

Pottawattamie County IRVM Plan

2015 Update

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a. Update/ Version

Update No. 2 of Pottawattamie County's IRVM general plan

b. Contributors to the plan

Dustin Ausdemore-Roadside Manager
Brady DeYeager-Assistant Roadside Manager
John Rasmussen-County Engineer
Allen Hadfield-former Roadside Manager

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II. Executive Program Elements

a. Goals

To provide a safe and functional ROW, while also controlling erosion, the spread of trees, and invasive species. We are also providing beauty and increasing the habitat for our wildlife and pollinating insects.

b. Program History

Pottawattamie County started to practice Integrated Roadside Vegetation Management back in the early to mid 90's. At that time all the seeding was contracted out, and the spraying was done by a couple motor grader operators when they had time. Pottawattamie County found it more cost effective to hire two full time staff to implement an IRVM program and other varies duties. The first Roadside manager was hired in 2006. Since then we do all of our own seeding of native and regular grasses. And we have two full time people for the spraying.

c. IRVM Decision Making Process

Disturbance and change in our roadsides is unavoidable in many cases. Utilities, construction and drainage maintenance are good opportunities to re-establish ground cover to a more diverse native plant community. Day to day decisions are made by the Roadside Manager with input from the County Engineer and road crew foremen's.

d. Executive Summary

Pottawattamie County has approximately 1482 miles of roads consisting of paved, rock and earth surfaces. This equals thousands of acres of roadside ditches that need managed for trees, brush, noxious and invasive weeds. Hundreds of acres are disturbed every year by contractors and county crews.

Pottawattamie County's IRVM crew is responsible for the re-vegetation of the majority of these sites, as well as spraying for trees, brush, noxious and invasive plants.

e. Area Map

See Appendix

f. Program Type

The Pottawattamie County IRVM program is over seen by the Secondary Roads Department.

III. Jurisdictional Recognition and Approval

a. Management

The Pottawattamie County Roadside Manager is in charge of the IRVM program. The day to day duties of the Roadside Manager are set by the Roadside manager with input from the County Engineer and road crew foremen.

b. Board of Supervisors/ City Council

The Board of Supervisors sets the budget for the Secondary Roads Department and the Engineer sets the budget for the IRVM program with input from the Roadside Manager.

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

Rules and regulations that must be followed by the Roadside Manager,

- Iowa Code Section 314.22 Integrated Roadside Vegetation Management
- Iowa Code Section 314.17 Mowing Law
- Must Obtain a Pesticide Applicators License
- Iowa Code Section 317 Iowa Noxious Weed Laws
- Iowa Code Section 318.3 Obstructions in ROW

d. Local Laws and Regulations

Local laws, regulations, and policies pertaining to IRVM in Pottawattamie County reflect that of the Iowa Code. As well as any other state and federal regulation that are specific to management activities that occur within the jurisdiction of the secondary roads department.

e. Permits

Permits and Requests are obtained at the County Engineer's office. Examples of this would be: Alteration of ROW permit, Driveway permit, and No Spray Request.

IV. Program Organizational Structure

a. Staff organizational Chart

County Engineer
Maintenance Supervisor
Road Crew Foremen
Roadside Manager
Assistant Roadside Manager
Seasonal Staff

b. Staffing Needs

The Pottawattamie County Roadside Department employs one full time Roadside Manager, one full time assistant Roadside Manager, and one Seasonal employee. Our staffing needs are adequate at this time with our current budget and work load. We hope to hire another full time employee as our program and needs grow. The Roadside Manager and Assistant Roadside Manager will continue to attend annual training and educational events to stay current and up to date on all laws, regulations, and techniques used in our field.

V. Inventory and Analysis

a. Tools

1. Mapping-Comprehensive records for seeding projects
2. Aerial Photography
3. GIS – design coherent records
4. GPS – records and highlighting planted areas
5. Paper Records – trucks, office use
6. Ground Photography “before and after” pictures

b. Vegetation

Vegetation inventory is done by the roadside department on a daily basis. When spraying, mowing, cutting trees, seeding, the roadside crew is aware of the surrounding areas and what attention it may need. To help us with that we utilize many of our mapping tools and photographs. Pottawattamie County spent two years off and on conducting a new inventory with our GPS back in 2011-12; it was then given to our GIS department to be put in map form for our future reference.

c. Equipment

1. 2500 Pickup truck X 2(2006)
2. S/A Dump truck(2007)
3. S/A Flatbed truck(1984)
4. 7220 John Deere tractor with Boom Mower and Upgrade(2006 Tractor and Boom Mower)(2015 LRTF Boom Control Upgrade)
5. M5040 Kubota tractor with front wheel assist and front end loader(2006)
6. John Deere Gator UTV(2011)
7. Hay buster straw blower(2007 LRTF)
8. 1200 Gal. Kincaid hydro seeder(2009 LRTF)
9. Cat 289C skid steer(2011)
10. Bobcat MT52 walk behind skid steer(2008 LRTF)
11. 30 ft. Flatbed trailer(2009)
12. 16 ft. Trailer(2001)
13. Fecon forestry mulcher(2014 LRTF)
14. Slip in pickup injection sprayer 300 gal.(2006 LRTF)
15. Slip in pickup tank mix sprayer 200 gal. X 2 (2000)
16. 3-Point sprayer(2015 LRTF)
17. Slip in UTV pumper unit for burning(2013 LRTF)

18. 3-Point broadcast seeder(2006)
19. Truax drill seeder(1995 LRTF)
20. Broadcast hand seeders X 4(2006-2014)
21. Soil pulverizer X 2(1-1988)(1-2012 LRTF)
22. 10 ft. flexible harrow(2006)
23. 3-Point straw tacker(2002)
24. 7 ft. 3-point disc(2006)
25. 7 ft 3-point mower(2004)
26. 3-Point soil scraper(1988)
27. M100 rifle staple gun X 2(2015 LRTF)
28. Pallet forks for the tractor(2007)
29. Digital camera(2009)
30. Nomex clothes(2009 LRTF)
31. Drip torch and different hand tools for burning(2011-2012 LRTF)
32. Chain saws X 3(2-2006)(1-2013 LRTF)
33. Trimble GPS unit with GIS software(2011 LRTF)
34. Portable trash pump(2011 LRTF)

VI. Program Operations

a. Annual Operations

January – March: Cut trees and brush, snow removal, equipment maintenance, training, IRVM office and correspondence work as needed, and other duties as assigned.

March – April: LRTF grants, cut trees and brush, inventory and ordering materials, prescribed burning, spring seeding, bare ground spraying, and other duties as assigned.

April – October: Seeding, spraying brush and weeds, erosion control projects, mowing, equipment maintenance, training, and other duties as assigned.

October – December: Cut trees and brush, basal spraying, dormant seeding, equipment maintenance, reports, material inventory, training, snow removal, and other duties as assigned.

b. Work Area Types

1. Rural

Rural adjacent to agriculture
Rural adjacent to non-agricultural
Rural adjacent homestead
Rural adjacent subdivision

2. Urban

Unincorporated towns
Rural-Urban interface

c. Vegetation Types for Specific Uses

1. Residential ROW – turf grass – Mowed areas in front of houses.
2. Non-residential ROW – native tall grass prairie – Areas where long term establishment and persistence of tall grass prairie is deemed feasible by the Roadside Manager.
3. Miscellaneous ROW – borrow pits – easements – cool season grasses will be used where long term establishment and persistence of tall grass is deemed not feasible by the Roadside Manager.

d. Special Projects

Pottawattamie County Secondary Roads Department has teamed up with our Conservation Department on prescribed burning in our county and re-establishing native prairies in our roadsides around our county parks. Pottawattamie County has also teamed up with our local Pheasants Forever chapter; they have provided funding for seed, mulch, and seasonal personal.

VII. Methods

a. Vegetation Establishment

1. Site preparations – soil is leveled and cultivated to a depth of 2 -3 inches or as needed for different soil types.
2. Seeded 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
Indian grass	1.5 lbs/ac	Wild bergamot	.6 oz/ac
Partridge pea	8 oz/ac	Foxglove penstamen	.5 oz/ac
Lead plant	.5 oz/ac	Large flowered penstemon	.5oz/ac
Butterfly milkweed	.8 oz/ac	Prairie blazing star	.8 oz/ac
Swamp milkweed	1 oz/ac	Yellow coneflower	4 oz/ac
New England aster	.3 oz/ac	Black-eyed Susan	3 oz/ac
Milk vetch	.8 oz/ac	Compass plant	.5 oz/ac
Wild white indigo	.5 oz/ac	Stiff goldenrod	.3 oz/ac
Purple prairie clover	4 oz/ac	Ohio spiderwort	.8 oz/ac
Showy tick trefoil	.5 oz/ac	Hoary vervain	.5 oz/ac
Goldenrod	.8 oz/ac	Rough drop seed	16 oz/ac

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

Cool season / non-native mix

Fawn Tall Fescue
Linn Perennial Ryegrass
VNS Kentucky Blue grass

Spring cover crop

Cover Crop Oats

Fall cover crop

Winter Wheat

Residential mix

All purpose lawn seed mix (as available)

3. Seeding Techniques

We seed according to the guidelines in the IRVM tech. manual using:
Hydro seeder with mulch and seed
Truax drill
Broad cast seeder

4. Erosion and Sediment Control

Hydro mulch
Straw mulch
Excelsior erosion control blankets
Excelsior silt logs

5. Vegetation Establishment Maintenance

After seed bed preparation and initial seeding is completed, several steps are used to maintain the wanted vegetation, including: burning, mowing, and spot spraying.

6. Planting Evaluation and Documentation

Maps and recordings include location, size, date seeded, seed mix used and all other notes are recorded for all native seeding projects. Sites are evaluated yearly.

7. Mowing

Shoulder mowing on county hard surface roads occurs 2-3 times per year and as needed on gravel roads. Brush mowing occurs as time allows.

8. Chemical Control for Noxious Weeds, Invasive Species, and Bare Ground

The Roadside Manager makes the decision on what products are used for weed control. This includes noxious weeds, invasive species and bare ground treatment. All decisions are based upon what type of species

needs to be controlled, environment concerns, amount of product, and if there is an alternative method for controlling verses chemicals.

9. Tree and brush control

Tree and brush control is conducted on all portions of the ROW as time and resource availability allow. All woody vegetation growing within the ROW is subject to removal at the time of the tree and brush removal operations unless otherwise directed by the Engineer. All stumps are to be cut flush to the ground and treated with herbicides labeled for that application, or as needed.

10. Prescribed Burning

Portions of the ROW containing populations of native plants are subject to be burned as needed to achieve IRVM management goals and objectives, as determined by the Roadside Manager.

11. Burn Plan and Records of Previous Burning

Burn plans are created as needed by the Roadside Manager. Burn notifications are sent to adjacent landowners prior to conducting prescribed burns.

VIII. 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 local vendors. Price for seed, herbicide, and erosion control products are reviewed annually by the Roadside Manager, vendors are contacted and pricing made available. Materials are then purchased at the lowest price from local vendors.

b. Material Handling and Storage

Seed – Seed is stored inside a dry semi climate controlled maintenance shed.

Herbicide – Herbicides are stored inside a dry semi climate controlled maintenance shed.

Erosion Control Materials – Erosion controlled materials are stored inside a dry semi climate controlled maintenance shed.

Straw Bales – Bulk straw is stacked and stored outside.

Hydro Mulch – Hydro mulch is wrapped and stored outside.

IX. Appendices

a. Position Descriptions and Qualifications

Definition: The Roadside Manager is an employee of the Pottawattamie 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 Pottawattamie County ROW and public drainage ditches, also perform related duties as required by the County Engineer.

Duties and Responsibilities: The Roadside Manager and IRVM staff shall coordinate their activities with the Pottawattamie County Engineer and Secondary Roads Department. The Manager's responsibilities shall include, but not limited to, the following:

1. Control of noxious weeds in ROW and public drainage ditches.
2. Planting and maintenance of native and introduced grass/forb communities in newly graded, cleaned out, or otherwise disturbed sites on county ROW.
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 ROW.
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. Other duties in the Pottawattamie County Secondary Roads Department as assigned by the County Engineer or Road Crew Foreman.

Requirements:

1. Maintain a valid pesticide applicator's license in category 6, Right-of-Way, or be able to obtain in 60 days.
2. Maintain a valid Iowa class A Commercial Driver's License with Tanker endorsement, or able to obtain in 60 days.
3. Assume ongoing 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.

Necessary Knowledge and Skills:

1. Knowledge of principles of land use and 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 the program.

10. Ability to operate and maintain power equipment.

CHAPTER 6 IRVM Statement of Support

IRVM Statement of Support

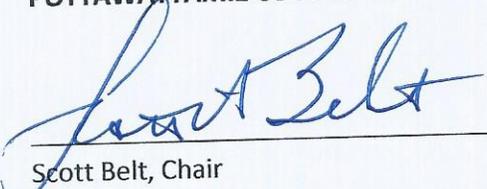
WHEREAS, the Pottawattamie County Board of Supervisors, Pottawattamie County Engineer, and the Pottawattamie County IRVM Manager, in spirit of cooperation, common goals and shared vision to manage roadsides and weeds within Pottawattamie County by and through an Integrated Roadside Vegetation Management (IRVM) Program; and

WHEREAS, the parties of this agreement recognize the benefits of an IRVM program, including the economically and environmentally sustainable objectives; county beautification and safety; and

WHEREAS, the implementation of this program is pivotal to the joint creation, monitoring, and updating of an Integrated Roadside Vegetation Management Plan, that incorporates public participation, input, education; and shall strive to achieve the goals and objectives of the IRVM program;

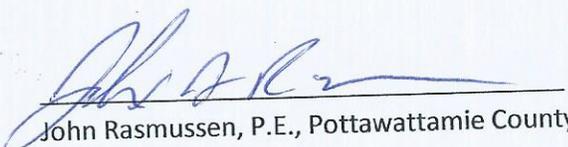
THEREFORE, BE IT RESOLVED that the Pottawattamie County Board of Supervisors, Pottawattamie County Engineer, and Pottawattamie County IRVM Manager shall establish an Integrated Roadside Vegetation Management Program and plan according to the provisions described herein.

POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS



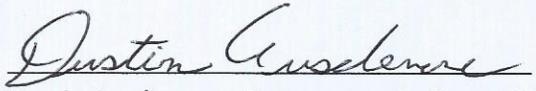
Scott Belt, Chair

POTTAWATTAMIE COUNTY ENGINEER



John Rasmussen, P.E., Pottawattamie County Engineer

POTTAWATTAMIE COUNTY IRVM MANAGER

A handwritten signature in cursive script, reading "Dustin Ausdemore". The signature is written in black ink and is positioned above the printed name.

Dustin Ausdemore, Pottawattamie County IRVM Manager

POTTAWATTAMIE COUNTY, IOWA, APPLICATION FOR ENTRANCE OR EXTENSION

1. Name of Property Owner				Daytime Telephone Number
Address of Property Owner				
2. Name of Entrance Installer				Daytime Telephone Number
Address of Entrance Installer				
3. Type of Entry Requested	<input type="radio"/> New Entrance <input type="radio"/> Extension of Existing Entrance <input type="radio"/> Agricultural-Field Entrance Only <input type="radio"/> Agricultural-Other _____ <input type="radio"/> Residential for _____ dwelling(s) <input type="radio"/> Commercial-described as: _____ <input type="radio"/> Industrial-described as: _____			
4. Location of Entrance	Section	Township	Range	
5. More specifically described as follows:				

PROPERTY OWNER'S SIGNATURE

I, THE UNDERSIGNED, HEREBY STATE BY MY SIGNATURE THAT I HAVE READ, UNDERSTAND AND WILL ADHERE TO THE PROVISIONS OF CHAPTER 7.40, ENTRANCE PERMITS, POTTAWATTAMIE COUNTY, IOWA, CODE, AS RECITED ON THE REVERSE SIDE OF THIS APPLICATION. I REQUEST THAT APPROVAL BE GRANTED FOR THE CONSTRUCTION OF SAID ENTRANCE.

Signature of Property Owner: _____ Date: _____

Type or Print Name: _____ Daytime Telephone: _____

TO BE COMPLETED BY POTTAWATTAMIE COUNTY		
		COST
Diameter		
Length		
Gauge		
Corrugation		
Bands		
Slope collar		
Dry fill		
Other		
Date		
By		
Title		
Telephone Number		Total Cost \$

NOTICE:
 Pottawattamie County
 Secondary Road
 Department shall be
 notified 24 hours in
 advance of the
 commencement of the
 installation of the entrance
 and shall be notified when
 the installation has been
 completed.
 Call 712-328-5608.

SEE REVERSE SIDE FOR PROVISIONS OF CHAPTER 7.40, ENTRANCE PERMITS AND ATTACHED EXAMPLES OF ENTRANCE PIPE DETAILS

RETURN COMPLETED FORM TO:
 POTTAWATTAMIE COUNTY
 SECONDARY ROADS DEPARTMENT
 223 SOUTH 6TH STREET, COUNCIL BLUFFS, IA 51501
 IF YOU HAVE ANY QUESTIONS ON COMPLETING THIS FORM, PLEASE FEEL FREE TO CALL (712) 328-5608

Copy Distribution: White-Office Canary-Foreman Pink-Central Shop Gold-Property Owner

**CHAPTER 7.40
ENTRANCE PERMITS**

- 7.40.010 TITLE:** This Chapter shall be known and may be cited and referred to as the "Entrance Permits" Ordinance of Pottawattamie County, Iowa.
- 7.40.020 PURPOSE:** The purpose of this Ordinance is to establish standards for the construction of entrances, to provide a process for the issuance of entrance permits, to provide for a process to remove improperly constructed entrances, to provide a procedure for the maintenance of existing entrances and to establish a penalty for failure to obtain an entrance permit.
- 7.40.030 DEFINITIONS:** For the purpose of this Ordinance, certain terms or words used herein shall be defined as follows:
.01 **COUNTY:** Pottawattamie County, Iowa.
.02 **COUNTY ENGINEER:** The County Engineer of Pottawattamie County, Iowa.
- 7.40.040 JURISDICTION:** The provisions of this Ordinance shall apply to all roads under the jurisdiction of the Pottawattamie County, Iowa, County Engineer.
- 7.40.050 ENTRANCE LOCATION:** The County Engineer will view the proposed location and determine adequate sight distance, correct slope between the road and fence line and other specific criteria determined by the County Engineer as follows:
.01 Adequate sight distance along the county road in each direction from any given point of access where a vehicle must stop before entering the county road.
.02 The finished surface elevation of an entrance onto a road shall initially be sloped away from the county road at approximately a 4% slope to prevent surface water from draining onto the county road.
- 7.40.060 CULVERT PIPE REQUIREMENTS:** If the location of the entrance onto the county road is approved, the County Engineer will determine, if a culvert pipe is required, the type, size and length size of culvert pipe.
.01 **Type of Culvert Pipe:** Culvert pipes shall be approved by the County Engineer. Used culvert pipe showing rust or having holes will not be approved. New culvert pipe shall meet County and Iowa Department of Transportation standards for entrance pipe and shall be a minimum of 30 (thirty) feet in length.
.02 **Size of Culvert Pipe:** The size of the culvert pipe will be determined by the County Engineer based on the drainage area.
.03 **Length of Culvert Pipe:** The County Engineer will determine the length of culvert pipe based on the top width requested and approved, entrance use, ditch depth and type of road being entered.
- 7.40.070 INSTALLATION RESTRICTIONS:** All entrances shall be constructed in accordance with the following criteria:
.01 The entrance shall be designed and constructed in accordance with County and Iowa Department of Transportation standards.
.02 The County Engineer shall approve the type and location of all fill materials utilized in the construction of the entrance and materials utilized to surface the entrance. No filling will be permitted in the right-of-way of the county road other than is necessary to construct the proposed entrance.
.03 No excavations will be made within the limits of the traveled portion of the roadway.
.04 Adequate traffic control and advanced warning devices shall be placed during the construction of the entrance.
- 7.40.080 MAINTENANCE OF CULVERTS:** All maintenance of the entrance, including the culvert, shall be the financial responsibility of the property owner. In the event maintenance is needed, the County Engineer shall give notice to the property owner. If the property owner fails to make the necessary corrections within 30 days, this provision shall not prohibit the County Engineer from performing necessary maintenance on the entrance to protect the county road and assessing the cost back against the property.
- 7.40.090 INSTALLERS APPROVAL:** The County Engineer shall have the authority to approve the individual(s) that will construct the entrance. Criteria that will be utilized to determine acceptability of an individual will include, but not be limited to, insurance, and access and/or possession of adequate traffic signage needed to construct the entrance.
- 7.40.100 ENTRANCE PERMIT REQUIRED:** It shall be unlawful for any person to construct an entrance onto a county road until an Entrance Permit shall have been issued by the County Engineer. No Entrance Permit shall be issued by the County Engineer unless the proposed entrance compliances with all of the provisions of this Ordinance.
- 7.40.110 APPLICATION FOR ENTRANCE PERMITS:** All applications for Entrance Permits shall be filed with the County Engineer on approved forms, and shall be accompanied by such documentation as may be deemed necessary for the County Engineer to make an appropriate determination on the application.
- 7.40.120 ACTION BY COUNTY ENGINEER:** The County Engineer shall take action on all Entrance Permit applications as soon as is reasonably possible. Said Entrance Permit shall specify the location of the entrance, pipe diameter, pipe material, length of the pipe, entrance width, slope collar, diaphragm, and the type and location of the surfacing, as dictated by the location.
- 7.40.130 EXPIRATION OF PERMIT:** If the work described in any Entrance Permit has not been completed within six (6) months of the date of issuance thereof, said Entrance Permit shall expire and be voided.
- 7.40.140 INSPECTIONS:** The County Engineer is hereby authorized to make such inspections as are necessary to determine satisfactory compliance with this Ordinance. In the event said construction does not comply with the terms of this Ordinance, the County Engineer shall notify the property owner of said deficiencies.
- 7.40.150 PENALTY FOR VIOLATION:** The penalty for violating the provisions of this Chapter shall be as set forth in Chapter 1.75, except that the schedule of civil penalties shall be modified as follows:
- | | |
|---|----------|
| A. First Offenses | 50.00 |
| B. Second Offense and Subsequent Offenses | \$100.00 |

PERMIT

Permission is hereby granted _____

of _____, _____ to _____

Said installation shall have a minimum cover of _____ inches and shall be constructed so as not to interfere with drainage along said County Road.

Permission is granted with the understanding that the applicant will be responsible for said construction and shall protect the traveling public at all times during and after construction. It is further understood that Pottawattamie County is not obligated in any way to repair or protect said installation now or in the future.

It is further understood that the above-mentioned applicant will abide by the following stipulations:

1. Take all reasonable precautions to protect lives and property and save and hold the County harmless of damage or loss on account of such construction.
2. Construction shall in no way interfere with traffic on said County road.
3. The road shall be restored or left in as good condition as it was before construction. Any surfacing material removed, covered up, or mixed with earth shall be replaced by applicant at his expense.
4. No excavation shall be made within the limits of the traveled portion of the highway, except at designated crossing, which shall be completed in one day, tamped and rocked or resurfaced. No line of excavation shall be allowed on, or within 3 ft. adjacent to any high type surfacing.
5. Backfills are to be compacted by tamping in six inch (6") lifts and 95% Proctor Density. Culverts and road ditches shall be cleaned and restored to as good condition as before construction.
6. If excavation is necessary upon the traveled portion of the roadway, no excavation will be permitted if the size of the opening is greater than 3 feet x 4 feet, or unless written approval is otherwise obtained from the County Engineer.
7. It is specifically understood by this applicant that this permit shall in no way be interpreted to grant an easement of right of way to this applicant or any other person whatsoever.
8. It is specifically understood that if, at a later date, the Board of Supervisors shall deem it necessary that the pipe or other material placed on the public highway or under said highway as described above should be moved, or if the operation of the said County should necessitate the removal, then said pipe or other material shall be moved at the County's request and at the expense of the applicant.

9. All other installations shall be placed in a manner as not to interfere with normal road maintenance operations and applicant shall save the County harmless from all damage claims on this account.

10. A plat with plans and specifications or a sketch of the work contemplated being done upon the granting of this permit is attached hereto and will be checked and filed with the Pottawattamie County Engineer.

11. Other requirements _____

12. It is agreed hereby that the proposed work as set out above shall be completed no later than the _____ day of _____, _____.

13. Any work to accomplish the purposes of this permit that is done by others than the applicant, for the applicant, will be supervised and inspected by the applicant, for compliance with the provisions of this permit. The County will deal only with the applicant in reporting non compliance and will expect immediate correction of situations deemed detrimental to the road during the period of this permit and also for general final approval.

Applicant

Address

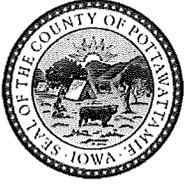
City, State, Zip Code

APPLICATION APPROVED this _____ day of _____, _____.

Pottawattamie County
County Engineer

By _____

Pottawattamie County Engineer's Office
223 South 6th Street
Council Bluffs, IA 51501
(712) 328-5608



Pottawattamie County Secondary Roads

Miles of Pride

Job Title: Roadside Technician 1

Name:

Reports to:

Supervises: N/A

Date:

Pay Grade: 4

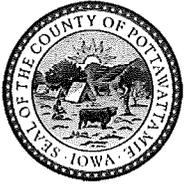
Bargaining Unit: Included

Purpose:

This employee will work independently or as part of a crew to support and implement the IRVM plan through completion of projects and vegetation management.

Essential Functions:

1. The employee will assist in implementing the IRVM plan.
2. Spray RTU chemicals.
3. Assist in grant development.
4. Operate hydro-seeders, bale shredders and other mulching equipment.
5. Maintain seeding and spraying records.
6. This position is also responsible for deer removal in rural residential clusters.
7. Works in a manner conducive to teamwork, with respect for the public their fellow employees and the safety of all.
8. Operates and maintains assigned equipment.
9. Performs manual labor.
10. Performs snow removal operations.
11. Provides traffic control in construction and maintenance zones or emergency situations.
12. Performs routine scheduled maintenance on assigned vehicle including, but not limited to, changing the oil, filters and other engine fluids, greasing the vehicle, checking tires, lug nuts and washing the interior and exterior surfaces.



Pottawattamie County Secondary Roads

Miles of Pride

13. Completes a written record of the maintenance services performed on each piece of equipment and visually inspects the condition of equipment before and after operation to determine if repair or maintenance is needed.
14. Completes written work records including, but not limited to, time sheets, monthly cost sheets, rock haul records and equipment maintenance forms.
15. Operates power and hand tools in the performance of duties.
16. Performs maintenance and housekeeping activities of County buildings and grounds when necessary.

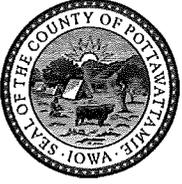
NOTE: Management has the right to add or change duties at any time. The duties listed above and below are not inclusive of all tasks that employees of this classification may be required to perform.

Marginal Functions:

1. Performs other duties as directed or as the situation dictates, including working in lower classifications. This employee may be asked to work as Traffic Control Tech as needed.

Essential Knowledge, Experience and Ability:

2. Knowledge and ability to operate assigned equipment in a safe manner according to traffic laws and regulations.
3. The character to ask questions and seek help when duties are unclear or appear unsafe.
4. Ability to operate computers, hand and power tools in a safe and competent manner.
5. Knowledge of occupational hazards and safety precautions necessary for the proper operation and use of assigned vehicles, equipment, tools and materials.
6. Non-engineering progressions shall be Experienced in dump truck operations.
7. Ability to communicate effectively, both orally and in writing.
8. Ability to read English and to follow a series of oral and written instructions and maps.
9. Ability to write English and accurately complete required records and reports.
10. Ability to work independently without constant supervision.



Pottawattamie County Secondary Roads

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11. Ability to establish and maintain effective working relationships with fellow employees, supervisors and the general public.

Essential Education, Certification and/ or License:

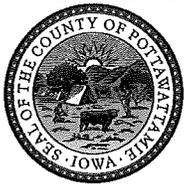
Must possess and maintain a valid State of Iowa Drivers Class A Commercial Driver's License (CDL) with an air brake endorsement.

Essential Physical Demands and Typical Working Conditions:

Work is performed in a variety of outdoor environments and locations throughout the year. Work environment is occasionally noisy and may be hazardous, if proper safety precautions are not taken.

Must be able to lift 50 pounds to perform job duties.

Operation and maintenance of vehicles and equipment requires that the incumbent be able to perform repetitive hand, wrist, shoulder and leg movements in tight and cramped spaces as well as bend, climb and crawl into, under and out of vehicles.



Pottawattamie County Secondary Roads

Miles of Pride

Job Title: Roadside Technician 2

Name:

Reports to:

Supervises: N/A

Date:

Pay Grade: 6

Bargaining Unit: Included

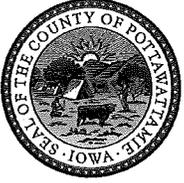
FTE: 1

Purpose:

This employee will work independently or as part of a crew to support and implement the IRVM plan through completion of projects and vegetation management.

Essential Functions:

1. The employee will assist in implementing the IRVM plan.
2. Spray RTU chemicals, as well as those requiring a State of Iowa Pesticide Applicators License.
3. Be familiar with spray truck operations and record keeping.
4. Assist in grant development.
5. Operate hydro-seeders, bale shredders and other mulching equipment.
6. Maintain seeding and spraying records.
7. This position is also responsible for deer removal in rural residential clusters.
8. Works in a manner conducive to teamwork, with respect for the public their fellow employees and the safety of all.
9. Operates and maintains assigned equipment.
10. Performs manual labor.
11. Performs snow removal operations.
12. Provides traffic control in construction and maintenance zones or emergency situations.



Pottawattamie County Secondary Roads

Miles of Pride

13. Performs routine scheduled maintenance on assigned vehicle including, but not limited to, changing the oil, filters and other engine fluids, greasing the vehicle, checking tires, lug nuts and washing the interior and exterior surfaces.
14. Completes a written record of the maintenance services performed on each piece of equipment and visually inspects the condition of equipment before and after operation to determine if repair or maintenance is needed.
15. Completes written work records including, but not limited to, time sheets, monthly cost sheets, rock haul records and equipment maintenance forms.
16. Operates power and hand tools in the performance of duties.
17. Performs maintenance and housekeeping activities of County buildings and grounds when necessary.

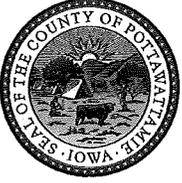
NOTE: Management has the right to add or change duties at any time. The duties listed above and below are not inclusive of all tasks that employees of this classification may be required to perform.

Marginal Functions:

1. Performs other duties as directed or as the situation dictates, including working in lower classifications. This employee may be asked to work as Traffic Control Tech as needed.

Essential Knowledge, Experience and Ability:

1. Knowledge and ability to operate assigned equipment in a safe manner according to traffic laws and regulations.
2. The character to ask questions and seek help when duties are unclear or appear unsafe.
3. Ability to operate computers, hand and power tools in a safe and competent manner.
4. Knowledge of occupational hazards and safety precautions necessary for the proper operation and use of assigned vehicles, equipment, tools and materials.
5. Ability to communicate effectively, both orally and in writing.
6. Ability to read English and to follow a series of oral and written instructions and maps.
7. Ability to write English and accurately complete required records and reports.



Pottawattamie County Secondary Roads

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8. Ability to work independently without constant supervision.
9. Ability to establish and maintain effective working relationships with fellow employees, supervisors and the general public.

Essential Education, Certification and/or License:

Must possess and maintain a valid State of Iowa Drivers License.

Must possess and maintain a Class A Commercial Driver's License (CDL) with an air brake and tanker endorsements.

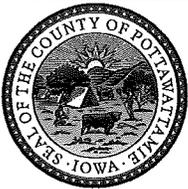
Must possess and maintain a State of Iowa Pesticide Applicators License.

Essential Physical Demands and Typical Working Conditions:

Work is performed in a variety of outdoor environments and locations throughout the year. Work environment is occasionally noisy and may be hazardous, if proper safety precautions are not taken.

Must be able to lift 50 pounds to perform job duties.

Operation and maintenance of vehicles and equipment requires that the incumbent be able to perform repetitive hand, wrist, shoulder and leg movements in tight and cramped spaces as well as bend, climb and crawl into, under and out of vehicles.



Pottawattamie County Secondary Roads

Miles of Pride

Job Title: Roadside Technician 3

Name:

Reports to: Operations Manager

Supervises: N/A

Date:

Pay Grade: 8

Bargaining Unit: Included

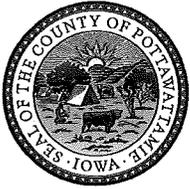
FTE: 1

Purpose:

This employee will work independently or as part of a crew to support and implement the IRVM plan through completion of projects and vegetation management.

Essential Functions:

1. The employee will implement the IRVM plan, as well as draft revisions to the plan.
2. Spray RTU chemicals, as well as those requiring a State of Iowa Pesticide Applicators License.
3. Is in responsible charge of their crew, their crew's performance, and final product.
4. Proficient with operation of spray truck and associated computer systems.
5. Provide vision for the Roadside program and seek grants.
6. Operate hydro-seeders, bale shredders and other mulching equipment.
7. Maintain seeding and spraying records.
8. This position is also responsible for deer removal in rural residential clusters.
9. Works in a manner conducive to teamwork, with respect for the public their fellow employees and the safety of all.
10. Operates and maintains assigned equipment.
11. Performs manual labor.
12. Performs snow removal operations.
13. Provides traffic control in construction and maintenance zones or emergency situations.



Pottawattamie County Secondary Roads

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14. Performs routine scheduled maintenance on assigned vehicle including, but not limited to, changing the oil, filters and other engine fluids, greasing the vehicle, checking tires, lug nuts and washing the interior and exterior surfaces.
15. Completes a written record of the maintenance services performed on each piece of equipment and visually inspects the condition of equipment before and after operation to determine if repair or maintenance is needed.
16. Completes written work records including, but not limited to, time sheets, monthly cost sheets, rock haul records and equipment maintenance forms.
17. Operates power and hand tools in the performance of duties.
18. Performs maintenance and housekeeping activities of County buildings and grounds when necessary.
19. Regular and punctual attendance at the assigned work location is an essential function.

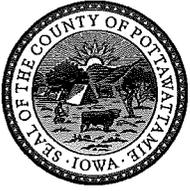
NOTE: Management has the right to add or change duties at any time. The duties listed above and below are not inclusive of all tasks that employees of this classification may be required to perform.

Marginal Functions:

1. Performs other duties as directed or as the situation dictates, including working in lower classifications. This employee may be asked to work as Traffic Control Tech as needed.

Essential Knowledge, Experience and Ability:

1. Knowledge and ability to operate assigned equipment in a safe manner according to traffic laws and regulations.
2. The character to ask questions and seek help when duties are unclear or appear unsafe.
3. Ability to operate computers, hand and power tools in a safe and competent manner.
4. Knowledge of occupational hazards and safety precautions necessary for the proper operation and use of assigned vehicles, equipment, tools and materials.
5. Ability to communicate effectively, both orally and in writing.



Pottawattamie County Secondary Roads

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6. Ability to read English and to follow a series of oral and written instructions and maps.
7. Ability to write English and accurately complete required records and reports.
8. Ability to work independently without constant supervision.
9. Ability to establish and maintain effective working relationships with fellow employees, supervisors and the general public.

Essential Education, Certification and/or License:

Must possess and maintain a valid State of Iowa Drivers License.

Must possess and maintain a Class A Commercial Driver's License (CDL) with an air brake and tanker endorsements.

Must possess and maintain a State of Iowa Pesticide Applicators License.

Essential Physical Demands and Typical Working Conditions:

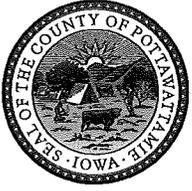
The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed indoors and outdoors, year round, periodically during inclement weather, at construction sites and may be noisy, dusty, hazardous, if proper safety precautions are not taken.

Operation and maintenance of vehicles and equipment requires that the incumbent be able to perform repetitive hand, wrist, shoulder and leg movements in tight and cramped spaces as well as bend, climb and crawl into, under and out of vehicles.

The incumbent is required to walk, stand, reach, kneel, crouch, bend, climb, lift, carry and utilize tools and equipment weighing up to 50 pounds. Incumbents must also possess the coordination and manual dexterity necessary to transport themselves to and from construction sites. The Incumbent at times is required to physically access rough terrain and construction sites, and to maneuver rough terrain on foot to perform job functions.

Hand-eye coordination is necessary to operate computers, tools, vehicles and equipment. While performing the duties, the incumbent is required to use hands to finger, handle, feel or operate objects, tools or controls and to reach with hand and arms.



Pottawattamie County Secondary Roads

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Vision abilities correctable to normal ranges include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. Incumbent must have adequate vision to safely operate vehicles after daylight hours.

Communication abilities include the ability to talk and hear within normal ranges. The incumbent is required to use voice to communicate as a result, clear diction and audible volume is required.

Work require interaction with the public and may be stressful when dealing with irate citizens and/or meeting deadlines.

EMPLOYEE POSITION ACCEPTANCE:

I have thoroughly discussed the essential functions, education and experience related to this position with my supervisor, and I fully understand what is required of me in this position. I hereby accept this position and agree to perform the tasks required to the best of my abilities.

Employee Signature

Date

Supervisor Signature

Date

Integrated Roadside Vegetation Management (IRVM) Seasonal Worker Pottawattamie County Secondary Roads

Seasonal Position: This seasonal position will begin in May of 2014, and end in August of 2014. (Accommodations will be made for students returning to school) Hours will average 40 hours per week. The standard work week is Monday- Friday, 7:00am to 3:30pm. Depending on weather conditions, work hours may vary. Some evening or early morning work may be necessary.

Description: This position will assist the Secondary Roads staff in maintaining Pottawattamie County's Natural Resource and Roadside Program. Under general supervision this position will mow county property and will correctly mix and safely apply herbicides to the county right of ways and public areas for the control of noxious weeds in Pottawattamie County. Additional duties include but are not limited to: planting native vegetation, conducting prescribed burns, and brush control. Must have the ability to operate county vehicles and equipment, i.e. mowers, spraying equipment, chain saws, power and hand tools. Maintain accurate daily spray records, upkeep and appearance of spray equipment, county vehicles, and county facilities. Applicants must also be able to attend programs as directed by the county roadside manager regarding: herbicide usage, licensing, continuing education, safety information, and/or any other related topic. Employee must be able to perform a wide range of physical tasks such as: walking on uneven ground, standing, bending, kneeling, and balancing, climbing ladders, lifting, carrying, and pushing or pulling amounts that weigh up to 50 pounds.

Qualifications: Applicants must be at least 18 years of age. Must have a valid driver's license with a good driving record. Maintain and/or acquire an Iowa Commercial Pesticide Applicator's License in Category 6 (right-of-way pest control). Options to obtain additional pesticide licenses or CDL may exist.

Salary: Pay will be \$9.00-\$13.00 per hour depending on experience.

To Apply: Applications may be obtained from Pottawattamie County Secondary Roads Department, 223 South 6th Street, Council Bluffs, IA 51503. Applications may also be obtained online at www.pottcounty.com. Submit application to Pottawattamie County Secondary Roads Department. For more information call (712)328-5608.

Pottawattamie County LRTF Funding History through FY 2015

DOTProjectNumber	Applicant	Award	FiscalYear Description	Type
90-78-LRTF-501	Pottawattamie County	\$ 4,500.00	1995 Inventory	County
90-78-LRTF-502	Pottawattamie County	\$ 6,946.00	1995 Seed	County
90-78-LRTF-701	Pottawattamie County	\$ 4,270.00	1997 Inventory	County
90-78-LRTF-601	Pottawattamie County	\$ 14,300.00	2006 Equipment - Skid-mounted injection sprayer	County
90-78-LRTF-701	Pottawattamie County	\$ 15,000.00	2007 Equipment - Hay Buster large bale mulcher	County
90-78-LRTF-801	Pottawattamie County	\$ 19,750.00	2008 Cost-share, one year, clearing/grubbing trees from rights-of-way	County
90-78-LRTF-802	Pottawattamie County	\$ 14,300.58	2008 Equipment - Bobcat MT52 mini loader	County
90-78-LRTF-901	Pottawattamie County	\$ 19,750.00	2009 Cost-share, year two, clearing/grubbing trees from rights-of-way	County
90-78-LRTF-902	Pottawattamie County	\$ 2,334.05	2009 Equipment - Nomex fire gear	County
90-78-LRTF-903	Pottawattamie County	\$ 24,000.00	2009 Equipment - Hydroseeder	County
90-78-LRTF-001	Pottawattamie County	\$ 19,750.00	2010 Cost-share, year three clearing/grubbing trees from rights-of-way	County
90-78-LRTF-101	Pottawattamie County Engineer's Office	\$ 114.40	2011 Equipment - Water pump	County
90-78-LRTF-103	Pottawattamie County Engineer's Office	\$ 1,189.50	2011 Equipment - Drip Torch	County
90-78-LRTF-104	Pottawattamie County Engineer's Office	\$ 4,500.00	2011 Inventory	County
90-78-LRTF-105	Pottawattamie County Engineer's Office	\$ 4,500.00	2011 Equipment - GPS	County
90-78-LRTF-106	Pottawattamie County Engineer's Office	\$ 2,000.00	2011 Equipment - GIS software	County
90-78-LRTF-201	Pottawattamie County Engineer's Office	\$ 968.27	2012 Equipment - Fire	County
90-78-LRTF-202	Pottawattamie County Engineer's Office	\$ 1,260.00	2012 Equipment - Soil pulverizer	County
90-78-LRTF-301	Pottawattamie County	\$ 10,489.47	2013 Equipment - Fire	County
90-78-LR14-(321)	Pottawattamie County Roads	\$ 15,000.00	2014 Equipment - Forestry mulcher	County
90-78-LR15-(329)	Pottawattamie County Secondary Roads	\$ 7,545.11	2015 Equipment - Mower upgrade kit	County
90-78-LR15-(330)	Pottawattamie County Secondary Roads	\$ 3,513.60	2015 Equipment - 3 point mount sprayer	County
90-78-LR15-(331)	Pottawattamie County Secondary Roads	\$ 1,360.00	2015 Equipment - Erosion control blanket staple guns	County
Total LRTF Funding Awarded FY1990 - FY2015		\$ 197,340.98		

HIGHWAY AND TRANSPORTATION MAP POTTAWATTAMIE COUNTY IOWA

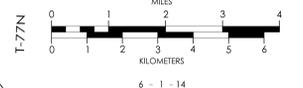


Office of Systems Planning
Phone: (515) 239-1289
WWW.IOWADOT.GOV/MAPS



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
- COUNTY HIGHWAY
- STATE 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

