

DECEMBER 23, 2025, FIFTY-SECOND MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, December 23, 2025, at 4:00 p.m. Board members present were Carper, Dietrich, Nelson, Bittinger II, and Ung (by phone). Staff members present were Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Melissa Thomas, HR Director, Joshua Widman, Assistant County Attorney, 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.

Motion by Bittinger second by Nelson to approve the December 23, 2025 agenda. Carried 5-0. Copy filed.

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

To approve minutes of the December 16, 2025 meeting. Copy filed.

To approve the claims totaling \$395,880.01. Copy filed.

To approve the appointment of Valerie Rose to the Veteran Affairs Commission. Copy filed.

To approve the separation of Deborah McDermott, Clerk II, County Treasurer Dept., effective 12-26-2025. Resigned.; the reclassification of Stefani Nunez-Diaz, Youth Worker, Juvenile Detention Dept., effective 01-05-2026, \$23.62/hour, 4 hrs=\$0.91/hr. Per AFSCME Juvenile – Move from Step 1 to Step 2. Anniversary Date: 1/6/26.; Trevor Brass, Assistant County Attorney, County Attorney Dept., effective 01-05-2026, \$122,157.00/year, 3 hrs=\$4,109.00/yr. Per AFSCME Attorney – Move from Step 8 to Step 9. Anniversary Date: 1/15/26.; the appointment of Zachary Wingert, Deputy, County Sheriff Dept., effective 01-05-2026, \$35.55/hour. Authorization to Hire Approved on 12/9/2025; and the appointment of Ven Uvence, Clerk II - Tax, County Treasurer Dept., effective 01-12-2026, \$19,892/hour. Job Vacancy Posted on 10/22/25. Entry Level Salary: \$12.82/hr. Copy filed.

To approve the underground utility permit for Mid-American Energy Company. Copy filed.

Carried 5-0.

Motion by Bittinger second by Nelson to close Woodbury County government Friday, December 26, and provide employees that must work or are not scheduled to work will be compensated by one personal day to their accrual bank be used by June 30th, 2026. Carried 5-0. Copy filed.

Michelle Skaff, Woodbury County Auditor, Tina Bertrand, Woodbury County Treasurer, and Melissa Thomas, HR Director addressed the board regarding the paid time off.

Information was presented by Chairperson Bittinger on LEC maintenance funds. Copy filed.

Motion by Bittinger second by Nelson to approve Tony Wingert as the LECA at-large citizen for Woodbury County with effective start date of January 20, 2026. Carried 5-0. Copy filed.

A public hearing was held at 4:40 p.m. for the proposed Zoning Ordinance Map Amendment (rezone) form AP to AE on parcel #874624200011 for Doug Skinner (Skinner Holdings LLC). The Chairperson called on anyone wishing to be heard.

Doug Skinner spoke in favor of the ordinance. Cindy Foix, and Gary McMullen spoke against the ordinance.

Motion by Bittinger second by Nelson to close the public hearing. Carried 4-0, Dietrich abstained.

Motion by Bittinger second by Nelson to approve the third reading of the proposed Zoning Ordinance Map Amendment (rezone) from AP to AE on parcel #874624200011. Carried 4-0, Dietrich abstained. Copy filed.

Motion by Bittinger second by Nelson to approve the Ordinance, Zoning Ordinance Map Amendment (Rezone) form AP to AE on parcel #874624200011 for Doug Skinner (Skinner Holdings LLC). If determined, also approve the condition of restricting development to no more than three additional single-family dwelling units within the said area to be rezoned and/or subdivided. Carried 1-3, Carper, Nelson, and Ung opposed, Dietrich abstained. Copy filed.

Motion by Bittinger second by Nelson to receive the final report and the Zoning Commission's recommendation from their 11/24/25 meeting to approve the final plat of 252nd Overlook, a minor subdivision to Woodbury County, Iowa with the conditions of including a corrected plat dimension (754.64 feet) and a restriction limiting development to no more than three additional homes within the proposed subdivision area. Carried 4-0, Dietrich abstained. Copy filed.

Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution accepting 252nd Overlook, a minor subdivision to Woodbury County, Iowa with the condition of including a corrected plat dimension (754.64 feet). A restriction limiting development to no more than three additional single-family dwelling units within the proposed subdivision area. Carried 4-0, Dietrich abstained.

**BOARD OF SUPERVISORS
RESOLUTION #13,979
ACCEPTING AND APPROVING 252ND OVERLOOK
A MINOR SUBDIVISION
WOODBURY COUNTY, IOWA**

Whereas, it appears that said plat conforms with all the provisions of the code of the State of Iowa and ordinances of Woodbury County, Iowa, with reference to the filing of same; AND

Whereas, the Zoning Commission or Woodbury County, Iowa has recommended the acceptance and approval of said plat; AND

Whereas, the County Engineer of Woodbury County, Iowa has recommended the acceptance and approval of said plat.

Now therefore, be, and it is hereby resolved by the Woodbury County Board of Supervisors, Woodbury County, Iowa, that said Plat of 252nd Overlook, a Minor Subdivision to Woodbury County, Iowa, be, and the same is hereby accepted and approved, and the chairman and secretary of the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, are hereby directed to furnish to the owners an proprietors a certified copy of this resolution as required by law.

Passed and approved this 23rd day of December, 2025

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

Reports on committee meetings were heard.

Dan Priestley addressed the board for clarification on the plat map changes and also provided planning and zoning meeting Information.

Board concerns were heard.

The Board adjourned the regular meeting until December 30, 2025.

Meeting sign in sheet. Copy filed.

Vendor Name	Vendor Number	Payable Description	Total Payments
4-Way Stop Shop	1037	gas bookmobile	72.98
Access Systems Leasing	105258	Sharp Copiers	315.31
Artillery Media Inc	501416	Website maintenance & security plan-DC25	59.00
AT&T Mobility	103362	FirstNet	1,704.10
Batteries Plus-129	101820	Batteries	24.14
Bomgaars	27846	9113 Salt hardware batteries	1,522.55
Bound Tree Medical LLC	99477	Paramedic Budget, Medical Supplies	1,758.69
Brass****, Trevor	500197	Professional Bar Duess Trevor Brass	275.00
Bright & Shine Cleaning Services LLC	501765	Janitorial service for DPWC-11/12/25-12/11/25	1,264.00

BrownKings Design	501089	2024-25 Exhibit updates-Final payment/DPWC	9,076.00
C/W Suter & Son Inc	86382	Danbury AC repairs	466.29
Calhoun Communications Inc	100833	Danbury tower light repairs	1,120.00
Canon Financial Services Inc.	40698	Contract Charge	197.00
Card Service Center	501759	EMA Credit Card Monthly	6,251.63
Centurylink	103380	Shop Telephone	238.78
Chesterman CO	321643	Water	201.30
Chirnikwa****, Zane	103711	Breakfast, Program, Meeting & Mileage	69.32
Cintas / Cintas FirstAid and Safety	501072	First aid cabinet services/BL	48.09
CNA Surety	103566	Randy Hunt bond	355.00
Cole Papers Inc	500417	9113 Custodial supplies	1,169.81
Colum Software PBC	501322	Legal Publication	400.20
Community Action Agency	99895	General Relief	10,817.50
Correctionsville Corner Hardware	100894	Buildings - C/Vile Shop	11.98
CPV/Guardian	501176	Household Supplies	861.86
Daga's Mexican Grill, LLC	501556	Holiday Luncheon	5,025.00
Delta Dental of Iowa	962	Weekly Dental Wire	3,887.95
Donovan, Joseph M.	500670	Veterans Day Program & Mileage	12.46
Dorling Morningside Pharmacy	70899	medication	207.21
Exolab Pest Elimination	104086	9113 Pest control	295.00
Electronic Engineering Co (DMA)	75647	Radio Part #420	7.51
Fedex	81003	Postage	32.05
Fremont Tire Co (Hwy 73N)	86756	Vehicle repairs	50.29
Gill Hauling Inc	500533	3134-271251	195.72
Gordon Fleesch Company Inc	500181	Lexamark Printers	423.19
Grafix Inc	105073	Polo	42.00
H2040 Inc	893	bottled water	119.00
HD Supply Facilities Maintenance	501831	910T Table repair	6.76
Healy Welding	101752	Parts, Labor, Welding Supplies #221	3,255.98
Hedman Law Firm, PLLC.	105425	General Matters	246.75
Hinds, Philip	501720	Breakfast, Veterans Day, Commission & Mileage	72.54
Holiday Inn (DM-Fleur'Dr)	298000	Lodging for Foremen @ Maintenance Conference	1,881.80
Hunt, Randy	105527	Farmers	2,901.84
Hydraulic Sales & Service	115400	Parts #417	139.60
IMON Communications LLC	501596	County Share	2,446.86
Innovative Benefit Consultants Inc	105492	Weekly Flex Benefits	1,338.35
Iowa Dept of Transportation (A-H)	118637	Rock Salt	2,680.33
Iowa Law Enforcement Academy	118798	School	750.00
Istate Truck Center	103383	Parts #306	2,017.09
Jacks Uniforms & Equipment	121600	Uniforms	1,173.85
Jimenez****, Candelario A	1104	Work Comp	255.07
Johnstune Supply	102146	9103 HVAC filters	622.92
Joist's Truck Alignments, LLC	500271	Parts & Labor #301	2,344.58
Knoepfer Chevrolet Co	317100	Parts & Labor #56	139.92
Leeds Pharmacy	141229	Work Comp	279.50
Mail House	148553	Postage & Meter - DMV	1,507.49
Mansfield, John	105072	Pancake Breakfast, Commission Meeting & Mileage	68.76
Matheson-Linwood	103164	Welding Supplies	760.32
Matney****, Nicholas	501834	US District Court Certified Records	16.00
Meandars	199721	Lumber and shop supplies-BL-58	1,220.80
Mercury Soundand Occupational Health	1529	weekly nursing visits	227.50
MFC Auto LLC	501424	Tire Repair #46	25.61
Mid American Energy (D-H)	159813	Acct 75080-57013/Electric service-11/7-12/10/DPWC	3,200.73
Midwest Monitoring & Surveillance	102504	bracketeal rental	1,800.00
Midwest Wheel	161205	Shop Tools	78.69
Mouw****, Jon	500812	9113 Dishwasher parts reimbursement	26.77

Munger Reinschmidt & Denne	98836	General counsel	3,548.60
Murphy Tractor	99032	Parts, Filters, Paint, Bolls #214, #217	6,838.59
Neapolitan Labs LLC	500484	Election Website	1,500.00
New Century FS	501769	Propane	1,615.30
New Cooperative Inc (FT Dodge-IA)	104730	Gasoline, Diesel	1,739.84
Northeast Glass Service	485	Labor #56, #501	645.00
Nystrom Electric	102943	WDOC Remodel	1,195.00
Office Elements	100254	Shorter panels for front office	2,130.60
One Office Solution (Nortolk)	104853	One Office Solution (Nortolk)	2,145.16
O'Reilly Auto Parts	102797	Parts #20	64.49
Oto City of	180887	Water @ Oto Shed	50.38
Parker, Barbara	99064	Farmers - 2025	2,982.80
Peterson****, Diane Swoboda	239171	Plane Ticket to PRAA for Diane Swoboda Peterson	312.16
Phoenix Supply	104275	Household Supplies	209.00
Postmaster (Homick)	101843	annual Homick library	90.00
Rasmussen Mechanical Services	102834	9101 Boiler repair	3,151.14
Record Printing & Copy Ctr LLC	194837	Envelopes	238.00
Road Machinery & Supplies	978	Batteries #217	411.22
Sapp Bros. Inc.	500664	Diesel - Saltix	17,036.43
Satellite Central Inc.	501485	cable	1,250.00
Sioux City Community School District	214000	November meals	3,600.55
Sioux City Fire Rescue	105704	transport	350.00
Sioux City Trees (417)	213400	910125 Supervisors Supervisor 50%	4,871.09
Sioux City Winnebago Co	226451	Nov 21 Drain clean	26.90
Sioudand Lock & Key	301000	Keys	8.90
Skaff****, Michelle	104333	HDMI Adapter for PEO Training	77.17
Sloun Public Library	103498	Parents drainage district	1,200.00
Sneaksy	100676	Law Enforcement Library	700.00
Square Tire Gordon Drive	102019	Parts & Labor #103	209.97
Steffen Truck Equipment Inc	105183	Parts #306	724.39
Stockton Towing Inc	500505	Transports	6,700.00
Summit Food Service LLC	500010	Food	18,974.64
The Frank Dunn Company LLC	501630	High Performance Patch	1,792.00
TreviPay	501609	Shop Tools - Homick Shop	440.74
Tyler Technologies	100663	CO ASSR: PROPERTY TAX MGMT 11/1-26/25	29,660.07
Ultra No Touch Car Wash	19	CO ASSR: 1 WASH CRO#268338	13.00
Unity Point Health at Work	501803	2025 Wellness Blood Draws	32,410.50
USCellular	500677	Hot Spots & Phones	246.01
Veendra & Kimm Inc	239345	professional services 10/19/25 to 11/15/25 tema	2,427.30
Verizon Wireless	98927	780533285-00001	5,295.52
Veteran Information Service	103058	NS Newsletters & Benefits Books	142.00
Visual Edge IT, Inc	104794	Printer Usage	98.96
Waterbury Funeral Service	100534	#1260 - Cremation Assistance	1,550.00
Wellmark Blue Cross & Blue Shield	1503	Weekly Medical Fees	133,211.46
Western Iowa Equipment	105659	Parts #303	176.84
Western Iowa Tech	248200	EMA December Rent	4,992.71
Whitfield & Eddy, P.L.C.	501261	LEC Meters	64,868.00
Williams & Company Communications	105594	Phone repair	105.00
Wilson & Peachack, P.L.C.	501725	Tn Rise, Inc.	17,342.50
Woodbury Cnty Rec	254200	Tower utilities	1,231.27
Woodbury County Emergency Management	104689	ID Badges	79.00
Ziegler Inc	274129	Generator monitoring	730.00

Grand Total: 461,504.32