of One Thousand One Hundred dollars and 00/100 (\$1,100.00)-----dollars.

For the following described real estate, To Wit:

Parcel #894825209005

**Lot Nineteen (19), in Block Three (3), Golf View Addition to Sioux City in the County of Woodbury and State of Iowa
(3508 W 5th Street)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 11th Day of March, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 6b. A public hearing was held at 4:37 p.m. for the sale of parcels #884705209009, #884705209010, & #884705209011, 1813 S. Olive St., 1815 S. Olive St., & 1817 S. Olive St. The Chairperson called on anyone wishing to be heard.

Motion by Bittinger second by Carper to close the public hearing. Carried 4-0.

Motion by Bittinger second by Carper to approve and authorize the Chairperson to sign a Resolution for the sale of parcel #884705209009, #884705209010, & #884705209011, 1813 S. Olive St., 1815 S. Olive St., & 1817 S Olive St., to Martin Munoz, 1589 320th St., Sloan, for \$5,400.00 plus recording fees. Carried 4-0.

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #13,867**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Martin Munoz in the sum of Five Thousand Four Hundred dollars and 00/100 (\$5,400.00)-----dollars.

For the following described real estate, To Wit:

Parcel #884705209009, #884705209010 & #884705209011

**Lot One (1) in Block Seventeen (17), of Morningside Addition to Sioux City, in the County of Woodbury and State of Iowa
(1813 S. Olive Street)**

Lot Two (2) in Block Seventeen (17), of Morningside Addition to Sioux City, in the County of Woodbury and State of Iowa

(1815 S. Olive Street)

**Lot Three (3) in Block Seventeen (17), of Morningside Addition to Sioux City, in the County of Woodbury and State of Iowa
(1817 S. Olive Street)**

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 11th Day of March, 2025.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7b. Information was presented by Michelle Skaff, Auditor, regarding HF 718 budget mailing. Copy filed.

8. Miscellaneous review of all funds.

Motion by Ung second by Bittinger to remove all improvement requests from the budget. Carried 4-0. Copy filed.

9. Reports on committee meetings were heard.

10. Robin Schiro, Elk Point, expressed concerns about the Sheriff.

11. Board Concerns were heard.

The Board adjourned the regular meeting until March 18, 2025.

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: March 13, 2025

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

Thank you.

kmj

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: March 18th, 2025

*** 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
Shay, Donna	Building Services	03-07-2025	Custodian			S	Separation
Collins, Jadin	Secondary Roads	03-19-2025	Equipment Operator	\$27.04/hour		A	Job Vacancy Posted on 2/5/2025. Entry Level Salary: \$27.04/hr
Carney, Kade	Building Services	03-31-2025	Custodian	\$17.29/hour		A	Job Vacancy Posted on 11/20/2024. Entry Level Salary: \$17.29/hr

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: _____

**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: March 18th, 2025

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Custodian	AFSCME Courthouse: \$17.29/hour		

Chairman, Board of Supervisors

Woodbury County Personal Property Disposition Form



DATE:



NAME:



DEPARTMENT:

AUTHORIZED REPRESENTATIVE:



PHONE:

Fill in the fields below (* REQUIRED):

Item Description*	
Estimated Value*	
Current Location*	
County Asset Number	
Serial/VIN Number	
Year	
Make/Model	
Auction Reserve	
Notes	



For Office Use Only:

GovDeals ID #	
Sale Price	
Date	

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

Date: 3/12/25 Weekly Agenda Date: 3/18/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: County Auditor - Michelle Skaff

WORDING FOR AGENDA ITEM:

Consideration and approval for liquor license for Foot Wedge Lounge, Sloan, Iowa

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 checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

n/a

BACKGROUND:

n/a

FINANCIAL IMPACT:

Unknown at this time

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

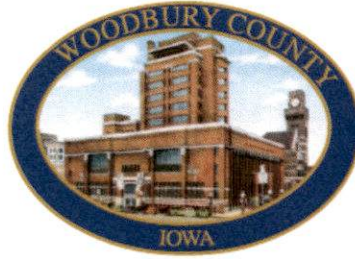
RECOMMENDATION:

Approve Motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve an application for a 8-month Class C Retail Alcohol License, with Outdoor Service Sales privileges, for Foot Wedge Lounge, effective 04/01/25 through 12/01/25.

**Office Of The
AUDITOR/RECORDER
Woodbury County**
Michelle K. Skaff, Ph.D.
Auditor/Recorder/
Commissioner of Elections



Courthouse – Room 103
620 Douglas
Sioux City, IA 51101
Phone: (712) 279-6702
Fax (712) 279-6629
miskaff@woodburycountyiowa.gov

To: Board of Supervisors

From: Michelle K. Skaff, Auditor & Recorder

A handwritten signature in blue ink, consisting of the letters "SC" in a cursive, stylized font.

Date: March 12, 2025

Subject: Liquor License Application for the Foot Wedge Lounge, Sloan, Iowa.

Please approve and receive for signature, an application for a 8-month, Class C Retail Alcohol License (LC) (Commercial), with Outdoor Service privileges, for the Foot Wedge Lounge, Sloan, Iowa. The license would be effective 04/01/25 through 12/01/25.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
SLOAN COMMUNITY RECREATION CORPORATION	Foot Wedge Lounge	(712) 490-7034		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
3212 Old Highway 75		Sloan	Woodbury	51055
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 425	Sloan	Iowa	51055	

Contact Person

NAME	PHONE	EMAIL
Jake Goodin	(712) 490-7034	jake.goodin@goodinins.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	8 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Apr 1, 2025	Dec 1, 2025	

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Nonprofit corporation organized under chapter 504.

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Jacob Goodin	Sergeant Bluff	Iowa	51054	President	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

Apr 1, 2025

POLICY EXPIRATION DATE

Dec 1, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

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

Date: 03/13/2025 Weekly Agenda Date: 03/18/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Laura Sievers, PE, Woodbury County Engineer

WORDING FOR AGENDA ITEM:

Consideration of permit to work in the county right of way on 150th St

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

On 150th St just south of Eastland Ave, the landowner has requested a permit to allow Lieber Construction to remove the embankment in the ROW. The embankment causes a snow trap for the road.

BACKGROUND:

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. I have reviewed both sites with the contractor and recommend the work be permitted.

FINANCIAL IMPACT:

No impact.

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:

Approve the permit to work in the right of way.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the permit to work in the right of way on 150th St south of Eastland Ave and to direct the chair to sign the permit.

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

Date: 3/13/2025 Weekly Agenda Date: 3/18/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Laura M. Sievers, PE, County Engineer

WORDING FOR AGENDA ITEM:

Consideration of utility permit for placement of new fiber optic cable in county right of way

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 checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

MidAmerican Energy Company has applied for a permit to install new underground fiber optic from Plymouth County to Pierson.

BACKGROUND:

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the location and recommends that the work be allowed.

FINANCIAL IMPACT:

No financial impact to the county.

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:

Recommend approval of the permit for MidAmerican Energy Company.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the underground utility permit for MidAmerican Energy Company.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY
FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name MidAmerican Energy Highway _____
Township _____
City of _____
Address 666 Grand Avenue Des Moines Iowa 50306
Office Phone 515.202.8848 Local Phone _____ Section: ¼ of ¼ Sec
Type of Utility Installation Fiber Optics T N, R W
Plans Prepared By Olsson Copy Enclosed X Yes No
Map Showing Location Enclosed X Yes No
Utility Location is X cross right-of-way X parallel to right-of-way
 overhead X underground
Proposed Method of Installation
 tunnel suspend on poles cased
X jack & bore suspend on towers trench
 open cut X plow
Estimated Starting Date 06/2025 Estimated Restoration Date 06/2025

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By Nate Gibson (Olsson) Title Project Manager
(Signature of Authorized Utility Representative) Date 02/06/2025

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____ Title _____
(Signature of Woodbury County Board Chairman)

Date _____

By _____
(Signature of Woodbury County Engineer)

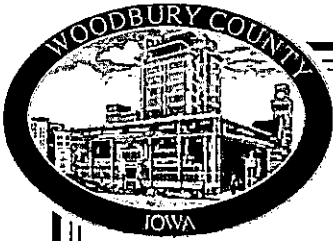
Title _____

Date _____

Other Special Provisions:

Permit Provisions and Conditions of Issuance

- The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities. The Board will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to expose, cover up, or disturb any facilities belonging to the Applicant, in order that the Applicant may arrange to protect the facilities. The Board will inform contractors, and others working on the job of the location of the facilities so that reasonable care may be taken to avoid damaging the facilities, however the County and the Board of Supervisors will assume no responsibility for failure to give such notice.



2/4/25
#5c

WOODBURY COUNTY, IOWA

RESOLUTION NO. 13,833

A RESOLUTION THANKING AND COMMENDING

Mary Feiler

FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Mary Feiler has capably served Woodbury County as an employee of the County Sheriff's Department for 41 years from August 6, 1984 to April 7, 2025.

WHEREAS, the service given by Mary Feiler 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 Mary Feiler 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, Mary Feiler

BE IT SO RESOLVED this 4th day of February 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Daniel A. Bittinger II
Daniel A. Bittinger II, Chairman

Kent T. Carper
Kent T. Carper, Member

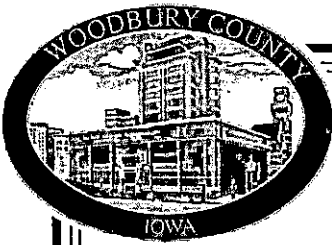
David L. Dietrich
David L. Dietrich, Member

Mark E. Nelson
Mark E. Nelson, Member

Matthew A. Ung
Matthew A. Ung, Member

Attest:

Michelle K. Skaff
Michelle K. Skaff, Woodbury County Auditor



2/4/25
5d

WOODBURY COUNTY, IOWA

RESOLUTION NO. 13,834

A RESOLUTION THANKING AND COMMENDING

Randy Uhl

FOR HIS SERVICE TO WOODBURY COUNTY

WHEREAS, Randy Uhl has capably served Woodbury County as an employee of the County Sheriff's Department for 38 years from August 3, 1987 to April 30, 2025.

WHEREAS, the service given by Randy Uhl 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 Randy Uhl for his years of service to Woodbury County; and

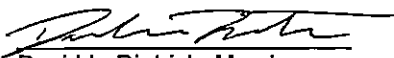
BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Randy Uhl

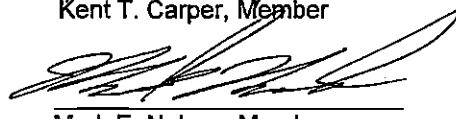
BE IT SO RESOLVED this 4th day of February 2025.

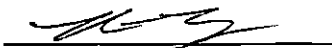
WOODBURY COUNTY BOARD OF SUPERVISORS


Daniel A. Bittinger II, Chairman

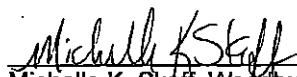

Kent T. Carper, Member


David L. Dietrich, Member


Mark E. Nelson, Member


Matthew A. Ung, Member

Attest:


Michelle K. Skaff, Woodbury County Auditor

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

Date: 3/13/25 Weekly Agenda Date: 3/18/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel Priestley

WORDING FOR AGENDA ITEM:

Approval for Chairman to sign a lease and maintenance agreement for a copier with Access Systems for the Planning and Zoning Department.

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 checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

Lease and maintenance agreement with Access Systems to replace a copier that was originally leased in 2020.

BACKGROUND:

The Planning and Zoning Department needs the continued use of a capable copier with print, scan, and copy features to effectively serve the public, the Zoning Commission, Board of Adjustment, and the Board of Supervisors . The proposed contract includes a "combined lease and service payment" of \$259.60/month which includes 2,000 BW pages per month and 3,000 color pages per month. BW overages bill at \$0.0035 per page and color overages bill at \$0.0350 per page. Contract includes all toner, parts, labor, and servicing. There is an additional \$10 monthly supply freight fee. Rates are locked with no annual increases for 60 months. Contract included with backup materials.

FINANCIAL IMPACT:

The proposed contract includes a combined lease and service payment of \$269.60/month inclusive of a \$10 monthly supply freight fee and 2,000 BW pages per month and 3,000 color pages per month. BW overages would bill at \$0.0035 per page and color overages would bill at \$0.0350 per page.

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:

Authorize chairman to sign the contract.

ACTION REQUIRED / PROPOSED MOTION:

Approval for Chairman to sign a lease and maintenance agreement for a copier with Access Systems for the Planning and Zoning Department.



COST PER IMAGE AGREEMENT

AGREEMENT NO.: **LS-7313565**

CUSTOMER ("YOU" OR "YOUR")

FULL LEGAL NAME: **County of Woodbury dba Woodbury County Zoning** FEDERAL TAX ID #:

ADDRESS: **620 Douglas St** **Sioux City, IA 51101-1247**

EQUIPMENT AND PAYMENT TERMS SEE ATTACHED SCHEDULE

TYPE, MAKE, MODEL NUMBER AND SERIAL NUMBER	NOT FINANCED UNDER THIS AGREEMENT	BEGINNING METER READING		MONTHLY IMAGE ALLOWANCE		EXCESS PER IMAGE CHARGE (PLUS TAX)	
		B&W	COLOR	B&W	COLOR	B&W	COLOR
1 Sharp BP-70C45	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
TOTAL CONSOLIDATED MONTHLY IMAGE ALLOWANCE AND EXCESS PER IMAGE CHARGES (IF CONSOLIDATED)				2,000	3,000	\$0.0035	\$0.0350

EQUIPMENT LOCATION: **As Stated Above** METER FREQUENCY: **Quarterly**

TERM IN MONTHS: **60** MONTHLY BASE PAYMENT AMOUNT*: **\$259.60** (*PLUS TAX)

SECURITY DEPOSIT:

ADDITIONAL SERVICE OPTIONS

By initialing where indicated below, you elect to include the indicated service option(s) for the additional monthly fee of \$5.00 per device per service option.

Secure Data Protection Customer's Initials to Elect: _____
 If you do not initial to elect this service, you acknowledge you assume full responsibility for performing all end of lease device data disposal procedures to remove confidential information. Data disposal procedures may be required for your compliance with applicable industry standards and state and federal laws and regulations.

Connectivity Assurance Customer's Initials to Elect: _____
 Includes remote connectivity assistance to allow for networked device functionality. If you do not initial to elect this service, you acknowledge that any connectivity work we provide will be billable at our hourly rate.

CONTRACT

THIS AGREEMENT IS NON-CANCELABLE AND IRREVOCABLE. IT CANNOT BE TERMINATED. PLEASE READ CAREFULLY BEFORE SIGNING. YOU AGREE THAT THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE INTERNAL LAWS OF THE STATE IN WHICH OUR (OR, IF WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE'S) PRINCIPAL PLACE OF BUSINESS IS LOCATED AND ANY DISPUTE CONCERNING THIS AGREEMENT WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN SUCH STATE. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. EACH PARTY WAIVES ANY RIGHT TO A JURY TRIAL.

CUSTOMER'S AUTHORIZED SIGNATURE

BY SIGNING THIS PAGE, YOU REPRESENT TO US THAT YOU HAVE RECEIVED AND READ THE ADDITIONAL TERMS AND CONDITIONS APPEARING ON THE SECOND PAGE OF THIS TWO-PAGE AGREEMENT. THIS AGREEMENT IS BINDING UPON OUR ACCEPTANCE HEREOF.

(As Stated Above) X
 CUSTOMER SIGNATURE PRINT NAME & TITLE DATE

OWNER ("WE", "US", "OUR")

Access Systems, Inc.
 OWNER SIGNATURE PRINT NAME & TITLE DATE
 1055 SE Olson Dr Waukee, IA 50263-8455

ADDITIONAL TERMS AND CONDITIONS

1. AGREEMENT. You want us to now provide you the equipment and/or software referenced herein, together with all replacements, parts, repairs, additions and accessions incorporated therein or attached thereto, excluding equipment marked as not financed under this Agreement ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date. We may charge you a one-time origination fee of \$125.00. If any amount payable to us is not paid when due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be commingled with our assets, will not earn interest, and will be returned at the end of the term, provided you are not in default. The base payment will be adjusted proportionately upward or downward: (1) by up to 10% to accommodate changes in the actual Equipment cost; (2) if the shipping charges or taxes differ from the estimate given to you; and/or (3) to comply with the tax laws of the state in which the Equipment is located. We generally do not allow you to pay via credit card, however, if we do accept a credit card payment, you agree to pay our then current surcharge. If for any reason your check is returned for nonpayment, you will pay us a bad check charge of \$30 or, if less, the maximum charge allowed by law. You agree that if we substitute or replace any item of Equipment due to product availability, repair or maintenance issues, that each such substitute item of equipment shall thereby become subject to this Agreement, and be an item of Equipment hereunder, without the need for the parties to sign an amendment hereto.

2. NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

3. IMAGE CHARGES AND OVERRAGES. You are entitled to make the total number of images shown under Image Allowance (or Total Consolidated Image Allowance, if applicable) each period during the term of this Agreement. If you make more than the allowed images in any period, you will pay us an additional amount equal to the number of the excess images made during such period multiplied by the applicable Excess Per Image Charge. Regardless of the number of images made in any period, you will never pay less than the Base Payment Amount. You agree, upon commencement of this Agreement, to install our electronic meter collection agent ("MCA") on your network to remotely monitor the status and usage of Equipment to allow us to most cost effectively perform the services under this Agreement. If you don't install and maintain the MCA on your network, we may require you to pay us a fee of up to \$10 per month per imaging device connected to that network. For all non-networked devices (and for networked devices if the MCA is not installed), you agree to provide us with the actual meter readings for the device as and when requested by us. We may estimate the number of images made on a device if such meter readings are not received within five days after our request and we may require you to pay, in addition to the above \$10 fee (if applicable), a usage estimation fee of \$5 per device for each such occurrence. You also agree to make the usage payments called for hereunder based on our image estimate, subject to those amounts being adjusted or credited on the next invoice after we receive an actual meter reading (and subject to the Baseline Usage calculation that follows). You agree that our pricing, as reflected in this Agreement, for the services, supplies and maintenance we provide you, is premised on your continued and relatively consistent use of the Equipment under the terms of this Agreement for the full minimum term of the Agreement. The average actual monthly number of images (black and white and, separately, color) that you make using the Equipment during the first twelve months of the term of this Agreement shall be your "Baseline Usage Levels" hereunder. If the actual images you make using the Equipment in any month following the first twelve months of the term of this Agreement are less than fifty percent (50%) of your applicable Baseline Usage Level(s), then we may charge you for each such month, after the first twelve months of the term of this Agreement, as though your actual image usage levels for each such month was ninety percent (90%) of your Baseline Usage Level(s). You agree that the Base Payment Amount and the Excess Per Image Charges may be proportionately increased at any time if our estimated average page coverage is exceeded. After the end of the first year of this Agreement and not more than once each successive twelve-month period thereafter, the Base Payment Amount and the Excess Per Image Charges (and, at our election, the Base Payment Amount and Excess Per Image Charges under any subsequent agreements between you and us that incorporate the terms hereof) may be increased by a maximum of 10% of the then existing payment or charge. Images made on equipment marked as not financed under this Agreement will be included in determining your image and overage charges.

4. EQUIPMENT USE. You will keep the Equipment in good working order, free and clear of all liens and claims, use it for business purposes only and not modify or move it from its initial location without our consent. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment. We will have the right, at any reasonable time, to inspect the Equipment and any documents relating to its use, maintenance and repair.

5. SERVICES/SUPPLIES. If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience. MICR supplies are not included and will be billed separately. You agree that you will look solely to us for performance under any such arrangement and for the delivery of any applicable supplies. You may request excess supplies beyond what we determine as necessary under this Agreement and we may provide you such at an additional charge. If your use of supplies exceeds the manufacturer's published yield by more than 10%, we may notify you of such excess usage. If such excess usage does not cease within 30 days after such notice, we may charge you for such excess usage. We may charge you a monthly fee per device not to exceed \$5.00 per device, to cover our costs of standard shipping and handling supplies. Standard shipping typically allows for delivery in no more than three business days. Expedited shipping options are available at an additional cost to you. In addition, if you elect, we may charge you a monthly fee per device ("Connectivity Assurance") for providing remote connectivity troubleshooting throughout the term of the Agreement. The services will be limited to remote technical assistance only and shall not include any related necessary hardware or software costs. If we identify the connectivity problem relates to an IT issue that is outside of our control such as a network setting or IT hardware issue, we will work with your IT department to communicate the necessary information. As an alternative to your IT department, our IT technicians may be able to assist you if provided the necessary access rights but any such work will be billable at our hourly rates. Service calls will be performed during normal business hours of Monday through Friday 8:00 a.m. to 5:00 p.m. except holidays. A separate written agreement must be executed if you may require service calls outside of normal business hours. In the absence of a written agreement and in the instance we are able to perform service calls outside of normal business hours, you agree to pay additional charges at our overtime rates.

6. SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software, license renewal fees, or the obligations of you or the licensor under any license agreement. Any software that is included in the equipment purchased shall be subject to and Customer agrees to abide by the terms of the software license issued in connection with the use of such software. Any annual software license renewals and associated labor for renewals or upgrades or labor for troubleshooting software are not included and will be billed separately unless otherwise stated. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason; provided, however, you may elect to pay a monthly fee per device to have us provide you this service ("Secure Data Protection").

7. LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

8. ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. **You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else.**

9. LOSS OR DAMAGE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses, or damages, including attorney fees, in any way relating to the Equipment or data stored on it. In no event will we be liable for any consequential or indirect damages.

10. INSURANCE. You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as lender's loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to either (A) secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium and an insurance fee, which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance; or (B) charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. **NOTHING IN THIS SECTION WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT.** If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 2% per annum.

11. TAXES. We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees (including personal property tax) relating to the Equipment and this Agreement. If we pay any taxes or other expenses that you owe hereunder, you agree to reimburse us when we request and to pay us a processing fee for each expense or charge we pay on your behalf. Sales or use tax due upfront will be payable over the term with a finance charge. You hereby grant us a security interest in the Equipment to secure all amounts you owe us under any agreement with us, to be released at the end of the term provided you have performed all of your obligations under this Agreement.

12. END OF TERM. At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew for an additional one-year period under the same terms unless a) you provide us written notice, at least 60 days prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

13. DEFAULT AND REMEDIES. You will be in default if: (a) you do not pay any payment or other sum due to us or any other person when due or if you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates or any material agreement with any other lender, (b) you make or have made any false statement or misrepresentation to us, (c) you or any guarantor dies, dissolves or terminates existence, (d) there has been a material adverse change in your or any guarantor's financial, business or operating condition, or (e) any guarantor defaults under any guaranty for this Agreement. If you are ever in default, at our option, we can terminate this Agreement and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, both discounted at 2% per annum. We may also use all other legal remedies available to us, including disabling or repossessing the Equipment and requiring you to immediately stop using any financed software. You agree to pay all our costs and expenses, including reasonable attorney fees and repossession costs, incurred in enforcing this Agreement. You also agree to pay interest on all past due amounts, from the due date, at 1.5% per month. Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. If interest is charged or collected in excess of the maximum lawful rate, we will refund such excess to you, which will be your sole remedy.

14. UCC. If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

15. MISCELLANEOUS. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. Within 30 days after our request, you will deliver all requested information (including tax returns) which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. The parties agree that (i) this Agreement and any related documents hereto may be authenticated by electronic means; (ii) the "original" of this Agreement shall be the copy that bears your manual, facsimile, scanned or electronic signature and that also bears our manually signed signature; and (iii) to the extent this Agreement constitutes chattel paper (as defined by the UCC), a security interest may only be created in the original. You agree not to raise as a defense to the enforcement of this Agreement or any related documents that you executed or authenticated such documents by electronic or digital means or that you used facsimile or other electronic means to transmit your signature on such documents. Notwithstanding anything to the contrary herein, we reserve the right to require you to sign this Agreement or any related documents hereto manually. If a court finds any provision of this Agreement unenforceable, the remaining terms of this Agreement shall remain in effect. You authorize us to either insert or correct your proper legal name, the Agreement number, serial numbers, model numbers, beginning date, and signature date, and acknowledge that if we filled in any blanks above, we did so on your behalf. All other modifications to the Agreement must be in writing signed by each party.

Amendment

This Amendment amends that certain agreement by and between Access Systems, Inc. ("Owner") and County of Woodbury dba Woodbury County Zoning ("Customer") which agreement is identified in the Owner's internal books and records as Agreement No. LS-7313565 (the "Agreement"). All capitalized terms used in this Amendment, which are not otherwise defined herein, shall have the meanings given to such terms in the Agreement. Owner and Customer have mutually agreed that the following modifications be made to the Agreement.

1. The sentence in the section entitled "**IMAGE CHARGES AND OVERAGES**" which reads "After the end of the first year of this Agreement and not more than once each successive twelve-month period thereafter, the Base Payment Amount and the Excess Per Image Charges (and, at our election, the Base Payment Amount and Excess Per Image Charges under any subsequent agreements between you and us that incorporate the terms hereof) may be increased by a maximum of 10% of the then existing payment or charge," is hereby deleted in its entirety and replaced with the following:

"After the end of the fifth year of this Agreement and not more than once each successive twelve-month period thereafter, the Base Payment Amount and the Excess Per Image Charges (and, at our election, the Base Payment Amount and Excess Per Image Charges under any subsequent agreements between you and us that incorporate the terms hereof) may be increased by a maximum of 10 % of the then existing payment or charge."

Except as specifically modified by this Amendment, all other terms and conditions of the Agreement remain in full force and effect. If, and to the extent there is a conflict between the terms of this Amendment and the terms of the Agreement, the terms of this Amendment shall control. A copy of this document containing your original or facsimile signature or other indication of your intent to agree to the terms set forth herein shall be enforceable for all purposes. This Amendment is not binding until accepted by Owner.

Access Systems, Inc.

Owner

By:

Signature

Print Name & Title

Date Accepted:

County of Woodbury dba Woodbury County Zoning

Customer

By: **X**

Signature

Print Name & Title

Date:



1055 SE Olson Drive Waukee, Iowa 50263

P:515.987.6227 F:515.987.6228

www.AccessSystems.com

BUYOUT AUTHORIZATION

Customer Name: County of Woodbury dba Woodbury County Zoning
Description of Device(s): _____

Equipment leased or under service contract by Customer from a Third Party (Customer to provide invoice copy)

Upon execution and delivery by Customer of a sale, lease/rental, service and/or other agreement, Access Systems ("AS") agrees to pay to the Customer or Payee identified below, an amount not to exceed \$500.00 to pay off and/or reduce Customer's obligations owed under that certain equipment lease/maintenance agreement between Customer and Payee relating to the equipment.

Check Payable to (Note: Access Systems must cut the check to the Customer directly, not your previous Vendor):

Customer or Payee Name _____
Address _____
City, State, Zip _____
Attention _____

Customer agrees to the following:

- This payment does not terminate or transfer payment obligations the Customer has with any existing third-party lease or maintenance agreement.
- Customer must continue to make the existing lease payment or make arrangements to obtain a final lease or maintenance agreement payoff and make said payoff.
- Customer understands that existing lease and/or maintenance agreement obligations must be fulfilled in addition to any new lease obligations Customer may execute in connection with equipment purchased from AS.
- Customer to use the funds provided by AS to reduce or payoff the existing lease obligations with their current vendor.
- Any additional charges such as costs associated with the return of leased equipment or service contract obligations beyond the amount indicated above are the responsibility of Customer.
- Customer to obtain the final buyout amount from the current vendor. AS will adjust the check amount to this final buyout amount assuming the amount is does not exceed the amount listed above. In the event the final buyout costs exceed the amount listed above, Customer may pay the difference or renegotiate the terms of the lease to include the balance due.

Agreed and Accepted (Customer): **Access Systems:**

By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Non-Appropriation Addendum



Title of lease, rental or other agreement: LS-7313565 (the "Agreement")

Lessee/Renter/Customer: County of Woodbury dba Woodbury County Zoning ("Customer")

Lessor/Lender/Owner: Access Systems, Inc. ("Company")

This Addendum (this "Addendum") is entered into by and between Customer and Company. This Addendum shall be effective as of the effective date of the Agreement.

- 1. INCORPORATION AND EFFECT.** This Addendum is hereby made a part of, and incorporated into, the Agreement as though fully set forth therein. As modified or supplemented by the terms set forth herein, the provisions of the Agreement shall remain in full force and effect, provided that, in the event of a conflict between any provision of this Addendum and any provision of the Agreement, the provision of this Addendum shall control.
- 2. GOVERNMENTAL PROVISIONS.** Customer hereby represents, warrants and covenants to Company that: (a) Customer intends, subject only to the provisions of this Addendum, to remit to Company all sums due and to become due under the Agreement for the full term; (b) Customer's governing body has appropriated sufficient funds to pay all payments and other amounts due during Customer's current fiscal period; (c) Customer reasonably believes that legally available funds in an amount sufficient to make all payments for the full term of the Agreement can be obtained; and (d) Customer intends to do all things lawfully within its power to obtain and maintain funds from which payments due under the Agreement may be made, including making provision for such payments to the extent necessary in each budget or appropriation request submitted and adopted in accordance with applicable law. If Customer's governing body fails to appropriate sufficient funds to pay all payments and other amounts due and to become due under the Agreement in Customer's next fiscal period ("Non-Appropriation"), then (i) Customer shall promptly notify Company of such Non-Appropriation, (ii) the Agreement will terminate as of the last day of the fiscal period for which appropriations were received, and (iii) Customer shall return the Equipment to Company pursuant to the terms of the Agreement. Customer's obligations under the Agreement shall constitute a current expense and shall not in any way be construed to be a debt in contravention of any applicable constitutional or statutory limitations or requirements concerning Customer's creation of indebtedness, nor shall anything contained herein constitute a pledge of Customer's general tax revenues, funds or monies. Customer further represents, warrants and covenants to Company that: (a) Customer has the power and authority under applicable law to enter into the Agreement and this Addendum and the transactions contemplated hereby and thereby and to perform all of its obligations hereunder and thereunder, (b) Customer has duly authorized the execution and delivery of the Agreement and this Addendum by appropriate official action of its governing body and has obtained such other authorizations, consents and/or approvals as are necessary to consummate the Agreement and this Addendum, (c) all legal and other requirements have been met, and procedures have occurred, to render the Agreement and this Addendum enforceable against Customer in accordance with their respective terms, and (d) Customer has complied with all public bidding requirements applicable to the Agreement and this Addendum and the transactions contemplated hereby and thereby.
- 3. INDEMNIFICATION.** To the extent Customer is or may be obligated to indemnify, defend or hold Company harmless under the terms of the Agreement, any such indemnification obligation shall arise only to the extent permitted by applicable law and shall be limited solely to sums lawfully appropriated for such purpose in accordance with Section 2 above.
- 4. REMEDIES.** To the extent Company's remedies for a Customer default under the Agreement include any right to accelerate amounts to become due under the Agreement, such acceleration shall be limited to amounts to become due during Customer's then current fiscal period.
- 5. GOVERNING LAW.** Notwithstanding anything in the Agreement to the contrary, the Agreement and this Addendum shall be governed by, construed and enforced in accordance with the laws of the state in which Customer is located.
- 6. MISCELLANEOUS.** This Addendum, together with the provisions of the Agreement not expressly inconsistent herewith, constitutes the entire agreement between the parties with respect to the matters addressed herein, and shall supersede all prior oral or written negotiations, understandings and commitments regarding such matters. This Addendum may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to constitute one and the same agreement. Customer acknowledges having received a copy of this Addendum and agrees that a facsimile or other copy containing Customer's faxed, copied or electronically transmitted signature may be treated as an original and will be admissible as evidence of this Addendum.

Customer (identified above): County of Woodbury dba Woodbury County Zoning	Company: Access Systems, Inc.	
By:	By:	Date: ____ / ____ / ____
Print name:	Print name:	Title:
Title:	Agreement Number: LS-7313565	
Date: ____ / ____ / ____	Master Agreement Number (if applicable):	

This document is to be completed by a purchaser when claiming exemption from sales/use/excise tax. Certificates are valid for up to three years.

Purchaser Name _____

Seller Name Access Technologies

Address _____

Address 1055 SE Olson Drive

City _____ State _____ ZIP _____

City Waukee State IA ZIP 50263

General Nature of Business _____

Telephone Number _____

Purchaser is doing business as:

Retailer

Sales/Use/Excise Tax Permit Number (if required)

Retailer Car Dealer

Enter your DOT number _____

Governmental Agency (including public schools)

Wholesaler Farmer Lessor

Manufacturer Nonprofit Hospital

Private Nonprofit Educational Institution

Qualifying Residential Care Facility

Nonprofit Museum

Other _____

Purchaser is claiming exemption for the following reason:

Resale Leasing Processing

Qualifying Farm Machinery/Equipment

Qualifying Farm Replacement Parts

Qualifying Manufacturing Machinery/Equipment

Research and Development Equipment

Pollution Control Equipment

Recycling Equipment

Qualifying Computer

Qualifying Replacement Parts/Supplies

(Manufacturing, R&D, Pollution Control, Recycling,

Computer)

Direct Pay (permit number required) _____

Other _____

Description of Purchase (Attach additional information if necessary)

Copier Equipment

Under penalty of perjury, I swear or affirm that the information on this form is true and correct.

Signature of Purchaser _____ Title _____ Date _____

Seller: Keep this certificate in your files.

Purchaser: Keep a copy of this certificate for your records.

Do not send to the Iowa Department of Revenue.

Instructions

This exemption certificate is to be completed by the purchaser claiming exemption from tax and given to the seller. The seller must retain this certificate as proof that exemption has been properly claimed. The certificate must be complete to be accepted by the seller. The seller can accept an exemption certificate only on property that is qualified (see the exemptions below) or based on the nature of the buyer. If property or services purchased for resale or processing are used or disposed of by the purchaser in a nonexempt manner, the purchaser is then responsible for the tax.

General Information about Exemptions

Resale: Any person in the business of selling who is purchasing items to resell may claim this exemption. The purchaser can be acting as either a retailer or wholesaler and may not be required to have a sales/use/excise tax permit. Retailers with a sales/use/excise tax permit number must enter it in the space provided.

Processing: Exempt purchases for processing include tangible personal property which by means of fabrication, compounding, manufacturing, or germination becomes an integral part of other tangible personal property ultimately sold at retail; chemicals, solvents, sorbents, or reagents used, consumed, dissipated, or depleted in processing personal property intended to be sold ultimately at retail, and chemicals used in the production of free newspapers and shoppers guides. Note: To claim an exemption for fuel used to create heat, power, or steam for processing or for fuel used to generate electric current, use Iowa Sales Tax Exemption Certificate, Energy used in Processing or Agriculture.

Qualifying Farm Machinery/Equipment: The item must be one of the following:

1. A self-propelled implement directly and primarily used in agricultural production, such as a tractor.
2. An implement directly and primarily used in agricultural production that is customarily drawn or attached to a self-propelled implement in the performance of its function, such as a plow.
3. A grain dryer (heater and blower only) directly and primarily used in agricultural production.
4. A snow blower, rear-mounted or front-mounted blade, or rotary cutter used in agricultural production, if attached to or towed by a self-propelled implement.
5. A diesel fuel trailer, seed tender, all-terrain vehicle, or off-road utility vehicle primarily used in agricultural production.
6. Tangible personal property that does not become a part of real property and is directly and primarily used in livestock or dairy production, aquaculture production, or the production of flowering, ornamental, or vegetable plants.
7. Auger systems, curtains, curtain systems, drip systems, fans, and fan systems, shutters, inlets, shutter or inlet systems, and refrigerators used in livestock or dairy production, aquaculture production, or the production of flowering, ornamental, or vegetable plants.
8. An auxiliary attachment improving safety, performance, operation, or efficiency for items 1 through 7.
9. A replacement part for items 1 through 8.
10. A container, label, carton, pallet, packing case, wrapping, baling wire, twine, bag, bottle, shipping case, or other similar item used in agricultural, livestock, or dairy production.

Qualifying Manufacturing Machinery/Equipment: The item must be computers, machinery, equipment, replacement parts, supplies, or material used to construct or self-construct computers, machinery, equipment, replacement parts, or supplies used for one of the following purposes:

1. Directly and primarily used in processing by a manufacturer.
2. Directly and primarily used to maintain integrity or unique environmental conditions for the product.
3. Directly and primarily used in research and development of new products or processes.
4. Directly and primarily used in recycling or reprocessing of waste products.

Pollution Control Equipment: The equipment must be used by a manufacturer primarily to reduce, control, or eliminate air or water pollution.

Qualifying Computers: The computers must be used in processing or storage of data or information by an insurance company, financial institution, or commercial enterprise.

Direct Pay: Businesses and individuals who pay their taxes directly to the Department rather than to the seller **must** enter their Direct Pay permit number in the space provided.

Private Nonprofit Educational Institutions: Purchases made by Iowa private nonprofit educational institutions used for educational purposes are exempt.

Not exempt from sales/use/excise tax are purchases by most other private nonprofit organizations such as churches, fraternal organizations, clubs, etc., for use by those organizations. For more information about sales/use/excise tax exemptions, see the Department's website (<https://tax.iowa.gov>).



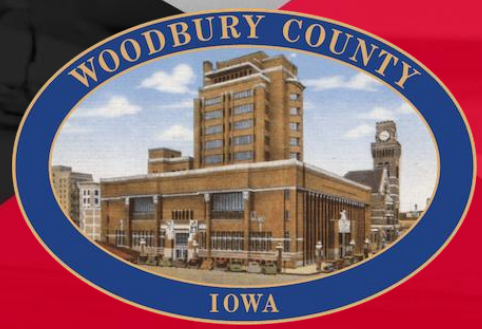
Keeping Offices Connected



ACCESS SYSTEMS

PROPOSAL AND INVESTMENT PLAN

The contents of this proposal are confidential trade secret information and intended for the use of Woodbury County Planning & Zoning Department. The contents here in may not be reproduced without the specific written permission of Access Systems. This is a proposal only and information in nature. Actual contract terms and conditions, as well as final pricing, may change, and will be submitted upon your request.



Pricing in this proposal expires 15 days after noted date on this cover.

Access Systems, founded in 1986, is one of the oldest technology companies and has grown significantly over the years to become an elite office technology provider. We are one of the largest independent Sharp dealers in Iowa and one of the largest independent Sharp dealers in the nation. We are one of the few companies in the Midwest that offers IT services, phone system solutions, document management and printing solutions.

Why Choose Access

Experience

Access Systems is one of the most tenured office technology companies in the Midwest.

Locations

From a single location, we have grown to multiple locations across Iowa, Wisconsin, Nebraska, South Dakota, and Minnesota.



Solutions

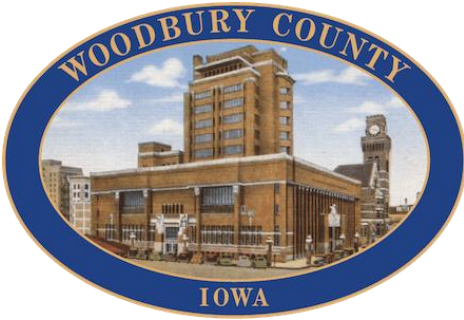
In the beginning, we only offered IT. Today, we provide managed services for copiers and printers, document imaging, and telecommunications. Whatever your needs, we have the ideal solution for your organization.

Team

Access Systems would not continue to thrive without a strong team. We know satisfied employees will put customers first, prioritize your needs, and develop tailor-made solutions to fit your business.

Awards and Certifications

Access Systems has consistently been recognized within our industry and beyond for outstanding services, products and culture. We have been recognized by Sharp, Ricoh, Top Workplaces, CRN, Better Business Bureau, and Microsoft.



IMPROVEMENT PLAN

Proposed Equipment Overview – Sharp 70C45 Machine – With Inner finishing unit

Quantity	Model	Description
1	BP-70C45	45 PPM B&W / 45 PPM Full-Color Workgroup Document System
1	BP-70C45	50-sheet Staple Inner Finisher
1	BP-70C45	Fax Expansion Kit
	BP-70C45	Center Exit Tray (required if no finisher installed)
1	BP-70C45	Stand/3 x 550-sheet Paper Drawers

SEE ATTACHED BROCHURE

Overview

The New Color Advanced Series from Sharp. Taking organizations to the future of business communication by helping them work simply smarter. Designed to fit today's diverse workstyles, the new Advanced Series color document systems enable workers to collaborate and share information seamlessly and securely throughout their office environment. Enhanced cloud services such as Microsoft Teams makes it easy to streamline communication and boost productivity with hybrid workers.

*Bitdefender antivirus option available summer 2022.





Sharp Device Capabilities

Integrated scanning with Office 365, exchange, and Gmail and other applications

With this new platform end users will be able to authenticate at the device through PaperCut MF and utilize its Single Sign On (SSO) features. What this means for the end user is the ability to use their own email account to send documents. Therefore, the email with attachment will appear in their sent folder and the recipient will see who the email was sent from. In addition, the end user will have access to their personal contacts at the device.

Active Directory Integration (out of the box)

This neat feature allows for users to navigate home folders as well as any server folders they have access to, using their active directory credentials. No more having to scan to a generic folder then refile at your desk. Simply select the folder from the menu on the copier screen and your documents will be saved.

IT loves this feature as it simplifies the scan to folder set-up process. IT simply inputs the Active directory information, and the copier takes it the rest of the way. No more having to set up individual folders that are shared out to all members.

Walk up Sensors.

All walk up copiers are equipped with walk up sensors. This feature enables the device to sense a user at the machine and automatically begin the warmup process. This eliminates time spent at the copier as well as reduces overall energy consumption.

Duplexing Single Pass Document Feeders

All walk up devices are equipped with Duplexing Single Pass Document Feeders. This means the scanner are capable of scanning both side of a sheet of paper at the same time. This in turn significantly increase the scanning speed of the MFP.

QWERTY Keyboard equipped.

All walk up devices are equipped with a QWERTY keyboard making scanning and naming documents a breeze. Simply pull out the keyboard from under the screen and start typing.

Cloud storage integration

All walk up devices will be equipped with cloud integration including Dropbox, Box, Google Drive, One Drive, SharePoint.

OCR Capabilities

All walk up copiers are equipped with Optical Character Recognition (OCR) technology. This feature set allows the devices to identify words, numbers, and symbols typed on a piece of paper. In addition, this product can be used to scan documents in as word, power point, and excel files.

Adobe Postscript Enabled

Standard PCL6 and Adobe Postscript printing systems to help you speed through all your printing needs. These new models support the new Adobe embedded print engine which print PDF files with greater accuracy and performance.

Environmentally Friendly

Sharp is committed to environmental sustainability and corporate responsibility including planning, designing, manufacturing, distribution, and product end of life management. Sharps green product guidelines include designing products that consume less power, using recycled materials, reducing the number of materials used in product packaging, and labeling the types of materials used in production.

Toner recycling program

Sharp commits to offering zero-waste-to-landfill recycling for sharp consumables at no cost to their customers. This program includes cartridges, bottles, toner collection containers, and drum units.

Environmental Leader

Sharp is a multi-year winner of the energy star annual excellence in energy proficiency product design. Sharp is also a multiyear winner of the smart way excellence award which recognizes companies for conserving energy and lowering greenhouse gas emissions in logistics and transportation.

Multilayer security features

Firmware attack prevention and self-recovery – helps identify a malicious intrusion and restore the machine firmware to its original state.

Whitelisting features – detects access attempts to the machine file system and denies access if the source data is not on the whitelist

Authority Groups – Manage and restrict scanning printing and copying features to safeguard data and control costs.

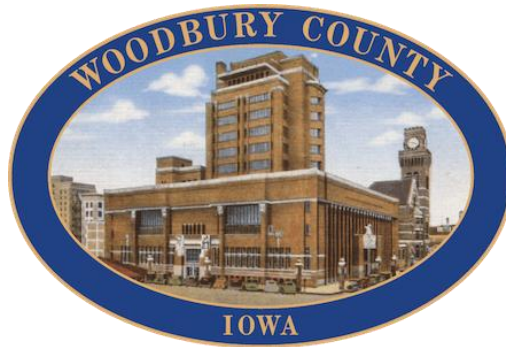
Active Directory Group policy – Administrators can apply active directory group policy to the device which offers centralized configurations and control.

SSO integrated ID Card authentication

End Of Lease Feature – erases all data and personal information as well as print a confirmation report

Centrally managed security dashboard - monitors security settings and can automatically reset security policies if changed locally at the machine

PROPOSED OPTION



Bundle Payment	Term
\$259.60	60

Monthly Payment above is for Lease, Service & Supplies.

Your Bundle Payment includes the following:

- ✓ All equipment, parts, labor, toner, and service calls.
- ✓ Up to 2,000 B&W Copier pages per month with additional pages billed quarterly at \$0.0035 per page.
- ✓ Up to 3,000 Color Copier pages per month with additional pages billed quarterly at \$0.0350 per page.
- ✓ ALL RATES LOCKED FOR ENTIRE 5 YEAR TERM
- ✓ Account reconciliations and reviews.
- ✓ Remote Meters and Auto Toner Replenishment.
- ✓ NASPO VALUE POINT GPO PRICING CONTRACT #188627
- ✓ Up to \$500 in Shipping Assistance to cover return shipping. Jake to coordinate with Insured Shipper.

EXCLUDES: paper and staples.

ORIGINAL PROPOSED LOFFLER PRINT RATES:

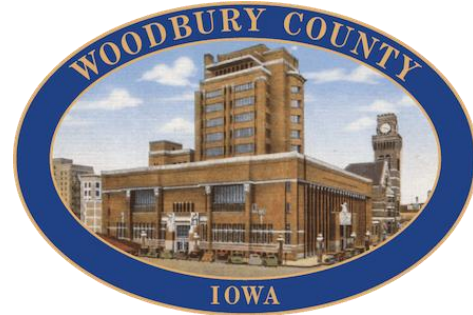
MONO = .0078

Color = .0525

Financial Impact: Current Print Spend is over \$400 a month with service and lease. Positive impact goal of reducing spend with a significant rate reduction, while improving the technology and its services included.



Conclusion Letter



Daniel & Team,

Thank you for allowing me the opportunity to provide an improvement plan. I enjoy being able to make a difference for our communities. I am happy I was able to find a program that provides amazing value that adapts to the ever-changing print industry. I believe with my industry experience and knowledge paired with our award-winning service we can provide the best possible solution for your printing needs. We put together a program built with an advanced series machine with multi-layered security features that would be a longer-term solution as opposed to machines that are essential or those that lack advanced solutions. These machines are brand new to the industry as of last summer and we have them available with a 4-6-week lead time. They are a hot commodity. If you have any additional questions, please don't hesitate to reach out to me!

Industry Trophy Case:

- 4 x President Club Award
- Senior Consultant of the Year
- Access Excellence Award
- Elite Performer Award
- New Print Consultant of the Year
- 2023 Branch of the Year

Sincerely,

Jake Rogers

Major Technology Consultant
Enterprise/National Manager



Let's Connect



IA | NE | SD



Ph. 712.717.5800
Ph: 402.884.9999
Cell. 712.212.8947



jrogers@accesssystems.com
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CONTACT ME

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PROUDLY SERVING SIOUXLAND & ALL SURROUNDING AREA'S



2020-2025



2015-2025



ESSENTIALS SERIES COLOR DOCUMENT SYSTEMS

simply smarter



- BP-50C26
- BP-50C31
- BP-50C36
- BP-50C45



The New Color Essentials Series from Sharp.

Taking organizations to the future of business communication by helping them work simply smarter.

Designed to fit today's diverse workstyles, the new Essentials Series color document systems enable workers to collaborate and share information seamlessly and securely throughout their office environment. Available enhanced cloud services such as Microsoft Teams makes it easy to streamline communication and boost productivity with hybrid workers.



Easy-to-use Touchscreen

The easy-to-use Sharp touchscreen display is built on an award-winning design and delivers an accurate, responsive user experience, imperative for today's sophisticated workflows.

Technology Focused on Efficiency

The Essentials Series leverages the latest technology to help users get their work done with ease and efficiency. Innovative features like enhanced auto skew correction ensure jobs come out right the first time, every time.

Versatile Application Integration

Maximize productivity and collaboration with easy access to expanded cloud services, quickly connect with mobile devices to print and scan files, even utilize touchless operation with the Sharp Synappx Go app.

Leading Security

In today's hybrid working environments its vital to protect endpoint devices from security threats, that is why the Essentials Series uses the latest security technology to help ensure your data remains safe.

Flexible Sleek Design

Elegant cabinet design with easy-roll casters, soft-close paper drawers and contemporary color scheme make the Essentials Series a perfect fit for any office environment.



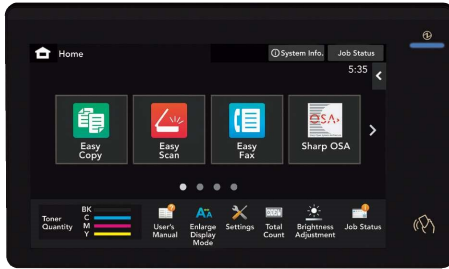
Smart features that enhance productivity and efficiency.

Streamlined workflows that are safe, secure and fit today's diverse work styles.

Work more efficiently

Collaborate better with colleagues

Secure your document workflows



10.1" (diagonally measured) customizable touchscreen display.



BP-50C45 shown with Inner Folding Unit, Right Side Exit Tray, and 2-drawer Paper Deck.

- 100-sheet reversing single-pass feeder scans originals at speeds of up to 80 images per minute.
- Flexible paper handling supports media up to 300 gsm, allowing users to print on a wide variety of paper stock or media.
- New Inner Folding Unit option offers a variety of fold patterns, including tri-fold, z-fold and others.
- Smart controller design ensures MFP firmware is up to date by periodically checking for updates.
- Energy Star 3.0 certified and offers among the lowest standby power consumption in the category.
- Enhanced touchscreen delivers an accurate, responsive user experience and provides easy access to features.
- Easily collaborate with hybrid workers with optional cloud services, such as Microsoft Teams, Google Drive™, Dropbox and others.
- Strong, multi-layered security such as system integrity check at startup, firmware attack prevention and optional Bitdefender® antivirus to help protect your data.*
- Supports native Universal Print from Microsoft with optional PostScript Kit enabling businesses to easily adapt to this popular cloud service.
- Optional wireless LAN supports 5 GHz Wi-Fi for stable, high-speed network communication.
- Sharp OSA® Technology provides a secure and intuitive user experience for integrated workflows (optional).

Designed for today's individual workstyles.

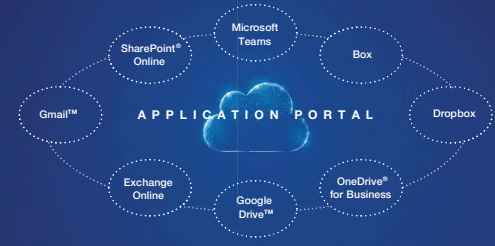
From media handling to workflow and collaboration, the new Essentials Series delivers the features businesses need to get the job done.

Sharp makes it easy for businesses to execute jobs quickly, leaving more time for the actual business at hand. Easily scan documents at speeds up to 80 ipm using the 100-sheet reversing single-pass document feeder. Image processing technology and Artificial Intelligence (AI) can automatically adjust resolution, compression as well as detect original size and adjust for skewed documents when scanning. The award-winning, tablet style touchscreen delivers an accurate, responsive experience, while menu-driven Easy Modes offer fast, simple operation enabling users to get their copying and scanning tasks done in less time.



Print and Share Documents Easily¹

Seamlessly collaborate with colleagues even when they are working remotely. With Cloud Connect, businesses gain access to popular cloud services including Microsoft Teams, Google Drive, and others. The Sharp Application Portal, makes it easy for administrators to add new apps and update existing apps right from the MFP touchscreen.



Integrate with Email Applications

In addition to native capability, the available Email Connect feature enables seamless scan-to-email integration with Microsoft Exchange/365 and Gmail™ user accounts, making it easy to identify the sender of scanned files.

Intelligent Image Processing Options

Scan documents to popular file formats including Microsoft Word, PowerPoint and Excel, as well as Searchable PDF, Encrypted PDF and others. Direct Print the same file types from thumb drives, cloud applications and mobile devices.² Adobe Embedded Print Engine direct prints PDF files with greater speed and rendering accuracy.

Flexible Printing Solutions

PCL 6 and available Adobe PostScript 3 printing helps users speed through their work. The 128 GB solid state drive processes jobs quickly. Serverless Print Release enables users to print a job and release it from up to eight supported models. Native Universal Print from Microsoft with optional PostScript kit eliminates the need for on-premises infrastructure, and enables IT to manage printers directly through a centralized portal.



*Bitdefender antivirus option available summer 2022.

¹ Some features require optional equipment and/or software.
² This function is enabled via Qualcomm DirectOffice technology.

Smart · Connected · Secure

Integrating technology and functionality.

The New Color Essentials Series document systems provide unsurpassed performance that simply adapts to your business needs.

Reversing Single-Pass Feeder
100-sheet document feeder scans originals at speeds of up to 80 images per minute.

Smart Scan
Image processing technology and AI can automatically adjust resolution, compression, as well as detect original size and adjust for skew.

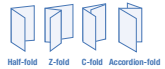
Smart Touchscreen
Enhanced touchscreen is easy to use and delivers the responsiveness and accuracy users expect.

Advanced Multi-layer Security
Leading security features plus optional BitDefender antivirus provide enhanced protection against network intrusions.¹

Exceptional Image Quality
1,200 x 1,200 dpi resolution delivers razor-sharp text and graphics.

Microsoft Friendly
Simplify workflow and enhance collaboration with Universal Print native integration and the optional Microsoft Teams connector.

Advanced Finishing
Sharp gives you a variety of high-performance finishers to choose from to help complete the job on time. New inner folding unit option offers four popular folding patterns.



Sharp Color Consistency System
Advanced auto-calibration helps ensure color output is always at peak performance.



Flexible Paper Handling
Feed up to 300 gsm media through the paper drawers and supports up to 12" x 18" output size.

Large Capacity Cassette
Available large capacity cassette offers an additional 3,000-sheet capacity for a maximum on-line paper capacity of 6,300 sheets.



Touchless Operation
Scan, Copy and Print Release with award-winning Synappx Go app.

Access to Cloud Services
With the optional Cloud Connect feature, easily print and scan documents to popular cloud applications.

Optional Wireless Networking
5 GHz Wi-Fi technology and WPA3 encryption deliver fast, reliable data that helps provide strong protection from hackers.

Collaborate on-the-go with quick access to mobile devices.

The Essentials Series makes it easy to share data with tablets and smartphones even in busy office environments.



Print with Popular Mobile Technologies
With the optional PostScript kit, the Essentials Series supports printing using popular mobile technologies such as Apple AirPrint®, and Android printing with the Sharp Print Service plug-in.

Optional Wireless Networking
Print directly to the MFP from mobile devices without interfering with the corporate network! 5 GHz technology and WPA3 Encryption deliver fast, reliable data that is well protected from malicious intruders.

Touchless Operation with Synappx Go
With the Synappx Go app, it's easy to email or copy documents remotely. Simply tap the touchscreen with your smartphone. Get extended remote features such as print release, scan/print from cloud services, and display collaboration by upgrading to a subscription version.

Scan and Print with Sharpdesk Mobile
With Sharpdesk Mobile, a free downloadable app for most mobile devices, users can quickly scan and print files from tablets and smartphones.¹



Centralized device management helps ensure optimal uptime.

Seamlessly connect technology and drive collaboration with easy access solutions.

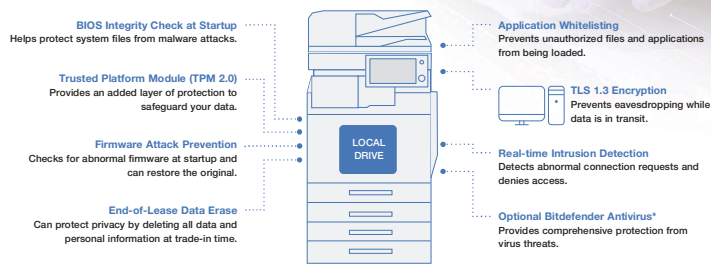
Seamless Device Management
On premises, Sharp Remote Device Manager (SRDM) simplifies device monitoring and management. Event-driven alerts help maximize uptime. SRDM also offers centrally managed security settings, pre-configured driver distribution, energy save settings and more. SRDM is available as a free download.¹

Unified Cloud-based Monitoring and Management
Synappx Manage cloud service enables IT administrators and service providers to remotely manage Sharp MFPs and displays from a single portal.² Proactive monitoring and remediation helps minimize administrator burden, as well as provide insight for optimized investments.

¹ Go to www.sharppusa.com for a list of supported equipment and operating systems.
² Synappx Manage available summer 2022.

Multi-layer security features to help businesses stay a step ahead of hackers.

The new Essentials Series utilizes leading security technology to help organizations protect their data and meet regulatory requirements.



- **Active Directory (AD) Integration** Enables the MFP to join the network domain as a computer, making it a trusted device.
- **Supports AD Group Policy** Allows administrators to centrally manage select security settings and enforce their own policy.
- **256-bit AES Encryption** Ensures data that resides on the local drive is protected.
- **Protects Access to the Device** IP/MAC address filtering, 802.1x authentication and port control protect access to the device.
- **Protects Data in Transit** IPsec and SMB 3.1.1 protocols, as well as TLS 1.3 use data encryption to protect data.
- **WPA3 Wi-Fi Encryption** Supports the latest data encryption standard for wireless networking security.
- **Authority Groups** Enables administrators to define various groups for different users, which can limit or restrict access to specific features.
- **Optional Data Security Kit** Offers expanded security functions and restricted access features for highly sensitive environments.



ESSENTIALS SERIES BP-50C26/50C31/50C36/50C45

Environmental Commitment

Sharp is committed to environmental sustainability and corporate responsibility.

A Responsible Approach to Design
Sharp MFPs adhere to the Sharp Corporation Green Products Guidelines, which requires designing products that consume less power, use recycled materials and reduce materials used in packaging.

Toner Recycling Program
Sharp offers zero-waste-to-landfill recycling for Sharp consumables at no cost to our customers and encourages them to recycle their Sharp toner cartridges by providing them with a pre-paid recycling kit for return to our facility.

Environmental Commitment
The Sharp Essentials Series models are ENERGY STAR® 3.0 qualified and RoHS compliant. These products also have one of the lowest TEC values in their category as well as one of the lowest stand-by power consumption ratings. Sharp MFPs are EPEAT® registered.

For more information about Sharp environmental leadership including information about energy efficient products, electronics, or toner cartridge recycling, please visit www.sharppusa.com/environment.

The New Color Essentials Series. Simply Smarter.

Designed to fit today's hybrid workstyles, offering intelligent features and connectivity that enable office workers to collaborate with colleagues seamlessly and securely even when they are working remotely. To learn more, visit www.sharppusa.com.



SHARP SHARP ELECTRONICS CORPORATION
100 Paragon Drive, Montvale, NJ 07645
1-800-BE-SHARP • www.sharppusa.com

Design and specifications subject to change without notice.



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*BitDefender antivirus option available summer 2022.

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

Date: 03/13/2025 Weekly Agenda Date: 03/18/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Laura Sievers, PE, Woodbury County Engineer

WORDING FOR AGENDA ITEM:

Consideration of resolution to vacate excess County right of way near Highway 141 at Sloan

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Vacate abandoned portion of old road right of way due to Highway 141 construction in the 1960s.

BACKGROUND:

Highway 141 west of Sloan was realigned in the 1960s leaving the old roadway intact. A building has since been constructed on this abandoned portion of roadway. A request was received by the landowner to vacate and clean up the land records.

FINANCIAL IMPACT:

None

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:

Recommend the Board vacate the designated excess road right of way.

ACTION REQUIRED / PROPOSED MOTION:

Motion to vacate excess right of way near Highway 141.

RESOLUTION NO. _____

WOODBURY COUNTY, IOWA

VACATION OF EXCESS RIGHT OF WAY

WHEREAS the Code of Iowa, section 306.10 gives the Board of Supervisors the power on its own motion to alter or vacate and close any highway or road under its jurisdiction, and

WHEREAS the Code of Iowa, section 306.11 allows the Board to vacate a road right of way held by easement that will not change the traveled portion of the road or deny access to adjoining landowners, and

WHEREAS a road vacation under the circumstances outlined in section 306.11 does not require a hearing, and

WHEREAS there is excess right of way on the previous Highway 141 alignment and

WHEREAS vacation of the excess right of way does not affect access or highway use, and

WHEREAS the Board of Supervisors no longer believes the County needs to maintain its easement on the following County right of way,

NOW THEREFORE BE IT RESOLVED that the Woodbury County Board of Supervisors, enters the following order in regard to the aforementioned right of way vacation.

The Board of Supervisors order the following described right of way be vacated.

All of the east 1199.8' of abandoned road right of way between Section 30 and 31, Township 86 North, Range 46 West of the Fifth Principal Meridian, Woodbury County, Iowa, as shown on Exhibit "A" attached hereto containing 1.82 acres more or less.

NOW THEREFORE BE IT RESOLVED by the Woodbury County Board of Supervisors that all interest in the subject section of road right-of-way be vacated, subject to utility easements of record for ingress and egress.

SO ORDERED this 18th day of March, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Daniel Bittinger II, Board Chair

ATTEST:

Mark Nelson, Member

Michelle K. Staff
Woodbury County Auditor

Matthew Ung, Member

Kent Carper, Member

David Dietrich, Member

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

Date: 03/13/2025 Weekly Agenda Date: 03/18/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Daniel Bittinger

WORDING FOR AGENDA ITEM:

Consideration and approval of FY26 Improvement Requests

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Restritctions from House File 718 allows limited growth in the General Basic & Rural Basic fund. Each improvement request will be vetted on an individual basis and merit inorder to make budget.

BACKGROUND:

See attached improvement requests for each department.

FINANCIAL IMPACT:

See attached improvemnt request overview for specific financial impact of each request

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:

Motion to approve _____ improvement request for FY26 budget

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve _____ improvement request for FY26 budget

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division: Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to purchase a new rescue truck.

Justification:

Rescue unit #204 is a 2016 Dodge Ram 3500 crew cab 4x4 diesel one ton class truck and currently has 185,207 miles of use. This is the oldest of the two used for daily responses. The department has responded to 1144 calls for service with expectations of increased request for service. It is estimated that this unit will be near 200,000 miles by July 2025.

Financial Impact:

The cost of the new unit would be \$101,300.00 The cost covers the vehicle and the components needed to complete the unit for service.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$101,300.00	Vehicle new
	Total	\$101,300.00	

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division: Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to remove and replace the front (south) approach to the main building. This considered a high priority.

Justification:

The front (south) approach has outlived its useful life span and has begun to crack and breakup. A portion of it is sidewalk is used by guests and nearby residents as a walking path. The broken sidewalk certainly creates a trip/fall risk and a financial liability to the county for those who may or use it.

Financial Impact:

The cost to remove and replace the concrete would be \$44,000.00.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$44,000.00	Grounds
	Total	\$44,000.00	

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division TI Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to install a concrete approach pad on the east side of the building.

Justification:

The concrete pad would allow us to have a good solid approach to the (former gym) east garage door when backing in large trailers or pulling them out. Currently the approach is a mixture of gravel, black top road grindings, dirt, and heaved in the center. This would also help with snow removal and drainage away from the structure as well.

Financial Impact:

The cost to install the concrete pad would be \$16,200.00.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$16,200.00	Building/grounds
	Total	\$16,200.00	

IMPROVEMENT REQUEST

Department/Division Title: Sheriff's Office Patrol Division

Request: 23 – M3 Patrol Ruggedized PC.

Justification: Due to a Windows 11 mandate which will take effect October of 2025, 23 of our current tablets will not support the Windows 11 update.

Financial Impact: 87,000

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1060-000-44600	Radio and related	\$87,000	Tablet upgrade

Total: \$87,000

IMPROVEMENT REQUEST

Department/Division Title: Sheriffs Office

Request: Licenses and software for Cellebrite. Used to open cell phones and download the information that are needed during investigations.

Justification: We have been having to go to other agencies that have this technology and as a result we are waiting sometimes up to 6 months to retrieve the data we need to make criminal cases.

Financial Impact: \$21,057.36 for this year, and a yearly fee after that.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1060-000-44901	Contractual Services	\$21,057.36	
Total:		21,057.36	

Date of Request	Department	Request	Financial Impact	Fund	Misc
1/6/2025	CED	Senior Clerk Pay Grade 4 Step 5 change to Pay Grade 5 step 5	Before 75,881.68 After 81,059.78 Financial Impact 5,178.10	0011 Rural Basic	
12/13/2024	Sheriff	8 additional Correctional Officers	81,261.99 * 8 = 650,095.92	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4 (1 of 2)	Before \$81,882.54 After \$86,088.71 Financial Impact \$4,206.17	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4 (2 of 2)	Before \$81,882.54 After \$86,088.71 Financial Impact \$4,206.17	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Senior (Grade 4) Clerk Step 5	Before \$81,882.54 After \$86,894.73 Financial Impact \$5,012.19	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 4 To Senior Clerk (Grade 4) Step 4	Before \$75,896.89 After \$80,533.32 Financial Impact \$4,636.43	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) step 3 To Senior Clerk (Grade 4) step 3	Before \$72,853.11 After \$77,466.89 Financial Impact \$4,613.78	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) step 2 To Senior Clerk (Grade 4) Step 2 (1 of 2)	Before \$70,426.39 After \$75,332.65 Financial Impact \$4,906.26	0001 General Basic	
12/12/2024	Treasurer	CC4:C10 Clerk II (Grade 3) step 2 To Senior Clerk (Grade 4) Step 2 (2 of 2)	Before \$70,426.39 After \$75,332.65 Financial Impact \$4,906.26	0001 General Basic	
12/11/2024	EMS	5 Paramedics FTE change from .05 FTE to .25 FTE	Before - \$4,468.55 ea After: \$22,342.67ea Financial Impact : \$17,874.12 ea Total: \$89,370.60	0002 General supp	
12/11/2024	EMS	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4	Before \$68,837.67 After \$72,213.19 Financial Impact \$3,375.52	0002 General supp	.80 FTE from Clerk II to Clerk III (remainder .2 is budgeted as EMT)
12/11/2024	EMS	3% additional to EMTs, EMT-As and Paramedics	Before \$807,602.52 After \$902,308.43 Financial Impact \$94,705.91	0002 General Supp	Note - this is the total of the difference adding 3% to the 3% and also changing the .05 to .25 employees
12/10/2024	Veteran's Affairs	Wage plan - Clerk III grade 5 Step 4 To Grade 6 step 4	Before \$75,116.16 After \$80,147.71 Financial Impact \$5,031.55	0001 General Basic	
12/10/2024	Veteran's Affairs	Wage Plan - Clerk III grade 5 Step 5 To Grade 6 step 5	Before \$72,875.65 After \$77,907.20 Financial Impact \$5,031.55	0001 General Basic	
11/25/2024	E911	1 FTE Position	30,107 (30.2% of total)		

From: [Daniel Priestley](#)
To: [Michelle Skaff](#); [Shona Campbell](#)
Cc: [Melissa Thomas](#)
Subject: Improvement Request for Senior Clerk Position - Dawn Norton
Date: Monday, January 6, 2025 3:20:51 PM

Good afternoon Michelle and Shona,

Please accept this budget "improvement request" for a change in grade for the Community and Economic Development Senior Clerk Position (Dawn Norton) from a Pay Grade 4, Step 5 to the **Pay Grade 5, Step 5**.

Based on our conversation, it is my understanding that this request will go to the Board of Supervisors during the department budget hearing for their consideration. It is also my understanding that Human Resources will correspond with the union on this matter.

In the meantime, please let me know if there is any additional information that will be needed from me. Thank you for your help with this process as it is definitely a new experience for me.

Respectfully and sincerely,
Dan Priestley

Daniel J. Priestley, MPA
Woodbury County Zoning Coordinator
620 Douglas Street #609
Sioux City, IA 51101

Phone: 712-279-6609
Fax: 712-279-6530
Website: WoodburyCountyIowa.gov

From: [Jennifer Beeson](#)
To: [Michelle Skaff](#)
Subject: improvement request
Date: Friday, December 13, 2024 1:41:50 PM
Attachments: [Improvement Request jail 2024.docx](#)

This is what Sheriff and Chief Wingert would like....8 additional correctional officers.
Could you give me numbers for it or would this be sufficient to turn in for the
improvement request?

IMPROVEMENT REQUEST

Woodbury County Sheriff's Office

Department/Division Title: Woodbury County Jail

Request: We are requesting to hire 8 additional correctional officers.

Justification: Due to the increase in jail population of federal prisoners, we are understaffed. An additional 8 correctional officers is needed.

Financial Impact: Funding for this position would come from the additional revenue from federal prisoners.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1050-000-10007	Full Time Salary		New Position
0001-05-1050-000-35201	FICA		Benefit Increase
0001-05-1050-000-35203	IPERS		Benefit Increase
0001-05-1050-000-35204	Group Health Insurance		Benefit Increase
0001-05-1050-000-35205	Life Insurance		Benefit Increase
0001-05-1050-000-35206	Dental Insurance		Benefit Increase
0001-05-1050-000-35207	LTD Insurance		Benefit Increase
	Total		

From: [Tina Bertrand](#)
To: [Michelle Skaff](#)
Subject: Improvement Requests
Date: Thursday, December 12, 2024 2:07:40 PM
Attachments: [2024-12-13 Improvement Request Blank Form - Clerk III - Submitted.docx](#)
[2024-12-13 Improvement Request Blank Form - Snr Clerk - Submitted.docx](#)

Michelle,

Thank you for taking the time to discuss assistance with calculating improvement requests for the Treasurer's Department. As discussed, I need some assistance in calculating the increase in gross wages and any other benefit that is a % of wages. The requests that I have are as follows:

2 positions to change from a Clerk II step 5 to a Clerk III

5 positions to change from a Clerk II to a Snr Clerk, however, since staff are at different steps please use the following for the calculations:

1. Clerk II step 5 to a Snr Clerk
2. Clerk II step 4 to a Snr Clerk
3. Clerk II step 3 to a Snr Clerk
4. 2 Clerk II step 2 to a Snr Clerk

The requests are attached; however, the budget detail (page 2) is my estimate which needs to be verified. I did not include any estimates for dental, hospitalization, life insurance or LTD insurance since these are changes in position for existing employees and not new positions. The Clerk II positions would be eliminated if the request is approved. Note all improvement requests will be funded from increase in MV fees effective 1/1/25.

Thank you again for your help on this. Your assistance is greatly appreciated!

If you have any questions, please contact me.

Thanks,

Tina M. Bertrand
Woodbury County Treasurer
822 Douglas St. Room 102
Sioux City, IA 51101
712-279-6495

IMPROVEMENT REQUEST

Department/Division Title: Treasurer

Request: As a result of more stringent DPPA requirements along with any county titling changes that take effect January 1, 2024, we are submitting a request to change two (2) Clerk II positions to two (2) Clerk III positions. This change will eliminate two (2) Clerk II positions

Justification: Currently the Treasurer's Office has only two (2) Clerk III positions. For several years, we have not had sufficient backup to support either the motor vehicle, DNR or tax departments when the current clerk(s) is absent for any reason. There are daily job duties and responsibilities assigned to these positions that must be done regardless of attendance. In addition, there are several other Clerk III tasks that cannot be assigned due limited available manhours based on current staffing levels. The impact of DPPA requirements and any county titling will require enhanced research, identity verifications and will increase the number of ERT transactions that we will receive. These impacts will exasperate an already challenging staffing need. To adequately support the Treasurer's department there is a need for two (2) additional Clerk III positions. A Clerk III is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. This person is responsible for collection of proper fees and send notification to responsible parties for collection of correct fees when shortages occur and for the preparation of the report on additional amounts collected, performing a variety of tasks dealing with the accurate and effective collection of money coming into the County including insufficient or bad check payments, sending certified letters and notifying the State of delinquent accounts, is accountable for the accurate balancing of large volumes of incoming money on a daily basis, checks paperwork, collects and records the receipt of fees paid, responsible for the cash count each day and reporting all money on hand (cash, checks and credit/debit payments) at the end of the fiscal and calendar year, and is also in charge of making change to smaller denominations on a daily basis. This position is required to perform all the same tasks as a clerk II and a senior clerk in addition to being crossed trained between all departments, assist in updating operations manual and other department resource manuals, assist in maintaining up to date department forms, assist in County website maintenance for department web pages, assign special projects for the tax department in relation to mobile homes, county held tax sale certificates, suspended taxes, and elderly and disabled tax credits. These responsibilities exceed that of Clerk II or Senior Clerk position.

Financial Impact: Funding for this position would come from increase fees that are included in the legislative action for any county titling. Total financial impact would be \$8,398.68 above projected payroll costs for the current Clerk II position.

Budget detail on page 2.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-03-8100-000-11702	DENTAL INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	(\$)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 1,472.51)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 6,307.44)	Benefit decrease
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	(\$ 10,031.38)	Benefit decrease
0001-03-8100-000-11701	LIFE INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11703	LTD INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	(\$ 106,264.62)	Current wage classification
0001-03-8100-000-11702	DENTAL INSURANCE	\$	Benefit Increase
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	\$	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 1,572.18	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 6,734.39	Benefit Increase
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	\$ 10,710.40	Benefit Increase
0001-03-8100-000-11701	LIFE INSURANCE	\$	Benefit Increase
0001-03-8100-000-11703	LTD INSURANCE	\$	Benefit Increase
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	<u>\$ 113,457.66</u>	New wage classification
		\$ 8,398.68	Total financial impact

IMPROVEMENT REQUEST

Department/Division Title: Treasurer

Request: As a result of any county titling changes that take effect January 1, 2024, we are submitting a request to change five (5) Clerk II positions to five (5) Senior Clerk positions. This change will eliminate five (5) Clerk II positions

Justification: Currently the Treasurer's Office has only one (1) senior clerk position. This position is responsible for DNR, property tax and motor vehicle services. With the increase of the use of the ERT system by dealers combined with the cross-titling changes effective January 1, 2024, we do not have appropriate support for any of the services we provide. The use of the ERT system requires an enhanced knowledge of acceptable documents and fees. Additionally, the Anthon office typically functions as a one-person office that is responsible for property tax, motor vehicle and DNR. The clerk is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. This position is required to open and close the office, order supplies, purchase postage as needed, answer the phone, daily balancing of receipts for three separate cash drawers, making daily bank deposits, custodial duties and all other duties associated with a fully functional office. These responsibilities exceed that of a Clerk II position. Combined with the increased volume associated with both any county titling and use of the ERT system there is a need for greater knowledge in the requirements associated with these tasks. This change impacts both the Sioux City and Anthon offices. To adequately support both the Sioux City and Anthon offices there is a need for five (5) senior clerk positions. There are daily job duties and responsibilities assigned to these positions that must be done regardless of attendance. A senior clerk is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. The responsibilities for this position will be required to perform all the same tasks as a clerk II in addition to daily balancing of receipts for three separate cash drawers, provide peer mentoring for training purposes and other additional staff support, preparation of periodic DNR reports along with the ability to open and close the Anthon office, order supplies, purchase postage as needed, answer the phone, making daily bank deposits and all other duties associated with a fully functional office.

Financial Impact: Funding for this position would come from increase fees that are included in the legislative action for any county titling. Total financial impact would be \$22,149.15 above projected payroll costs for the current Clerk II position.

Budget detail on page 2.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-03-8100-000-11702	DENTAL INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	(\$)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 3,270.19)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 14,007.76)	Benefit decrease
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	(\$ 22,277.99)	Benefit decrease
0001-03-8100-000-11701	LIFE INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11703	LTD INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	(\$ 235,995.66)	Current wage classification
0001-03-8100-000-11702	DENTAL INSURANCE	\$	Benefit Increase
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	\$	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 3,533.05	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 15,133.72	Benefit Increase
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	\$ 24,068.72	Benefit Increase
0001-03-8100-000-11701	LIFE INSURANCE	\$	Benefit Increase
0001-03-8100-000-11703	LTD INSURANCE	\$	Benefit Increase
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	<u>\$ 254,965.26</u>	New wage classification
		\$ 22,149.15	Total financial impact

From: [Dawn Zahnley](#)
To: [Michelle Skaff](#)
Cc: [Drew Baier](#); [Shona Campbell](#); [Lisa Ruden](#)
Subject: FY26 Improvement Requests & CIP Five Year Plan
Date: Wednesday, December 11, 2024 12:05:58 PM
Attachments: [FY26 Improvement Request-Operations Officers was Increase 3%.pdf](#)
[FY26 Improvement Request-PT Operational Officers .25 FTE.pdf](#)
[FY26 Improvement Request-Clerk II Reclassification to Clerk III.pdf](#)
[FY26 Improvement Request-Other New Rescue Truck.pdf](#)
[FY26 Improvement Request-Other Replace Front Approach.pdf](#)
[FY26 Improvement Request-Other Install Concrete Approach to Gym.pdf](#)
[FY26 CIP Capital Improvement Projects-5 Year Plan.pdf](#)
[image001.png](#)

Michelle,

We have attached the FY26 Budget Forms for Emergency Services.

We are aware the Fiscal Impacts and Budget Detail Information are still needed and will be completed once time allows you to provide.

FY26 Improvement Request

- Increase Full and Parttime Operations Officers wages by 3%
- Move Parttime Operations Officers Paramedics from .05 FTE to .25 FTE Positions
- Reclassify Dawn Zahnley from Clerk II to Clerk III

FY26 Improvement Request (Other)

- Purchase a New Rescue Truck
- Remove and Replace the Front Concrete Approach to the Main Building
- Install a New Concrete Approach on the East Side Gym Entrance

Continued Improvement Plan (CIP) Request Form-Five Year Plan

We appreciate you and your staff for all your help while preparing this budget year. If you have any questions, please let us know.

Thank you!

Dawn L. Zahnley

Clerk II/EMT

Woodbury County Emergency Services

121 Deer Run Trail

Climbing Hill, IA 51015

Ph: 712-876-2212

Cell: 712-253-4396

dzahnley@woodburycountyjowa.gov

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: This request is to move the parttime paramedics from 0.05 to the 0.25 FTE. Currently the FY 24/25 budget has two different FTEs percentages for the part time employees. The parttime Emergency Medical Technicians (EMT) are considered 0.25 (690 hr.) and the parttime Paramedics are considered 0.05 (139 hr.) employees.

Justification: This streamlines the ability to be financially responsible and keep cost down. This will aid in coverage for military leaves, sick or injuries, vacations, and FMLA.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Emergency Services request to reclassify Dawn Zahnley from a Clerk II Grade 5/Step 5 to a Clerk III Grade 5/Step 5.

Justification: Dawn Zahnley's Clerk II position with Emergency Services has expanded from a Clerk II position to include additional administrative duties and responsibilities to support the Director.

A significant portion of the duties and responsibilities she performs on a daily basis are above that of a Clerk II. Her education, certifications in multiple modalities and years of experience make her a key talent and an effective leader in our department. Dawn has earned and maintained her Iowa EMT Certification for nearly 24 years, 20 of them with the Emergency Services department. This allows her to respond and assist throughout the county as needed. Dawn successfully performs at all levels by overseeing the state EMS inspections through Iowa Department of Public Health, Bureau of Emergency and Trauma Service and Iowa Board of Pharmacy. Additionally, she supports all levels of leadership with her deep knowledge of State of Iowa processes and procedures. Dawn plays an integral role by assisting the Director with budgets, interpreting medical guidelines on multiple levels, communicating with our Medical Director, Iowa Donor Network, Iowa Medical Examiner, scheduling trainings, and monitoring patient care documentation. She ensures deadlines are met for reports, and she manages personnel. Dawn is also a point of contact for rural fire and EMS department and state agencies.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: The request is to raise full and part time staff wages by 3%.

Justification: This allows the county to provide competitive wages in efforts to retain staff, while competing with other paid agencies. With a national trend of declining resource pool of experienced emergency medical technicians/paramedics and competitive market, we need to be aggressive to keep the resources we have.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

From: [Loni Kuhlmann](#)
To: [Melissa Thomas](#); [Michelle Skaff](#)
Subject: RE: Quick question
Date: Tuesday, December 10, 2024 9:31:37 AM

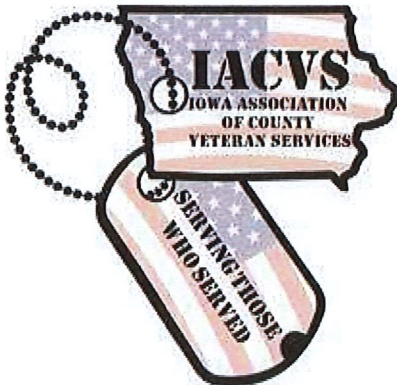
Yes, that would be helpful.

Michelle

Would you be able to help with this.

Thanks

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs
1211 Tri View Ave Suite A
Sioux City, IA 51103
Phone: (712) 279-6605 or 6606
Fax: (712) 224-4093
Email: lkuhlmann@woodburycountyiowa.gov



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From: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Sent: Friday, December 6, 2024 2:56 PM
To: Loni Kuhlmann <lkuhlmann@woodburycountyiowa.gov>
Subject: RE: Quick question

Michelle Skaff can help with these numbers.

Have you done any comparables for this position? Would you like me to pull some numbers from other counties?

From: Loni Kuhlmann <lkuhlmann@woodburycountyiowa.gov>
Sent: Friday, December 6, 2024 12:32 PM
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Cc: Lisa Robinson <lrobinson@woodburycountyiowa.gov>
Subject: FW: Quick question

I would also need Lisa's looking at it now as well.

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs
1211 Tri View Ave Suite A
Sioux City, IA 51103
Phone: (712) 279-6605 or 6606
Fax: (712) 224-4093
Email: lkuhlmann@woodburycountyiowa.gov



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From: Loni Kuhlmann
Sent: Friday, December 6, 2024 12:26 PM
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Cc: Sasha Downs <sdowns@woodburycountyiowa.gov>

Subject: Quick question

To go from a Grade 5 to Grade 6 what would be the financial impact for Sasha at this time?

Loni

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs

1211 Tri View Ave Suite A

Sioux City, IA 51103

Phone: (712) 279-6605 or 6606

Fax: (712) 224-4093

Email: lkuhlmann@woodburycountyiowa.gov



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From: [Wendi Hess](#)
To: [Michelle Skaff](#)
Subject: Improvement request
Date: Monday, November 25, 2024 10:42:03 AM
Attachments: [WCICC Communications-Training Operator County Version.docx](#)

Michelle: I am submitting an improvement request for an additional staff member; the same version was provided to Sioux City with their percentage of impace.

Is there a current tentative schedule for budget presentation to the Board? Seems like I always find out about it last minute.

Thanks,
Wendi

IMPROVEMENT REQUEST

Department/Division Title: WCICC- Communications

Request: Add Communications Training Operator Position

Justification: The last several years the Communications Center has seen constant open positions and training new staff has been a challenge. In FY2024 we had 7 new hires and in FY2025 so far 3; we expect the hiring to continue for years to come with anticipated retirements. Training new staff has been falling on current full-time staff and is overwhelming. We need a position dedicated to onboarding and training new staff, coordinating all the training activities and making sure that current staff has the required continuing education. The Communications Operations Supervisor is currently trying to coordinate all the training but with that position being allocated 50% to Starcomm duties is has become overwhelming and our training program is suffering, we are not doing quality reviews or medical call review like we should. Adding this position could potentially reduce some of the overtime expenditures as this position would be capable and required to operate a dispatch position when necessary. The last 3 years have been more challenging than most and we are not seeing any improvement; adding an additional staff member could take off some of burden currently shouldered by full time staff in turn improving morale. This request fits into the City of Sioux City budget priorities of public safety personnel.

Financial Impact: Financial impact total would be \$99,692.00. Woodbury County's portion at 30.2% would be \$30,107.00. Financial impact is based on the median range for the position based on the assumption that a current full time Communications Operator would most likely be promoted to this position and the low range would be below what they are currently earning.

BUDGET ACCOUNT DETAIL

Account Number:	Description:	Amount:	Explanation:
723-8602-411.10.01	Full Time Salary	\$59,040	AFSCME Grade A15
723-8602-411.16-01	FICA	\$3,660	
723-8602-411.16-02	Medicare	\$856	
723-8602-411.16-03	Retirement IPERS	\$5,573	
723-8602-411.16-17	PPO Med Plan	\$27,103	
723-8602-411.16-18	Life Insurance 25000	\$56	
723-8602-411.16-19	Madison National LTD	\$255	
723-8602-411.16.37	City Comp Dental	\$1,525	
723-8602-411.16-41	Deferred Comp	\$1,624	
	Net Impact	\$99,692.00	