

MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS
MEETING HELD ON NOVEMBER 24, 2015

11-10-15 1 The Board of Supervisors of Sioux County, Iowa, met on November 24, at 9:00 o'clock a.m. with Chairman Mark Sybesma presiding. Members present were Al Bloemendaal, Arlyn Kleinwolterink, Mark Sybesma and Dennis Wright. Supervisor John Degen was not present for this meeting

11-10-15 2 Minutes of the meeting held on November 10, 2015, were submitted and the Chairman declared them approved.

11-10-15 3 Thomas Kunstle, Sioux County Attorney reported that:

- An item was brought to the attention of the County Auditor following the audit for Fiscal Year 2014/2015. Funding was received from the State of Iowa to help with the purchase of some property for County Conservation. This money (\$72,000) was deposited into the Conservation Foundation as a donation for the Nature Center. An audit trail is necessary to track this revenue from the State. The Conservation Foundation will issue a check to the General Fund to return the contribution to the County. Rob Klocke, County Conservation Director, was present for this discussion.
- Reviewed the County Attorney's fine collection report. In mid-June legislation changed the way fines are collected. This change has had little impact on the amount of revenue collected by the Attorney's office, because the Attorney's office has been putting in overtime hours to work on fine collections. Kunstle may ask for additional office help to assist with fine collection in the future.
- Updated the Board on whether our current 28-E agreement with the Siouxland Mental Health Region is legal or not. Woodbury County has some question about terminology in the agreement in regard to levying tax for the Region. The consensus of the Board is to leave the 28-E agreement as is.

11-10-15 4 Shane Walter, Sioux County Zoning Administrator reported that the Siouxland Regional Mental Health Board will meet this afternoon.

11-10-15 5 Merlin Sandbulte and a group of residents who live along a proposed Rock Valley 17th Street Walking Trail met with the Board to discuss the trail. Dorothy Eshuis told the Board that she had gained permission to fill in her ditch at her expense. This was also done by the other neighbors. She asked about abutting the trail to the road. Julius responded that this would cause a safety issue. When asked if the trail could be located on the North edge of the properties in question, Eshuis stated that Rural Water has an easement on the North side of the properties. This area is also in CRP. Donna Sandbulte stated that the trail is very close to their front window, which presents privacy and security issues. Supervisor Sybesma told the group that they will need to work with the City of Rock Valley to come to some sort of agreement on the placement of the trail. Doug Julius, County Engineer stated that the concerns expressed at this meeting will be passed on to the City. Those present for this discussion were: Ruth Serck, Ronald Serck, Leonard Rozeboom, Dorothy Eshuis, Donna Sandbulte, and Merlyn Sandbulte.

11-10-15 6 Paul Clousing and Gary De Vries met with the Board to discuss a Regional Agricultural Event Center. Clousing cited the need for a facility such as this because Sioux County is so dependent on agriculture. Sioux County Fair, the Trotters and Saddle Club have expressed interest in

an Agricultural Event Center as well. Dordt College would also use the Center. Clousing and De Vries visited a similar project in Idaho. The architect for that Center offered to draw up a plan for an Event Center for them. Clousing told the Board that Johnson Consulting will perform a feasibility analysis for this project. Dordt College, the City of Sioux Center, and the Saddle Club and Trotters group will be involved in paying for the feasibility study. The group is requesting that the County also show support for this project. A decision will be made at the next board meeting.

11-10-15 7 COMMITTEE REPORTS

- **Bloemendaal** – Attended the following meetings: Library Board, ISAC (Iowa State Association of Counties) and Northwest Iowa Planning and Development, and RIDES.
- **Kleinwolverink** – Attended the following meetings Library Board, Safety Committee, Regional Landfill Board, two airport meetings and ISAC. He also reported that he sold corn for \$3.30 per bushel. Kleinwolverink reported that Sioux County Employees participation in the Wellness program will equate to at 5% discount for Health insurance coverage for FY 2016/2017.
- **Sybesma** – Attended the Fall ISAC meetings. He sits on ISAC's Transportation Board (advisory board). Sybesma reported that \$111,000,000 more funding will be generated from the increase in gas tax.
- **Wright**– Attended the Library Board meeting and ISAC.

11-10-15 8 Doug Julius, Sioux County Engineer,

- Southern Sioux Rural Water two permits: Install PVC water line in the County Right of Way in Section 10 of Washington Township and Section 30 of Reading Township. Motion by Wright and supported by Bloemendaal to approve permits for Southern Sioux Rural Water. Motion carried, unanimous in favor, one member absent.
- Mid-American Energy – Bore electric cable along Kennedy Avenue in the County Right of Way in Sections 35 and 36 of Sheridan Township. Motion by Kleinwolverink and supported by Wright to approve a permit for Mid-American Energy. Motion carried, unanimous in favor, one member absent.
- A Sioux County sign maintenance policy has been compiled and was presented for Board approval. Motion by Wright and supported by Kleinwolverink to approve a Sioux County Sign Maintenance Policy subject to review. Motion carried, unanimous in favor, one member absent.

Sioux County Sign Maintenance Policy

In Accordance with Minimum Sign Retro-reflectivity Compliance as required by the Manual on Uniform Traffic Control Devices, 2009 Edition.

Visual Inspection Option

This policy describes the evaluation and assessment methods used for maintaining traffic sign retro-reflectivity by the Sioux County road department. The method described herein consists of routine daytime reviews for post or sign misalignment, damages or deterioration and a periodic nighttime visual inspection and replacement of necessary signs to assure adequate retro-reflectivity.

Sioux County maintains an inventory of traffic control signs using a commercial software product called “*Simple Signs*”, produced by Rowekamp Associates Inc. of Bloomington MN. Utilizing this software allows capture and recording many critical characteristics of each sign and installation, along with any historical maintenance that has been performed. *This software also has provision for both GPS coordinates and retro-reflectivity values to be entered if and when our system can be enhanced and those items are collected.*

Individual operators and maintenance crews travel the Sioux County roads both to and from specific work assignments each work day in all parts of the county. These staff members have been instructed to report any apparent problems (i.e. vision obstructions, vandalism, collision damage or substandard appearing traffic control devices). They report as soon as possible to office staff or directly to the sign technician, where they are put on a maintenance list for any needed repairs. The County Sheriff’s officers also patrol the rural roads twenty four hours a day and have been asked to report any deficiencies they observe, in addition to reporting collision sign damage. Other County officials and their personnel who travel throughout the County on the rural road system that have been asked to report any observed traffic control deficiencies. These would include the Assessor, Sanitarian, as well as Zoning and Conservation personnel. Their reports to our office staff are also added to the maintenance list.

To assure continued compliance with retro-reflectivity requirements, Sioux County has also adopted a nighttime visual inspection of all required installations every two years, using comparable signs. Based on that evaluation, appropriate follow up replacements and repairs that are noted during the inspection are then scheduled. A summary report of the nighttime inspection, showing dates and deficient signs observed is kept and also made a part of the individual sign history in the inventory system.

In order to provide consistency in our inspections, all personnel making the observations will receive training from available materials and programs. When possible, certification of inspector training will further assure that consistency. Inspections will be conducted using Sioux County owned full size pickups with factory specified headlamps that have been properly aimed. The inspector (observer) will be a county employee with normal vision within the legal limits of the State of Iowa. Headlamps and the windshield will be cleaned each night before inspections begin. The vehicle should be traveling at or near normal highway speed for this test, so two persons will be used, usually a driver with the second serving as the observer/note keeper.

A set of comparable or “eye calibration” signs, including ones with the colors of red, white, and yellow, (plus green and orange, if street signs or construction signs are included) will be used to provide the observer with a standard of retro-reflectivity before he begins each night’s inspections. These calibration signs were purchased from Osburn Associates of Logan Ohio and manufactured by Avery Dennison as part of their “Minimum Retro-reflectivity Compliance Kit” to correspond to the retro-reflectivity standards found in Table 2A-3 of the MUTCD manual and are warranted and certified in accordance with ASTM E 810. Following completion of all of the nighttime inspections for this period, the calibration signs should be stored away, inside a shed until the next inspection cycle. Under these conditions, their retro-reflectivity levels will be should be re-checked and recorded every 5 years, and when needed, signs will be replaced.

At the beginning of the night inspection period, these signs will be mounted in the county yard for the observer to view from his inspection vehicle in the typical positions that they will be encountered during an inspection. Once these signs are observed, the night’s inspection will begin. Only the low-beam headlamps of the vehicle will be used as the source of illumination for the signs and the interior light of the vehicle should remain off to the extent feasible. The inspection will be performed at or near highway speeds and from the travel lanes and not from the shoulder. As the vehicle approaches the sign, the sign’s

overall appearance in terms of brightness and legibility will be assessed. A rating scale should include, at a minimum, three designations: good, fair, and poor. The inspector will record the information for each sign and the rating that it is given. Signs rated as poor will be scheduled for replacement as soon as possible. Signs rated as fair can be noted as requiring attention during the next set of scheduled inspections or could be identified for additional assessment, such as measurement at a later date using a handheld retro-reflectometer.

All information (dates, rating and notes) from the inspection will be recorded in the sign inventory of Sioux County, along with any follow up maintenance activities that result from it.

11/24/2015
Effective Date

/s/ Doug Julius
Sioux County Engineer

- Asked for Board approval of an easement on a piece of property located adjacent to the bridge by Rock Valley. Motion by Bloemendaal and supported by Wright to approve easement for public highways commencing at the NE corner of Section 20, Township 97 North, Range 46 West of the 5th P.M., thence South 00°00'00" East on the section line 267.31 feet to the point of beginning, thence South 00°00'00" East 290.18 feet, thence South 59° 49° 00" West 86.93 feet, thence North 00°00'00" 284.36 feet, thence North 56° 26° 00" East 90.01 feet to the point of beginning containing 0.28 acres excluding the present established highway. Motion carried, unanimous in favor, one member absent.
- Distributed the Official Report of Sioux County Secondary Road Fund
- Gave an update on lettings that will occur in December and January. These lettings may provide State Funding for the bridge project North of Rock Valley.

11-10-15 9 The Chairman adjourned the meeting at 11:15 a.m. until 9:00 a.m. Tuesday, December 1, 2015.

Mark Sybesma, Chairman
Sioux County Board of Supervisors

ATTEST: _____
Lois Huitink
Sioux County Auditor