

MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS
MEETING HELD ON JANUARY 3, 2023

- 1) The Board of Supervisors of Sioux County, Iowa, met pursuant to adjournment at 9:00 a.m. with Linda Wynia, County Deputy Auditor presiding as Temporary Chairman until a new Chairman was appointed. Members present were Jerry Muilenburg, Carl Vande Weerd, Craig Hoftzyer, Dan Altena and John Degen via Zoom.
- 2) County Deputy Auditor, Linda Wynia called for nominations for Chairperson. Supervisor Vande Weerd nominated Supervisor Muilenburg. No other nominations were received. Motion by Vande Weerd and supported by Hoftzyer to appoint Supervisor Muilenburg as Chairperson. Motion carried unanimously. Chairman Muilenburg presided over the remainder of the meeting.
- 3) Chairman Muilenburg called for nominations for Vice-Chairman. Vande Weerd nominated Supervisor Degen. No other nominations were received. Motion by Vande Weerd and supported by Altena to appoint Supervisor Degen as Vice-Chairman. Motion carried unanimously.
- 4) Minutes of the meeting held on December 27, 2022, were submitted. Motion by Hoftzyer and supported by Vande Weerd to approve the minutes as submitted. Motion carried unanimously.
- 5) Claims for December 30, 2022 were approved by the Board electronically as submitted by the County Deputy Auditor.
- 6) Chairman Muilenburg requested a motion to approve the following 2023 committee assignments. Motion by Vande Weerd and supported by Altena to approve the assignments as presented. Motion carried unanimously.

Committee	Member	Member	Alternate
Board of Health Liaison	Hoftzyer		Vande Weerd
Cherokee Mental Health Institute - Advisory Committee	Muilenburg		Vande Weerd
Civil Defense and Enhanced Services	Altena		Degen
County Buildings and Grounds	Degen	Muilenburg	
County Communications & Emergency Management	Degen	Muilenburg	Vande Weerd
County Farm	Muilenburg		Hoftzyer
County Personnel and Policy	Muilenburg	Degen	
Creative Living Center	Vande Weerd		Hoftzyer
Dept. of Human Services Service Area Advisory Board	Hoftzyer		
Mid Sioux Opportunity	Altena	Muilenburg	
Northwest Iowa Regional Housing Trust Fund	Hoftzyer		
Northwest Iowa Regional Development	Vande Weerd		Muilenburg
Northwest Iowa Planning and Development Commission	Altena		Muilenburg
NW IA Area Solid Waste Agency	Muilenburg		Vande Weerd
Officers to Sign Farm Service Agency Papers	Hoftzyer		Muilenburg

REAP, Conservation Board Liaison	Degen		Vande Weerd
Regional Airport Board	Altena	Muilenburg	Joel Sikkema
Regional Transit Authority	Altena	Muilenburg	
Safety Committee	Muilenburg		
Security Committee	Degen	Muilenburg	
Sioux Rivers Regional Mental Health MHDS	Vande Weerd	Hoftzyer	
Sioux County Trails	Altena		Hoftzyer
Third Judicial District Department of Correctional Services	Hoftzyer		Muilenburg
Wellness Committee	Muilenburg		
Work Force Development	Muilenburg		Altena
Youth Emergency Services Board (YES)	Vande Weerd		Altena
Northwest Iowa Regional Housing Authority (3 year term)	Hoftzyer		
Northwest Iowa Regional Housing Trust Fund (3 year term)	Hoftzyer		

- 7) Chairman Muilenburg requested a motion to approve the following appointments to County positions. Motion by Hoftzyer and supported by Altena to approve the appointments as presented. Motion carried unanimously.

Position	2023
County Engineer, County Weed Commissioner, Sanitarian	Joel Sikkema
Veterans Affairs Director	Kathi Wetter

- 8) Chairman Muilenburg requested a motion to approve the following appointment to County position. Motion by Altena and supported by Hoftzyer to approve the appointment as presented. Motion carried unanimously.

Position	2023
County Zoning Administrator, Community Services Director, General Services Director for General Assistance Program & Environmental Health Administrator	Shane Walter

- 9) Chairman Muilenburg requested a motion to approve the following appointments to County positions and boards/commissions. Motion by Vande Weerd and supported by Altena to approve the appointments as presented. Motion carried unanimously.

Position	2023
Regional Service Coordinator	Jim McManaman
County Medical Examiner	Jason Koelewyn
County Deputy Medical Examiner	Bradley Kamstra
County Deputy Medical Examiner-Investigator	Jeff Nohava

10) Chairman Muilenburg requested a motion to approve the following appointments to County positions and boards/commissions. Motion by Hoftzyer and supported by Vande Weerd to approve the appointments as presented. Motion carried unanimously.

Position	2023
County Board of Health Member	Keri Frick
Planning & Zoning Commission Members	Minde Schuiteman
	Jeff Van Voorst
Board of Adjustment Member	Teresa Van Sloten
County Conservation Board	Josh Boersma
Loess Hills Development & Conservation Authority	Rob Klocke

11) Motion by Altena and supported by Vande Weerd to appoint the following list of Township officials and West Sioux Benefited Fire District Official for terms that expire 12/31/2026. Motion Carried unanimously.

First Name	Last Name	Office	Township
Jerry	Jensen	TRUSTEE	Buncombe
Janna	Kingma	CLERK	Buncombe
Mike	Hoekstra	TRUSTEE	Capel
Mel	Reuvers	CLERK	Capel
Renaë	Calkhoven	TRUSTEE	Center
Mark	Sneller	CLERK	Center
Brian	Vander Hamm	TRUSTEE	Eagle
Toshia	Moffatt	CLERK	Eagle
Marc	Schuver Jr.	TRUSTEE	East Orange
Tanner	Christoffel	CLERK	East Orange
Joseph J.	Konz	TRUSTEE	Floyd
Steve	Bogaard	CLERK	Floyd
Leslie	Ranschau	TRUSTEE	Garfield

Jeff	Rehder	CLERK	Garfield
Mike	Kruse	TRUSTEE	Grant
Leroy A.	Kreykes	CLERK	Grant
Todd	Rowenhorst	TRUSTEE	Holland
Lois	Huitink	CLERK	Holland
Nate	Van Zweden	TRUSTEE	Lincoln
Marlys	Nettinga	CLERK	Lincoln
Lorna	Easton	TRUSTEE	Logan
Sunday	Ford	CLERK	Logan
Rachel	Granstra	TRUSTEE	Lynn
Corey	Diekevers	TRUSTEE	Lynn
Gregory	Jansen	CLERK	Nassau
Warren	Post	TRUSTEE	Plato
Lori	Kleyer	CLERK	Plato
Tim	Renken	TRUSTEE	Reading
Susan K.	Houlton	CLERK	Reading
Matt	Kooima	TRUSTEE	Rock
Terry	Kooima	CLERK	Rock
David	Brown	TRUSTEE	Settlers
Sharon	Van De Stroet	CLERK	Settlers
Dwayne	Van Meeteren	TRUSTEE	Sheridan
Isaac	Hoftyzer	CLERK	Sheridan
David L	Koopmans	TRUSTEE	Sherman
Julie	Vis	CLERK	Sherman
Gerald	Rens	TRUSTEE	Sioux
Mike	Claussen	CLERK	Sioux
Marvin	Kingma	TRUSTEE	Washington
Donna J.	Obbink	CLERK	Washington
Micah	Schouten	TRUSTEE	Welcome
Roger D	Bomgaars	CLERK	Welcome
Matt	Schuiteman	TRUSTEE	West Branch
Al	Bloemendaal	CLERK	West Branch
Todd	Ericson	TRUSTEE	WSBF District

12) Motion by Vande Weerd and supported by Hoftyzer to appoint the following Condemnation Commissioners/Eminent Domain for calendar year 2023. Motion carried unanimously.

Last Name	First Name	Category
Woudstra	Brandon	Banker
Hansen	Gregory	Banker
Lauters	Tony	Banker

Van Oort	Dennis	Banker
Walhof	Eric	Banker
Broek	Mike	Banker
Wiggins	Michael	Banker
De Weerd	Donna	Real Estate Broker
Ericson	Todd	Real Estate Broker
Moret	Emily	Real Estate Broker
Pluim	Dale	Real Estate Broker
Krommendyk	Donald	Real Estate Broker
Zomer	Mark	Real Estate Broker
Jansen	Jennifer	Real Estate Broker
Aalbers	Brent	Real Estate Owner City
Damstra	Donald	Real Estate Owner City
Van Roekel	Les	Real Estate Owner City
Hulstein	Greg	Real Estate Owner City
Korver	TJ	Real Estate Owner City
Ruhland	Russ	Real Estate Owner City
Porter	Randy	Real Estate Owner City
Kellen	Jerry	Real Estate Owner Township
Schafer	Brian	Real Estate Owner Township
Schmidt	Scott	Real Estate Owner Township
Van Kley	Pete	Real Estate Owner Township
Von Arb	Mark	Real Estate Owner Township
Schouten	Micah	Real Estate Owner Township
Peters	Dennis	Real Estate Owner Township

13) Linda Wynia, Sioux County Deputy Auditor, reported that the following five newspapers have filed written applications to become one of the three official county newspapers for calendar year 2023 and that a contest exists for the selection of said official newspapers:

- Capital-Democrat
- Sioux Center News
- Siouxland Press
- Hawarden-Independent Examiner
- Rock Valley Bee

Wynia will request the five newspapers submit an affidavit and subscriber list in a sealed envelope to be delivered to the Auditor's office by 9:00 a.m. on Tuesday, January 10, 2023. The Board will determine which three newspapers have the highest subscriber list at the January 10, 2023, board meeting to make the determination of the three official newspapers. Motion by Vande Weerd and supported by Hoftzyer to discuss during the January 10, 2023 Board meeting. Motion carried unanimously.

- 14) Supervisor Vande Weerd initiated discussion about Community Health Partners moving to their new location. Originally, the move was scheduled for January. However, additional work to the generator and firewall need to be completed first. This will push the move date to February 2023. Vande Weerd received a quote from Venema Construction for \$22,590.00 to install the firewall. Motion was made by Altena and supported by Hoftyzer to accept the quote. Motion carried unanimously.
- 15) Jessie Huitink, Program Director Foster Grandparent & Senior Companion Programs, reported on the needs of the agency, including a new laptop. Huitink also presented the numbers the agency currently serves in Sioux County. A funding request of \$8,000.00 was made for FY2023. The Board took no action on this request at this time.
- 16) Chelsie Robins and Sheri Konz, representatives from the Orange City Daycare, reported on the needs of the agency. Robins stated that rising costs of supplies, equipment and staffing are affecting affordable daycare. Robins requested funding for FY2023 for the Orange City Daycare in the amount of \$10,000. The Board took no action on this request at this time.
- 17) Tom Kunstle, Sioux County Attorney,
- Presented three leases the County will take over at the proposed fairgrounds. These leases will take effect on February 1, 2023. Motion by Hoftyzer and supported by Altena to mail the leases to each of the affected tenants. Motion carried unanimously.
 - Updated the Board on the interview process for a new legal assistant. Kunstle also reported that a new posting will be listed for a second Assistant County Attorney position.
- 18) Joel Sikkema, Sioux County Engineer, reviewed bids for asphalt resurfacing on L14, B56 and Jefferson Ave, Project Numbers STBG-SWAP-C084(173)--FG-84, LFM-172-- 7X-84, and L-171-- 73-84. Sikkema reported the total bids as follows:

Contractor	Bid
Western Engineering Co., Inc	\$3,198,776.13
Inroads, LLC.	\$3,471,440.20
Henningsen Construction, Inc	\$3,598,065.75
Central Specialties Inc	\$3,775,012.50

- Sikkema reported that the low bid is 12% over the estimate. This amount is within range in which competition is considered adequate and is in line with current market conditions. Sikkema recommended accepting the low bid by passing the following resolution.
- Motion by Vande Weerd and supported by Altena to pass the following resolution. Roll call on voter: Vande Weerd, Yes; Altena, Yes; Hoftyzer, Yes, Degen, Yes; Muilenburg, Yes. Motion carried unanimously.

RESOLUTION 2023-04

WHEREAS, the Board of Supervisors, hereafter referred to as “the Board”, believes the project 84-C084-173-A, hereafter referred to as “the project” is in the best interest of Sioux County, Iowa, and the residents thereof. The project is defined as the HMA Resurfacing with Cold in Place

Recycling of L14 from 510th St. to Hwy. 10 and on 460th St. from K64 to 3rd Ave. in Alton, Iowa; and

WHEREAS, the Board has sought appropriate professional guidance for the concept and planning for the project and followed the steps as required by the Code of Iowa for notifications, hearings, and bidding/letting; and

WHEREAS, The Board finds this resolution appropriate and necessary to protect, preserve, and improve the rights, privileges, property, peace, safety, health, welfare, comfort, and convenience of Sioux County and its citizens, all as provided for in and permitted by section 331.301 of the Code of Iowa; and

IT IS THEREFORE RESOLVED by Board to accept the bid from Western Engineering Co., Inc in the amount of \$3,198,776.13 and awards the associated contract(s) to the same;

BE IT FURTHER RESOLVED that all other resolutions or parts of resolutions in conflict with this resolution are hereby repealed. If any part of this resolution is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the resolution or action of The Board as a whole or any part thereof not adjudged invalid or unconstitutional. This resolution shall be in full force and effect from and after the date of its approval as provided by law; and

BE IT FURTHER RESOLVED by the Board of Supervisors of Sioux County, Iowa, that after receiving the necessary contract documents, including but not limited to, the contractor's bond and certificate of insurance, Joel K. Sikkema, the Sioux County Engineer for Sioux County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the contracts in connection with the afore awarded construction project let through the DOT for this county.

Dated at Sioux County, Iowa, this 3rd day of January, 2023.

Board of Supervisors of Sioux County, Iowa

/s/Craig Hoftzyer

/s/John Degen

/s/Dan Altena

/s/Carl Vande Weerd

/s/Jerry Muilenburg, Chairman of the Board of Supervisors

Attest: /s/Linda Wynia, County Deputy Auditor

- 19)** Chairman Muilenburg presented the following depository resolution for Board approval. Motion by Vande Weerd and supported by Altena to approve the resolution as presented. Roll call on vote: Hoftzyer, Yes; Degen, Yes; Altena, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

RESOLUTION NO. 2023-01

BE IT RESOLVED, that Sioux County utilize the services of the following financial institutions for the deposit of public funds belonging to Sioux County, or coming in to its possession, pursuant to a duly executed Agreement to Receive Deposits of Public Funds. The maximum amount of \$35,000,000 may be thus deposited without further approval of this Board at any of the following institutions:

Name of Depository

Location

Rivers Edge Bank

Hawarden

Iowa State Bank

Orange City

Northwestern Bank
Peoples Bank
Premier Bank
Citizens State Bank
American State Bank
Northwest Bank
Primebank

Orange City
Rock Valley
Rock Valley
Sheldon
Sioux Center
Sioux Center
Sioux Center

BE IT FURTHER RESOLVED, that the following officers are hereby authorized and directed to execute said Agreement, to execute and deliver signature authorization cards to Depositories concurrently therewith, and to execute all drafts, checks and other documents and correspondence regarding any accounts of Sioux County at said Depositories:

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Dan Zomermaand	Treasurer	December 31, 2026
Donna Siebersma	Deputy Treasurer	December 31, 2026
Cynthia Reid	Deputy Treasurer	December 31, 2026

BE IT FURTHER RESOLVED, that the officers described above are hereby authorized and directed to take such action, and execute such documents and agreements as may be necessary to secure the repayment of the deposits of public funds authorized hereunder, including, but not limited to: Security Agreements, Bailment Agreements, Notices, and any documents or instruments supplemental or incidental thereto.

BE IT FURTHER RESOLVED, that the County Treasurer forward a certified copy of this resolution to said Depositories, and any other parties which may request it for the purposes of effectuating the deposit of public funds authorized hereunder or any security therefore, together with a certificate attesting to the names and signatures of the present incumbents of the offices described above; and that the County Treasurer further certify to said Depositories or other parties from time to time the signatures of any successors in office of any other present incumbents.

DATED this 3rd day of January, 2023

/s/Jerry Muilenburg
Chairman
Sioux County Board of Supervisors

CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of a Resolution of Sioux County, adopted at a meeting of the Board of Supervisors duly called and held on the 3rd day of January, 2023, a quorum being present, as said Resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

The officers named in the foregoing resolution have been duly elected or appointed and presently serve in their stated capacities for the terms indicated.

DATED this 3rd day of January, 2023

ATTEST: /s/Linda Wynia
Sioux County Deputy Auditor

20) Motion by Hoftyzer and supported by Altena to approve the following master matrix resolution. Roll call on vote: Hoftyzer, Yes; Degen, Yes; Altena, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

**RESOLUTION 2023-02
CONSTRUCTION EVALUATION RESOLUTION**

WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

WHEREAS, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the Board of Supervisors between February 1, 2023 and January 31, 2024 and submit an adopted recommendation regarding that application to the DNR; and

WHEREAS, the Board of Supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the Board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SIOUX COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

/s/Jerry Muilenburg
Chair, Board of Supervisors

Date: January 3, 2023

ATTEST:

/s/Linda Wynia
County Deputy Auditor

Date: January 3, 2023

21) Motion by Vande Weerd and supported by Hoftyzer to approve the following resolution appointing a county engineer. Roll call on vote: Hoftyzer, Yes; Degen, Yes; Altena, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

RESOLUTION 2023-03

BE IT RESOLVED by the Board of Supervisors of Sioux County, Iowa, that Joel Sikkema, the County Engineer of Sioux County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and Federal or State aid construction projects in this county.

Dated at Sioux County, Iowa, this 3rd day of January, 2023.

Board of Supervisors
Sioux County, Iowa

/s/Craig Hoftyzer
/s/John Degen
/s/Dan Altena
/s/Carl Vande Weerd
/s/Jerry Muilenburg, Chairman of the Board of Supervisors

Attest: /s/Linda Wynia, County Deputy Auditor

22) Motion by Hoftyzer and supported by Altena to adjourn the meeting. Motion carried and the meeting was adjourned at 10:35 a.m. until Tuesday, January 10, 2023.

/s/Jerry Muilenburg, Chairman
Sioux County Board of Supervisors

ATTEST: /s/Linda Wynia
Sioux County Deputy Auditor