

JONES COUNTY INTEGRATED ROADSIDE VEGETATION MANAGEMENT PROGRAM GENERAL PLAN

I. PREFACE

a. Update / Version

Update No. 3 of the Jones County IRVM General Plan

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II. EXECUTIVE PROGRAM ELEMENTS

a. Goals

Goal 1: Establish and maintain a self sustaining and visually interesting plant community within the county right-of-way that provides for public safety, controls weeds, reduces erosion, preserves and/or increases biodiversity, improves infiltration, maintains drainage patterns, provides habitat, and provides a reduction in long term maintenance costs.

Objectives:

- Promote, establish, and manage native plant materials whenever possible
- Survey and maintain an updated inventory of the vegetative community and plant species found within the county right-of-way
- Determine and implement the best IRVM practices for maintaining the right-of-way for public safety and an economically and environmentally sustainable plant community
- Continually evaluate and monitor the effectiveness of implemented IRVM techniques
- Work with adjacent landowners, city government officials, and community groups to implement IRVM principles and roadside beautification projects
- Adopt and implement emerging trends in planning and management of roadsides

Goal 2: Provide a public relations program to build community support and consensus for the Jones County Roadside Management Program

Objectives:

- Develop and submit news releases to the local print and media
- Develop and present oral presentations to local community groups including government officials
- Provide printed materials such as brochures and signage to promote the IRVM program
- Provide support and endorse special roadway designations such as the Scenic Byways Program

Goal 3: Network with other organizations to provide an efficient and cost effective program for the residents of Jones County

Objectives:

- Coordinate roadside management activities with the State IRVM Coordinator and DOT Living Roadways Trust Fund Coordinator

- Coordinate roadside management activities with the Tallgrass Prairie Center, University of Northern Iowa
- Work with officials representing local conservation organizations to establish support for the IRVM program

Goal 4: Implement Chapter 317 of the Code of Iowa, Iowa's Noxious Weed Law, using principles adopted by the IRVM program

Objectives:

- Work with the Jones County IRVM Steering Committee to determine and implement a species-specific approach to manage and control noxious weeds
- Work with private landowners and business managers in a courteous and friendly manner to implement IRVM practices in controlling noxious weeds
- Maintain written records and submit reports as required by the Noxious Weed Law

Goal 5: Work towards a roadside spraying program that promotes the reduction and potential elimination of herbicide use whenever possible

Objectives:

- Favor equipment and best management practices for weed and brush control that maximize efficiency and effectiveness of herbicide applications
- Constantly scrutinize those species of brush and weeds that need to be controlled with herbicides and those that do not, as well as the effectiveness of the herbicides and control measures used
- Focus herbicide applications on those species of weeds, including State Listed Noxious Weeds, un-listed invasive species, and other species, that need to be controlled with herbicide on the basis of their current potential economic threat or hardship to agriculture, ecological threat to natural areas, as well as their potential threat to the establishment of a sustainable vegetative community in roadsides
- Ensure that any comprehensive spraying program for weeds and / or brush is currently, and will remain, economically and environmentally sustainable

b. Program History

Integrated Roadside Vegetation Management, as a concept as well as a practice, was adopted by resolution (see Executive Summary) by the Jones County Board of Supervisors on April 15th, 1997. The first Roadside Manager was hired in March of 2005.

c. IRVM Decision Making Process

Disturbance and change in roadsides is inherent and unavoidable in many cases. New construction and drainage maintenance, along with utilities and other actions covered by Alteration of Right-of-Way Permits, are opportunities to re-establish a ground cover of diverse native plant communities as outlined in the Mission / Vision of IRVM in Jones

County. Current IRVM methodologies will be used as these instances arise, and those actions most consistent with the goals and concepts of roadside vegetation management in this plan are considered first priority.

d. Executive Summary

The Jones County IRVM Program recognizes that it is in the general public welfare of Jones County and a prudent use of county roadsides that the vegetation of Jones County's roadsides be preserved, planted and maintained to be safe, visually interesting, ecologically integrated, and useful for many purposes. The Jones County Secondary Roads Department in cooperation with the Jones County Conservation Board provides an annual roadside vegetation management program which is designed to promote the following:

- Maintenance of a safe travel environment by providing adequate line of sight at intersections, minimizing snow drifting, and removing potentially dangerous trees and other obstructions.
- Serve a variety of public purposes including drainage, erosion control, wildlife habitat, recreational uses, noxious weed control, scenic qualities, utility easements, and sustenance of water quality.
- Emphasize the establishment of adaptable and long lived vegetation, often native species, matched to the unique environment found in and adjacent to the roadside.
- Be based on a systematic assessment of the conditions existing in roadsides, preservation of valuable vegetation and habitats in the area, and the adoption of a comprehensive plan and strategies for long-term, cost effective maintenance of roadsides.
- Build upon a public education program allowing input from adjacent landowners and the general public.

e. Area Map (Appendix)

f. Program Type

The Jones County IRVM Program is housed and administered through the Jones County Secondary Roads Department

III. JURISDICTIONAL RECOGNITION AND APPROVAL

a. Management

The Roadside Manager works under the County Engineer, the Assistant Engineer, and in daily coordination with the Maintenance Superintendent in the following context:

County Engineer: Makes decisions on where major construction takes place (re-grades, re-surfacing, bridge replacements, etc.), which, by default determines where the larger

native seeding projects are carried out. Also involved in the permitting process (Stormwater, Wetland Mitigation, Entrances, Alteration or ROW, No Spray Requests). Makes final decisions on all contracted services and annual budget. In direct communication with Roadside Manager on special projects and day to day work priorities.

Assistant Engineer: Completes design work and project layout, completes construction plans (which include seeding plans). Involved in all permitting processes and designs wetland mitigations and Stormwater Prevention Plans (which are generally managed by the Roadside Manager upon installation). Has input of budget requests. In direct communication with Roadside Manager on special projects and day to day work priorities.

Maintenance Superintendant: Delegates daily workload to maintenance employees, approves entrance permits, decides where and when ROW maintenance projects occur (ditch cleanouts, crossroad pipes, entrances, etc.). Provides Roadside Manager with detailed location information on all maintenance work, which determines where seeding takes place. Provides Roadside Manager with laborers as needed. Has input on budget requests. In direct communication with Roadside Manager on special projects and day to day work priorities.

Roadside Manager: Administers the Roadside Program; seeds all bare soil in a timely manner, decides what types of seed to use and when it should be planted, what types of soil prep work are needed, additional erosion control measures, management of native vegetation after establishment (burning, spraying, etc.). Administers roadside spraying program; determines what areas of the county are treated, what types of herbicides are used, what types of vegetation those herbicides are used on. Does Public Education work as opportunities arise. Has input on budget requests. In direct communication with the Engineer, Assistant Engineer, and Maintenance Superintendant on special projects and day to day work priorities.

b. Board of Supervisors

(see Program History and Executive Summary)

c. Iowa Code and Administrative Rules – State Laws and Regulations

Section 314.22 Integrated Roadside Vegetation Management

Section 314.17 Mowing Law – No mowing before July 15th

Section 317.11 Weeds on Roads - Harvesting of Grass

Section 318.3 Obstructions in ROW / Destruction of plants placed in ROW / Crops in ROW

Chapter 317 Iowa Weed Law – Noxious Weeds and Enforcement Procedures

d. Local Laws and Regulations

Local Laws, Regulations, and Policies pertaining to IRVM in Jones County reflect that of the Iowa Code (see Iowa Code and Administrative Rules), as well as any other State and Federal Regulations that are specific to management activities that occur within the jurisdiction of the Jones County Secondary Roads System. These include but are not limited to:

Iowa Code Chapter 314.22 – IRVM. Adopted by resolution by Jones County Board of Supervisors.

Iowa Code Chapter 317 – loosely governs county noxious weed spraying program and Weed Commission actions.

No Spray Requests – allows landowners to opt out of roadside spraying adjacent to their property in the form of a request (not a permit or agreement).

e. Permits

Permits and Requests are obtained at the County Engineers Office. Individuals describe what work is being performed or the issue of concern and the appropriate permit or request is retrieved. After the permit or request is filled out with the necessary information and fees collected, the permit or request is issued to the individual and a copy is filed with the county.

Alteration of ROW Permit

Driveway Permit

No Spray Request

IV. PROGRAM ORGANIZATIONAL STRUCTURE

a. Staff Organizational Chart

County Engineer
 Assistant Engineer
 Maintenance Superintendent
 Roadside Manager / Maintenance Personnel
 Seasonal Staff

The County Engineer works with, and through, the Assistant Engineer and Maintenance Superintendent on delegation of workload. The Roadside Manager manages the seeding, spraying, and erosion control (generally) as time, availability of equipment and labor, and weather allow. Through daily communication and prioritization, all Secondary

Roads Department staff are subject to department work duties as needed, given the seasonality, diversity, and unpredictability of the department workload.

b. Staffing Needs

The IRVM Program needs to have maintenance and / or seasonal staff able and available for roadside herbicide applications, seeding and erosion control work duties, GIS applications, and other duties related to roadside management.

Herbicide Applications: Roughly 800 miles of ROW are covered in the spraying program annually (400 mi noxious weeds / 400 miles brush) by the Roadside Manager. When overlapped with seeding projects and any other special projects demanding time, the workload exceeds what can reasonably be accomplished by the Roadside Manager. It is much more efficient and comprehensive to have a qualified individual to delegate some of the herbicide application to. A Category 6 Applicators License is necessary for this.

Seeding and Erosion Control: Mainly hydroseeding, and less often drilling or broadcasting, may be delegated to maintenance staff when available. Availability is scarce and somewhat erratic during the busy summer months for truck drivers, operators, etc. that have a completely separate road maintenance workload.

GIS / GPS / Mapping / Record Keeping: Time availability and expertise are the biggest gaps between our current system and a coherent, comprehensive GPS-based records system.

V. PUBLIC INVOLVEMENT

a. Steering Committee

The Jones County IRVM Steering Committee consists of eight members as follows:

- County Engineer, Jones County Secondary Roads Department
- Two members of the Jones County Board of Supervisors
- One member of the Jones County Conservation Board
- Director, Jones County Conservation Department
- Park Manager, Wapsipinicon State Park
- One member at large
- Roadside Manager, Jones County Secondary Roads Department

b. Partners

- Jones County Conservation Department
- Pheasants Forever

- Whitetails Unlimited
- Ducks Unlimited
- Soil and Water Conservation District
- Utilities

c. Stakeholders

Integrated Roadside Vegetation Management is implemented on behalf of the citizens of Jones County.

d. Education and Outreach

The mission of IRVM in Jones County focuses on integrating technical concepts that aid in the establishment of a healthy and sustainable plant community in the roadsides that is consistent with the overall goals of IRVM. Educating the public on these integrated concepts and goals of roadside vegetation management, as well as the overall mission of IRVM in the State of Iowa, should be conducted at every feasible opportunity.

e. Communication Mechanisms

- Local Media
- Internet
- Newspapers
- Brochures
- Oral Presentations

VI. INVENTORY AND ANALYSIS

a. Tools

- Mapping – comprehensive records for seeding projects
- Aerial Photography – acreage, delineation, burn planning
- GIS – design coherent records
- GPS – records and highlighting planted areas
- Paper Records – trucks, office use
- Ground Photography (with GPS Camera) – hardcopy record of rare species, seeding results, burning results, documentation of native species and Wetland Mitigation Site progress

b. Vegetation

Formal and informal inventory of the composition and quality of roadside vegetation is a constant process. All planted and remnant native non-woody vegetation is of interest when making roadside management decisions. A formal inventory is one that represents an objective and reputable survey of the roadsides in Jones County that gives an

unbiased and quantitative measure of the status of native vegetative cover in the right-of-way. Such inventories should be conducted periodically, such as every 5 years. Informal inventory is accomplished by the roadside manager being observant while conducting management duties in and along the roadside. Informal inventory can also be accomplished by following up on information gleaned from the public, as well as other county employees that are able to make observations. In both cases, use of GPS equipment should be used for documentation purposes.

c. Natural Resources

Native vegetation, soil, and water are all considered natural resources in the scope of IRVM in Jones County. On a broader scale, The Jones County Secondary Roads system traverses other resources such as surface waters and wetlands, natural areas and plant preserves, sensitive areas with a high occurrence of native remnant species, wildlife, historically significant areas, and areas with above-average scenic qualities.

d. Equipment

Large Equipment

- Brillion cultipacker / mulch tucker (2005)
- Haybuster straw blower (2011)
- Seed storage room w/ dehumidifier (2007)
- Truax FLXII 88U Seed Drill (2010)
- Truax 10 foot seed drill (2004)
- F350 Flatbed Pickup Truck (2007)
- 500 Gallon Roadside Sprayer w/ Norstar Spray Head (2006) (2010 – Norstar)
- Lorenz 10 foot field cultivator (2011)
- 12 foot harrow (old)
- 20' + 5' dovetail Gooseneck Trailer (2012)
- 200 gallon 3 pt sprayer with hose and roadside sprayer (2013)
- 3008 Series Bush Hog Mower (2013)
- Vicon Broadcast Seeder (2005)
- Case 95 U Farmall 4WD tractor (2008)
- Bowie 1100 Hydroseeder (2003)
- Single Axle dump truck (various ages and conditions)

Small Equipment

- Drip torch (1) (2006)
- PRO pak portable foaming system (Rx fire) (2010)
- Ricoh Digital GPS Camera (2012)
- M100 Rifle Staple Guns (3) (2009)
- Trimble GPS Unit (2008)
- Dell Laptop (2008)

- Nomex pants, shirts, coveralls (2006)
- Basal Herbicide Dispenser
- (used) Quick attach hose reel for sprayer (Rx fire) (2013 – Hose)
- MS 260 Chainsaw (2) – (additional saws in district shops) (2006)
- MS 660 Magnum Chainsaw (1) (2012)
- Rhino 3 point Blade (for tractor)

The current condition and selection of IRVM equipment is overall satisfactory and current shortcomings are minor. At this time, these include:

Truck: The 2006 F350 is used for all the spraying and brush cutting operations in the county – it is the central hub for these operations. The truck was fitted with a steel flatbed and steel tool boxes, which currently show signs of serious rust damage. The truck weight rating is barely enough to support the 500 gallon tank (when full) and in the future a larger unit with a more appropriate weight rating should be considered. The flatbed is an 8 foot model, which leaves only enough room for the sprayer and a side tool box during spray season. The sprayer is a self contained skid unit, with the pump and motor on the same elevation as the tank, rather than in a sump. This is problematic when the last 15 to 20 gallons are unable to be pumped out of the tank and must be accounted for when loading the next batch of herbicide. During brush cutting season (when the sprayer is off of the truck), the flatbed and tool boxes are fully utilized with very little room to spare. 1) A larger bed with more storage options or 2) a truck designated for spraying only should be considered in the future.

ATV: Currently the IRVM Program does not have an ATV suitable for doing roadside work such as spraying, prescribed burning, basal spraying, and isolated smaller seeding projects.

Hose reel: The addition of a 1 inch hose line for prescribed burning in 2014 proved to be a valuable asset – boosting our efficiency and safety considerably. The shortfall to the hose is that it is mounted on a donated manual hose reel that was salvaged from an old fire truck. With the larger hose, it became apparent that it is unable to be reeled in quickly or easily. When conducting roadside burns, speed and fatigue can be major safety factors. A larger capacity electric hose reel suitable for 1 inch line should be considered in the near future.

Seed Storage: The IRVM program currently has a humidity controlled seed storage room. It is fitted with an industrial de-humidifier only. Temperature regulation during the summer months when seed has to be carried over to the fall or next spring is important in preserving seed viability. An air conditioning unit suitable for this storage room should be considered in the future.

VII. PROGRAM OPERATIONS

January – March: Cut trees and brush, IRVM office and correspondence work as needed, training, other duties as assigned, Wetland Mitigation Reports

March – April: Prescribed burning, LRTF Grants, inventory and order materials, begin spring seeding, begin bare ground spraying, Stormwater Inspections, other duties as assigned

April – October: Seeding, Weed Commission, erosion control for projects, spraying (broadleaves), spraying (brush), bareground spraying, mowing 1st and 2nd year plantings, equipment maintenance, Stormwater Inspections, Mitigation Monitoring, Wetland Determinations, other duties as assigned

October – December: Cut trees and brush, basal spraying, fall/dormant seeding, bareground touch-up, equipment maintenance, mitigation monitoring, reports, material inventory, other duties as assigned

a. Work Area Types

- Rural
 - Rural adjacent agriculture
 - Rural adjacent non-agricultural
 - Rural adjacent homestead
 - Rural adjacent subdivision
 - Rural densely populated areas
- Urban
 - Unincorporated towns
 - Rural-Urban Interface

b. Vegetation Types for Specific Uses

- Residential ROW– turf grass – Mowed areas in front of houses
- Non-Residential ROW – native tallgrass prairie – Areas where long term establishment and persistence of tallgrass prairie is deemed feasible by the Roadside Manager
- Miscellaneous ROW / Borrow Area / Easement – cool season grasses – Areas where long term establishment and persistence of tallgrass prairie is deemed not feasible by the roadside manager.

c. Special Projects

- Wetland Determinations
- Wetland Mitigation Seeding and Enhancement
- Wetland Mitigation Monitoring and Reporting

- Drainage District Projects and Seeding

VIII. METHODS

a. Vegetation Establishment

- Site Preparation - Soil is leveled and cultivated or made otherwise friable to a depth of 2 to 3 inches whenever feasible or as required
- Seed Mixes and Rates

Native

Big bluestem	1.5 lbs/ac	Purple coneflower	1.6 oz./ ac
Sideoats gramma	2 lbs/ac	Rattlesnake master	2.4 oz./ ac
Canada wild rye	2.5 lbs/ac	Ox-eye sunflower	4 oz./ ac
Little bluestem	2 lbs/ac	Roundheaded bushclover	1 oz./ ac
Indiangrass	1.5 lbs/ac	Wild bergamot	0.6 oz./ ac
Partridge pea	8 oz./ ac	Foxglove penstamen	0.5 oz./ ac
Leadplant	0.5 oz./ ac	Large flowered penstemon	0.5 oz./ ac
Butterfly milkweed	0.8 oz./ ac	Prairie blazingstar	0.8 oz./ ac
Swamp milkweed	1 oz./ ac	Yellow coneflower	4 oz./ ac
New England aster	0.3 oz./ ac	Blackeyed susan	3 oz./ ac
Canada milkvetch	0.8 oz./ ac	Compass plant	0.5 oz./ ac
White wild indigo	0.5 oz./ ac	Stiff goldenrod	0.3 oz./ ac
Purple prairie clover	4 oz./ ac	Ohio spiderwort	0.8 oz./ ac
Showy tick trefoil	0.5 oz./ ac	Hoary vervain	0.5 oz./ ac
Goldenrod	0.8 oz./ ac	Rough dropseed	16 oz./ ac

The species and amounts are both subject to change with the statewide TAP seed purchase annually.

Cool Season / Non-Native

Alsike Clover	1 lb/ac
Medium Red Clover	1.5 lb/ac
KY 31 Fescue	10 lb/ac
Gulf Annual Ryegrass	10 lb/ac
Climax Timothy	2.5 lb/ac

Spring Cover Crop

Cover Crop Oats	80 lbs/ac
Annual Ryegrass	10 lbs/ac
Timothy	1 lb/ac

Fall Cover Crop

Winter Wheat	100 lbs/ac
Timothy	1 lb/ac
Hairy Vetch	10 lbs/ac

Residential Mix

All Purpose Lawn Seed Mix (as available)

- Seeding Techniques

- Hydroseeder – broadcast with water only
 - Hydroseeder – mix seed with mulch
 - Hydroseeder – broadcast then cover with mulch
 - Vicon Broadcast Seeder
 - Truax FLX II Seed Drill

- Erosion and Sediment Control

- Spread 1.5 T/ac straw on all projects over 2 acres
 - Excelsior Erosion Control Blankets as needed
 - Hydromulch on ditch cleanouts and other projects as needed
 - Silt Fence on projects as needed
 - Excelsior Silt logs on Projects as needed

Straw, hydromulch, and other stormwater BMP's are used as needed on all bare soil disturbances of all sizes. Stormwater BMP's used include but are not limited to:

- Straw mulch (must be Certified Weed Seed Free)
 - Hydromulch
 - Flexible growth medium
 - Erosion control blankets
 - Turf Reinforcement Mats
 - Coir logs
 - Silt fence
 - Check dams and flumes
 - Channel Protection (rip rap)
 - Sediment basins and temporary impoundments
 - Temporary over crop seeding
 - Permanent native seeding

- Vegetation Establishment and Maintenance

- A variety of initial and subsequent management actions are used to establish vegetation consistent with the goals of IRVM in Jones County. These include but are not limited to:

First and second year mowing of annual weeds on new projects
 Temporary stabilization crops
 Permanent seed (native)
 Prescribed burning
 Selective spot spraying
 Erosion control BMP's

- Planting Evaluation and Documentation

Information including location, size, date seeded, seed mix used, and other notes are recorded for all native seeding projects. The site is evaluated and subsequent treatments are given until the roadside manager deems that native vegetation has been successfully established. The seeding record is used for planning and prioritization of prescribed burns as well as broad scale herbicide use planning.

- Mowing

Shoulder mowing occurs 2-3 times per year on paved roads and at least once per year on gravel roads. Brush mowing occurs as time allows. Shoulder mowing and spot brush mowing are conducted by maintenance employees stationed in 10 maintenance districts. Maintenance mowing of new seeding projects is carried out by the roadside manager as needed in the first and second growing seasons.

- Chemical Control for Noxious Weeds, Invasive Species, and Bare Ground

Products and rates used for chemical control of all target species is at the discretion of the Roadside Manager. The types of herbicides used and the manner in which they are used must be consistent with the goals and objectives of the IRVM Program.

Noxious weeds: Chemical control of State Listed Noxious Weeds is performed on at least half of the county roads system annually. Chemical control of Noxious Weeds is confined to those species that need to be controlled with herbicide on the basis of their current potential economic threat or hardship to agriculture, as well as their potential threat to the establishment of a sustainable vegetative community in roadsides

Invasive Species: Chemical control of invasive species is considered on a case by case basis and is confined to those species that need to be controlled with herbicide on the basis of their current potential economic threat or hardship to agriculture, ecological threat to natural areas, as well as their potential threat to the establishment of a sustainable vegetative community in roadsides.

Bareground: Maintenance of bareground by chemical means is confined to areas between guardrail and the travelled portion of the road, directly in front of guardrail, maintenance district shed parking lots where equipment and materials

are stored, Jones County Communications Towers, and administrative facilities where total vegetation control is desired.

- Tree and Brush Control

Tree and brush control (non-herbicidal) is conducted on all portions of the right-of-way as time and resource availability allow. All woody vegetation growing within the right-of-way is subject to removal at the time of tree and brush removal operations unless otherwise directed by the Engineer. All stumps are to be cut flush to the ground and treated with herbicide labeled for that application, or as needed. Mowed brush (cut stubble) that is cut at a height, and is of a diameter, that does not represent a hazard to motorized vehicles is to be treated with an herbicide labeled for that application on the same day of mowing or cutting. Tree limbs that encroach on the travelled portion of the road are to be cut or otherwise removed by road maintenance personnel as the need arises and as time allows.

Potentially hazardous trees, including but not limited to dead or partially dead trees, fallen or partially fallen trees, and storm damaged trees, or any tree or tree limb representing an immediate obstruction or sight impairment are reported by road maintenance personnel. Considering the high degree of variability in determining the degree of immediate danger in these instances, timing and priority of removal is decided on a case by case basis by one or all of the Engineer, Road Superintendent, or Roadside Manager.

- Prescribed Burning

Jones County IRVM recognizes prescribed burning as a valuable tool for enhancing and maintaining native plant communities consistent with IRVM management goals and objectives. Prescribed burns are to be led by trained personnel and conducted under the safest conditions. Newly established native plant communities in the right-of-way are to be burned within five years of being planted and every three to five years after, or as needed to achieve IRVM management goals and objectives, as determined by the Roadside Manager. Portions of right-of-way containing remnant populations of native plants are to be burned as needed to achieve IRVM management goals and objectives, as determined by the Roadside Manager.

- Burning Plan and Records of Previous Burning

Burn plans are created as needed by the Roadside Manager. Locations of prospective burn sites are derived from prior documentation of the locations within the secondary roads system that native vegetation has been established or is in the process of becoming established. Aerial photography, and notes taken while scouting potential burn sites, are both used to formulate a coherent, sensible, and safe burning strategy. Burn Notifications are sent to adjacent landowners prior to conducting prescribed burns.

A burn log (in the form of a spreadsheet) is kept by the Roadside Manager in which all completed prescribed burns, as cross referenced with native seeding site documentation, is recorded. This information includes location of the burn, specific site information gleaned from conducting the burn, necessary notifications, date of the burn, and any other useful or outstanding information.

IX. MATERIAL PROCUREMENT

a. Sourcing

Seed, herbicide, erosion control materials, mulch, and any other materials necessary to perform IRVM functions are purchased as needed at fair market value through reliable vendors. Prices for seed, herbicide, and mulch are reviewed annually by the roadside manager, vendors are contacted, and pricing made available. Materials are then purchased at the lowest price.

b. Material Handling and Storage

- Seed – Seed is stored in a humidity controlled seed room located in the IRVM shed
- Herbicide – Herbicide is stored in an approved chemical storage cabinet inside the main maintenance building
- Mulch and Erosion Control Materials – stored inside the IRVM building
- Straw Bales – bulk straw is stacked and stored outside

X. APPENDICES

a. Position Description and Qualifications

DEFINITION: The Roadside Manager is an employee of the Jones County Secondary Roads Department whose responsibilities are to address the provisions of Section 314.22 of the Code of Iowa, the Integrated Roadside Vegetation Management (IRVM) Law, and Section 317, the Noxious Weed Law. The Manager shall administer, develop, plan, and conduct a program of vegetative habitat management that seeks to control unwanted vegetation and promote desirable vegetation on Jones County rights-of-way and public drainage ditches, and perform related duties as required by the Jones County Engineer.

DUTIES AND RESPONSIBILITIES: The Roadside Manager and IRVM staff shall coordinate their activities with the Jones County Engineer and Secondary Roads Department, as well as with the Jones County Conservation Board. The Manager's responsibilities shall include, but not be limited to, the following:

1. Control of noxious weeds in rights-of-way and public drainage ditches, particularly those species identified by the Jones County IRVM Committee.
2. Planting and maintenance of native and introduced grass/forb communities in newly graded, cleaned out, or otherwise disturbed sites on county rights-of-way.
3. Development of a program of public information and education to promote public understanding of IRVM, and wise land use that contributes to the goals of the IRVM program.
4. Inventorying and documenting plant communities and trends along county rights-of-way.
5. Managing those areas of native vegetation identified by the inventory process to improve their diversity and promote their continued health.
6. Remove all trees and brush causing safety concerns along county roadways.
7. All Weed Commissioner duties and responsibilities.
8. Other duties and in the Jones County Secondary Roads Department as assigned by the Jones County Engineer or Jones County Maintenance Superintendent.

REQUIREMENTS:

The Roadside Manager shall:

1. Maintain a valid pesticide applicator's license in Category 6, Right-of-Way, and Category 1A, Agriculture; or be able to obtain in 60 days.

2. Maintain a valid Iowa class A or B Commercial Driver's License, or able to obtain in 60 days.
3. Assume ongoing inservice training within budget limitations.
4. Maintain all necessary records and MSDS files on chemicals used.
5. Submit and keep on file annual reports to the Iowa Department of Agriculture pertaining to the application of herbicides
6. Oversee maintenance and record keeping on all equipment and vehicles assigned to the IRVM program.
7. Have a minimum four-year college degree in a natural resource related field with major course work in botany and wildlife; or a two-year degree in a related field plus two years of comparable experience.

NECESSARY KNOWLEDGE AND SKILLS

1. Knowledge of principles of land use and the environmental, social, and economic problems that affect it.
2. Ability to plan work, think conceptually, analyze data, observe and evaluate, and make sound decisions and recommendations.
3. Ability to work well with the public and private sector.
4. Ability to communicate effectively both orally and in writing.
5. Ability to use a computer in word processing, data management, and Geographical Information Systems.
6. Ability to identify native and introduced plant species, including weeds.
7. Knowledge of principles of wildlife management.
8. Familiarity with traditional and new sustainable agricultural methods.
9. Ability to supervise support staff engaged to carry out program.
10. Ability to operate and maintain power equipment.

b. No Spray Request

Permit No. S-_____

Jones County Secondary Roads

19501 Highway 64 PO Box 368

Anamosa, IA 52205

319-462-3785

No Spray Request

Location:

ROAD NAME _____

SIDE OF ROAD NORTH SOUTH EAST WEST

SECTION _____ TOWNSHIP _____

NAME OF APPLICANT _____

I, _____ request that the portion of Jones County road right-of-way as described above, not be sprayed under the regular roadside spraying program.

I understand that by requesting that herbicide not be used in this section of right-of-way, I assume responsibility for vegetation control in this area. I understand that the vegetation that I am required to control includes noxious weeds (as listed in the Iowa Weed Law, Chapter 317 of the Iowa Code) and brush and trees.

I further understand that my request will automatically expire upon failure to control noxious weeds and brush/trees or post signs to the satisfaction of county officials. I am aware that if my request expires, the Secondary Roads Department will maintain the roadside using the same measures it uses throughout the county road system, including mowing and/or spraying with herbicides.

I understand that Jones County is not bound by this request and that Jones County, its agents, or parties acting at the direction of Jones County shall not be held liable for failure to abide by this request.

NOTE: No Spray signs are available through the Jones County Roads Department at a rate of _____ per set. Signs must be posted within 2 feet of the right-of-way line and be a minimum of 4 feet high. Only Jones County issued signs will be honored.

Print Name Phone

Signature Date

Street Address / City / State / Zip

Authorized County Representative

Date

ATTACHMENT TO NO SPRAY REQUEST

- 1.) It is the landowner's responsibility to request that herbicide not be used along their frontage. This No Spray Request applies only to those sections of ROW that are adjacent to land owned by the applicant.
- 2.) The landowner is responsible for proper placement of the signs and maintaining visibility of the signs. Signs must be placed within 2 feet of the ROW line and be a minimum of 4 feet high, facing the road. Each No Spray area requires 2 signs (one at each end), with arrows pointing towards the No Spray area. Only Jones County issued signs will be honored.
- 3.) Jones County's spray program is intended to reduce the spread of noxious weeds and brush, reduce snow trap problems, and aid visibility along county roads.
- 4.) Jones County Secondary Roads Department will continue to mow or cut in areas to maintain line of sight, eliminate snow traps, and remove trees that pose a hazard to motorists. Jones County Secondary Roads Department maintains the right to spray herbicides along all county roadsides in conjunction with road maintenance activities and the Iowa Weed Law.
- 5.) The Iowa Department of Agriculture requires a Category 6 Right-of-Way Commercial Applicator's license to apply any herbicide in any road ROW within the State of Iowa.
- 6.) Jones County Secondary Roads Department requires an Alteration of Public Right-of-Way permit that includes provisions for doing work in the county ROW.

For any questions, comments, or concerns about Jones County's noxious weed and brush control programs and policies, or for information on alternative methods to noxious weed and brush control, please contact:

Roadside Manager / Jones County Weed Commissioner
19501 Hwy 64 PO Box 368
Anamosa, IA 52205
Ph. 319-462-2572

c . Burn Memo

JONES COUNTY ENGINEER
 19501 HIGHWAY 64 – P.O. BOX 368
 ANAMOSA, IOWA 52205
 319-462-3785
 FAX: 319-462-3903

MEMO

TO: RESIDENT
FROM: WES GIBBS
DATE: MARCH 10, 2008
RE: CONTROLLED BURNING IN RIGHT-OF-WAY

(address)

In order to encourage the establishment of native plant communities in our roadsides, different management techniques must be used along with our more traditional methods of mowing and spraying. Prescribed burning (not to be confused with *wildfire*) is any fire ignited by management actions to meet specific objectives. Goals of prescribed burns in terms of roadside management include stimulating growth of desirable species such as native grasses and flowers, impeding growth of undesirable species such as weeds and woody vegetation, and giving desirable species a competitive advantage over other species. In some instances, a prescribed burn may replace the need to use herbicides in the ROW.

A prescribed burn for the right-of-way in the vicinity of your residence is scheduled for this spring. The burn will be conducted only by properly trained personnel and only under the safest conditions. The purpose of this memo is to notify you that a) a prescribed burn will take place, b) smoke will be produced in and around the vicinity of the burn for a short time, and c) this action may require minor traffic control around your residence.

Specific location:

Right-of way on 30th Street between 10th Avenue and 20th Avenue

For any questions, comments, or concerns about this notice, please contact:

Wes Gibbs - Roadside Manager / Weed Commissioner
 Jones County Secondary Roads Department
 19501 Hwy 64 - PO Box 368
 Anamosa, IA 52205
 Ph. 319-462-2572

d. IRVM County Resolution – Minutes from Board of Supervisors Regular Session Meeting and Copy of Fully Executed Resolution (highlighted section)

April 15, 1997 9:00 a.m.

The Jones County Board of Supervisors met in regular session. Present Chairman Rickels, Supervisors Cook, Dirks and Lambertsen. Supervisor Moore was absent.

Moved by Lambertsen seconded by Cook to approve the minutes of the April 8, 1997 meeting. All aye. Motion carried.

Moved by Cook seconded by Dirks to set a joint public hearing with the Jones County Historic Preservation Commission to nominate a property to be placed on the National Register of Historical Places on April 22, 1997 at 2:00 p.m. All aye. Motion carried.

Supervisor Lambertsen introduced the following RESOLUTION and moved its adoption, seconded by Supervisor Cook. On roll call vote: Cook aye, Lambertsen aye, Dirks aye, Rickels aye, whereupon the Chairman declared the resolution passed and adopted.

RESOLUTION

WHEREAS, a plat of Tuetken's Third Addition to Jones County, Iowa containing 10 lots, has been filed with the County Auditor, and after consideration, the same is found to be correct and in accordance with the provisions of the laws of the State of Iowa and the ordinances of Jones County, Iowa in relation to platting and the subdivision of land.

IT IS THEREFORE RESOLVED BY THE BOARD OF SUPERVISORS OF JONES COUNTY, IOWA the said plat of Tuetken's Third Addition to Jones County, Iowa be, and the same is hereby acknowledged and approved on the part of the Jones County, Iowa,

AND, the Chairman and County Auditor are hereby directed to certify this Resolution of Approval and affix the same to the plat as provided by law. In approving the plat, Jones County is expressly not accepting any responsibility for the roadways set forth on said plat.

Supervisor Cook introduced the following RESOLUTION and moved its adoption, seconded by Supervisor Lambertsen. On roll call vote: Cook aye, Lambertsen aye, Dirks aye, Rickels aye, whereupon the Chairman declared the resolution passed and adopted.

RESOLUTION

WHEREAS, a plat of Candy Apple First Addition containing 10 lots, has been filed with the County Auditor, and after consideration, the same is found to be correct and in accordance with the provisions of the laws of the State of Iowa and the ordinances of Jones County, Iowa in relation to platting and the subdivision of land.

IT IS THEREFORE RESOLVED BY THE BOARD OF SUPERVISORS OF JONES COUNTY, IOWA the said plat of Candy Apple First Addition to Jones County, Iowa be, and the same is hereby acknowledged and approved on the part of the Jones County, Iowa,

AND, the Chairman and County Auditor are hereby directed to certify this Resolution of Approval and affix the same to the plat as provided by law. In approving the plat, Jones County is expressly not accepting any responsibility for the roadways set forth on said plat.

Moved by Cook seconded by Dirks to approve the Special Class C Liquor License Application and Sunday Sales Privilege for Denemark Campground, Inc., DBA Walnut Acres Campground, 22128 Hwy 38N, Monticello, to be effective April 15, 1997. All aye. Motion carried.

Moved by Lambertsen seconded by Dirks to approve the Heritage Area Agency on Aging proposed Jones County Task Force members: Lester Abbott, Emily Boots, Alda Buresh, David Cavey, Audra Chapman, Luella Chapman, Lorene Eilers, Muriel Haase, Neita Huerter, Ann Luke, Velma Morrissey, Roy Null, Leona Onken, Leischen Robertson, Dorothy Rogers, Wilma Schellin, Ken Schwendinger, Evelyn Scott and Loretta Specht. All aye. Motion carried.

Moved by Dirks seconded by Lambertsen to confirm the Jones County Conservation Board's hiring of David Riches as a seasonal Park Aide/Park Officer, effective April 7, 1997 at \$6.70 per hour. All aye. Motion carried.

Supervisor Dirks introduced the following RESOLUTION ESTABLISHING A PETTY CASH FUND POLICY FOR JONES COUNTY and moved its adoption, seconded by Supervisor Cook. On roll call vote: Cook aye, Lambertsen aye, Dirks aye, Rickels aye, whereupon the Chairman declared the resolution passed and adopted.

RESOLUTION ESTABLISHING A PETTY CASH FUND POLICY FOR JONES COUNTY

WHEREAS, it has been determined that many offices of Jones County government desire to have various amounts of cash on hand in their office to pay for small, incidental expenses, and

WHEREAS, the most efficient way of paying for small obligations when the issuance of a claim and warrant would be too expensive and time consuming is to establish Petty Cash Funds, and

WHEREAS, the Board of Supervisors desires to set formal guidelines to provide for better accountability of those funds, THEREFORE the Board of Supervisors adopts the following policy in regard to Petty Cash Funds held by county offices:

- a.) The imprest amount must be formally approved by the Board of Supervisors and established by county claim and warrant.
- b.) The fund is subject to audit by the Board of Supervisors at any time.
- c.) The fund is to be used for incidental purchases only, such as postage due, freight, etc.
- d.) The fund cannot be used for employee meals, mileage, or any other employee travel reimbursements.
- e.) The fund should not be used for items in excess of \$5.00 which can be purchased by invoice with payment by county warrant at a later date.
- f.) Claims to replenish the fund must include a receipt from the recipient. In certain circumstances this may not be possible, therefore, an in-house receipt signed by the Department Head and one other employee of that department containing the date, amount paid, nature and purpose of the expenditure and who it was paid to, shall suffice. (Sheriff's secret investigation expenditures need only have an in-house receipt signed by the Sheriff if disclosing any further information would jeopardize the investigation. The Sheriff must keep documentation for a secret investigation expenditure in his closed records.)
- g.) The fund is to be fully replenished on the last claim date for the fiscal year.
- h.) Each department head shall make provisions for security of the fund within his/her office and shall designate a custodian to maintain the fund.

Moved by Cook seconded by Lambertsen to appoint Supervisor Moore as a representative to the Jones County Family Resource Center Association. All aye. Motion carried.

Moved by Lambertsen seconded by Cook to hire Mary Kaye Beranek as an additional part-time dog catcher at \$7.50 per hour with no benefits, effective April 15, 1997. All aye. Motion carried.

Moved by Lambertsen seconded by Dirks to approve and authorize the Chairman to sign and place on file the FY98 Iowa Department of Transportation Secondary Road Budget and Five-Year Road Construction Program. Ayes: Dirks, Lambertsen and Rickels. (Supervisor Cook was absent from motion to attend to other county business). Motion carried.

Moved by Lambertsen seconded by Dirks to place on file a petition regarding road improvements on a portion of Eby's Mill Road in Richland and Washington Townships. Ayes: Dirks, Lambertsen and Rickels. (Supervisor Cook was absent from motion to attend to other county business). Motion carried.

Supervisor Dirks introduced the following INTEGRATED ROADSIDE MANAGEMENT RESOLUTION and moved its adoption, seconded by Supervisor Lambertsen. On roll call vote: Cook aye, Lambertsen aye, Dirks aye, Rickels nay, whereupon the Chairman declared the resolution passed and adopted.

INTEGRATED ROADSIDE MANAGEMENT RESOLUTION

WHEREAS, State legislation has been enacted providing for integrated roadside vegetation management for state primary highways under the jurisdiction of the Iowa Department of Transportation, and

WHEREAS, State legislation allows counties to adopt plans consistent with the State's plan and defined in Section 314.22 Subsection I of the Code of Iowa, and

WHEREAS, the following guidelines have been reviewed and recommended for use on the Jones County Secondary Roads System:

It is declared to be in the general public welfare of Jones County and a prudent use of county roadsides that the vegetation of Jones County's roadsides be preserved, planted and maintained to be safe, visually interesting, ecologically integrated, and useful for many purposes. The Jones County Secondary Road Department in cooperation with the Jones County Conservation Board shall provide an annual integrated roadside vegetation management program which shall be designed to promote the following:

1. Maintain a safe travel environment by providing adequate line of sight at intersections, minimizing snow drifting, and removing potentially dangerous trees and other obstructions.
2. Serve a variety of public purposes including drainage, erosion control, wildlife habitat, recreational uses, noxious weed control, scenic qualities, utility easements, and sustenance of water quality.
3. Emphasize the establishment of adaptable and long-lived vegetation, often native species, matched to the unique environment found in and adjacent to the roadside.
4. Be based on a systematic assessment of conditions existing in roadsides, preservation of valuable vegetation and habitats in the area, and the adoption of a comprehensive plan and strategies for long-term, cost effective maintenance of roadsides.
5. Build upon a public education program allowing input from adjacent landowners and the general public.

NOW THEREFORE BE IT RESOLVED by the Jones County Board of Supervisors, meeting in regular session, that Integrated Roadside Vegetation Management program be hereby adopted for and on behalf of the people of Jones County, and herewith direct the Jones County Secondary Road Department in cooperation with the Jones County Conservation Board to administer said program under the authority of the Jones County Board of Supervisors.

Moved by Lambertsen seconded by Dirks to adjourn at 12:10 p.m. All aye. Motion carried.

Attest: Janine Sulzner, Auditor

Rex C. Rickels, Chairman

Integrated Roadside Management Resolution

WHEREAS, State legislation has been enacted providing for integrated roadside vegetation management for state primary highways under the jurisdiction of the Iowa Department of Transportation, and

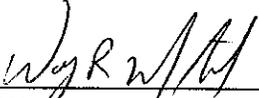
WHEREAS, State legislation allows counties to adopt plans consistent with the State's plan as defined in Section 314.22 Subsection 1, of the Code of Iowa, and

WHEREAS, it is declared to be in the general public welfare of Iowa and a highway purpose for the vegetation of Iowa's roadsides to be preserved, planted, and maintained to be safe, visually interesting, ecologically integrated, and useful for many purposes. The Jones County Secondary Road Department in cooperation with the Jones County Conservation Board shall provide an integrated roadside vegetation management plan and program which shall be designed to accomplish all of the following:

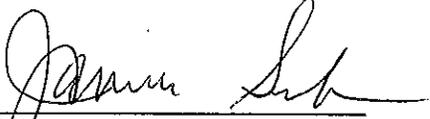
- Maintain a safe travel environment.
- Serve a variety of public purposes including erosion control, wildlife habitat, climate control, scenic qualities, weed control, utility easements, recreation uses, and sustenance of water quality.
- Be based on a systematic assessment of conditions existing in roadsides, preservation of valuable vegetation and habitats in the area, and the adoption of a comprehensive plan and strategies for cost-effective maintenance and vegetation planting.
- Emphasize the establishment of adaptable and long-lived vegetation, often native species, matched to the unique environment found in and adjacent to the roadside.
- Incorporate integrated management practices for the long-term control of damaging insect populations, weeds, and invader plant species.
- Build upon a public education program allowing input from adjacent landowners and the general public.
- Accelerate efforts toward increasing and expanding the effectiveness of plantings to reduce wind-induced and water-induced soil erosion and to increase deposition of snow in desired locations.
- Incorporate integrated roadside vegetation management with other state agency planning and program activities including the recreation trails program, scenic highways, open space, and tourism development efforts.

NOW THEREFORE BE IT RESOLVED by the Jones County Board of Supervisors, meeting in regular session, that Integrated Roadside Vegetation Management program be hereby adopted for and on behalf of the people of Jones County, and herewith direct the Jones County Secondary Road Department in cooperation with the Jones County Conservation Board to administer said program under the authority of the Jones County Board of Supervisors.

Passed and Approved this 10th day of March, 2015.



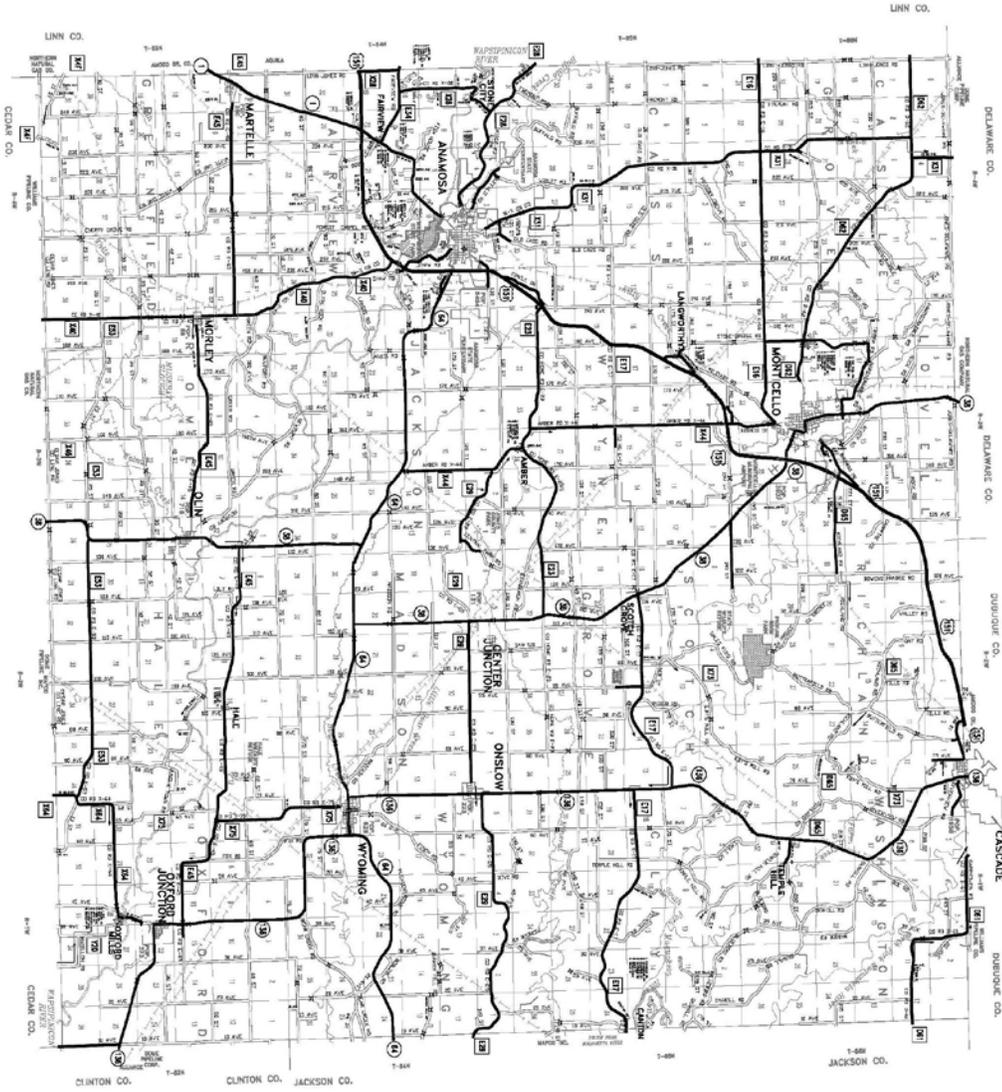
Wayne Manternach, Chairman, Board of Supervisors

Attest: 

Janine Sulzner, County Auditor

e.
Map –
County

Area
Jones
Roads



JONES COUNTY IOWA



Office of Systems Planning
Phone: (515) 239-1289
www.iowadot.gov/maps



In Cooperation With
**United States
Department of Transportation**

JANUARY 1, 2014



LEGEND

- INTERSTATE HIGHWAY
- PRIMARY HIGHWAY-DIVIDED
- PRIMARY HIGHWAY
- PORTLAND CEMENT CONCRETE ROAD
- ASPHALT ROAD
- BITUMINOUS ROAD
- GRAVEL ROAD
- EARTHEN ROAD
- INTERSTATE HIGHWAY
- UNITED STATES HIGHWAY
- STATE HIGHWAY
- COUNTY HIGHWAY
- RAILROAD
- PIPELINE
- AIRPORT
- HYDROLOGY
- BRIDGE
- STATE BOUNDARY
- COUNTY BOUNDARY
- CORPORATE BOUNDARY
- TOWNSHIP LINE
- SECTION LINE
- ROAD NAMES
- UNINCORPORATED PLACE
- STATE PARKS
- STATE INSTITUTIONS
- FEDERAL LAND

