

## Ringgold County Board of Supervisors Minutes October 15, 2018

The Ringgold County Board of Supervisors met in regular session Monday, October 15, 2018. The meeting was called to order at 9:00 a.m. with the following members present: Lyle Minnick and Paul Dykstra. Kraig Pennington arrived at 9:10 a.m. Also Present: Ron Landphair

A motion was made by Lyle Minnick and seconded by Paul Dykstra to approve the agenda.  
AYES: Unanimous. NAYS: None.

Treasurer Debra Cannon met with the Board to review the September month end report for her department.

Auditor Amanda Waske met with the Board to review the September month end report for her department.

At 10:00 a.m. the Board entered closed session to perform an interview for County Engineer. Motion by Dykstra and second by Minnick to enter closed session pursuant to Iowa Code §21.2 (2). AYES: Dykstra, Pennington, Minnick. NAYES: None. Present via phone: Engineer Candidate Mitchell Wostrel, Auditor Amanda Waske and Board of Supervisors Kraig Pennington, Paul Dykstra and Lyle Minnick. A motion was made by Paul Dykstra and seconded by Lyle Minnick to adjourn the closed session at 10:35 a.m. AYES: Dykstra, Pennington, Minnick. NAYES: None.

The Board reviewed the Hazard Mitigation Plan submitted by Emergency Management Director Mel Burton and moved forward with approval.

The Board moved forward with approval of claims from Wednesday, October 10, 2018.

The Board recessed at 11:50 a.m. for lunch.

At 1:00 p.m. the Board met with Road Superintendent Rod Shields and Assistant to Engineer Justin Frost. Also present: Vera Haley. Terry Barnes presented the Board with a request to close a road in section 36 of Liberty Township. The Board moved forward with setting a hearing date of Monday, October 22, 2018 at 1pm in the Board of Supervisors Office.

Shields reported P14 is open, unofficially, however the project is not fully completed. Shields stated there is still seeding to complete followed by picking up road closure signs.

The group discussed the Governor's proclamation of Ringgold County as a disaster. Shields will work with EMA Director Mel Burton on specific details of the proclamation. He stated the majority of the damage is in the eastern portion of the county.

The group discussed and reviewed specifics of the extended warranty plan for the motor graders. The group weighed the pros and cons between trading in the six maintainers versus purchasing the extended warranty on each versus purchasing a limited extended warranty. The Board tabled the approval of the extended warranty at this time so they may thoroughly review the details of each option.

Shields reported rock hauling is taking place this week. The crew is also working on the total patcher in hopes to have it out this week. General maintenance of equipment has also taken place.

Shields stated part of the crew will be placing liner pipes towards the end of the week on P33 and on J45 south of Kellerton. Mowers will be out tomorrow as well.

Frost reported the Routh Box project is pushed back. He has met with County Attorney Spurrier regarding legalities of easement purchases for the project. Pennington confirmed the group still agrees combining box projects is the best financial route to go. This will all take place next Spring. Frost spoke with a consultant at Calhoun Burns & Associates who provided direction on bridge repairs on bridges on hard surfaced roads, specifically Grant 1, located east of Longfellow's on J23.

Frost received the deficient bridge notification report from Calhoun Burns and Associates. The group reviewed and discussed these. The group agreed they need to meet to thoroughly review the current 5-year plan. A workshop will be scheduled in the coming weeks.

The Board discussed the job descriptions of Assistant to Engineer Justin Frost and Office Manager Vera Haley. Haley expressed concerns with verbiage in her job description as it relates to the hierarchy of reporting within the department. The Board explained that communication is key and establishing proper chain of command is essential in good business. Pennington explained that no duties within the job descriptions have changed other than who each person reports to. He went on to state no one is being demoted and no duties of Road Superintendent Rod Shields have changed. It was determined Shields will continue reviewing claims and payroll and will sign off on them. Frost will take over some duties of Shields as he sees fit.

#### **RESOLUTION RC18-163**

WHEREAS, the Ringgold County Board of Supervisors hereby approves the Treasurer's September month end report as presented by Treasurer Debra Cannon.

THEREFORE, a motion was made by Lyle Minnick and seconded by Paul Dykstra stating such.

The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

#### **RESOLUTION RC18-164**

WHEREAS, the Ringgold County Board of Supervisors hereby approves the Auditor's September month end report as presented by Auditor Amanda Waske.

THEREFORE, a motion was made by Lyle Minnick and seconded by Paul Dykstra stating such.

The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

#### **RESOLUTION RC18-165**

WHEREAS, the Ringgold County Board of Supervisors hereby approves the Hazard Mitigation Plan for Ringgold County.

THEREFORE, a motion was made by Paul Dykstra and seconded by Lyle Minnick stating such.

The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

#### **RESOLUTION RC18-166**

WHEREAS, the Ringgold County Board of Supervisors hereby approves claims that were paid Wednesday, October 10, 2018 (see separate claims register).

THEREFORE, a motion was made by Paul Dykstra and seconded by Lyle Minnick stating such.

The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

#### **RESOLUTION RC18-167**

WHEREAS, the Ringgold County Board of Supervisors hereby approves to set a public hearing date for Monday, October 22, 2018 to discuss closing a portion of road in Section 36 of Liberty Township.

THEREFORE, a motion was made by Paul Dykstra and seconded by Lyle Minnick stating such.

The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

**RESOLUTION RC18-168**

WHEREAS, the Ringgold County Board of Supervisors hereby approves the revised job description of Assistant to Engineer and Secondary Roads Office Manager and will review as needed.

THEREFORE, a motion was made by Paul Dykstra and seconded by Lyle Minnick stating such.


The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved October 15, 2018.

A motion was made by Paul Dykstra and seconded by Lyle Minnick to approve the minutes.

There was no further business. A motion was made by Paul Dykstra and seconded by Lyle Minnick to adjourn the meeting at 3:25 p.m.

  
Board of Supervisors Chair

ATTEST:   
Ringgold County Auditor