

August 26, 2025

Meeting at 9:30 AM of the Clayton County Board of Supervisors at 600 Gunder Road NE, Elkader, Iowa.

Present: Steve Doepcke, Ray Peterson and Doug Reimer

Guests: Shawn Wirkler, Zach Herrmann, Chris Scott, Jessica Goltz, Casey Stickfort, Larry Stone, Samantha Rumph, Kaitlyn Kuehl-Berns, and Jennifer Garms

Doepcke moved, Peterson seconded to approve the meeting minutes for August 19, 2025. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Peterson moved, Doepcke seconded to approve the claims as presented totaling \$457,028.64. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Peterson moved, Doepcke seconded to authorize the chair to sign termination of lease notices for Oberbroeckling Family Farms LTD (2 locations) and T-A Cattle and Covers. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Doepcke moved, Peterson seconded to approve a Class C Retail Alcohol Liquor License for Maggie's Diner LLC. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Doepcke moved, Peterson seconded to authorize the chair to sign the Request for Release of Funds and Certification for the Clayton County Affordable Housing Project through US Department of Housing and Urban Development in the amount of \$635,000.00. Ayes: Doepcke, Peterson, Reimer. Motion carried.

The Opioid Settlement Committee presented an item for funding. Peterson moved, Doepcke seconded to allocate Opioid Settlement funds for the purchase of retrofitting a padded safety cell at the Clayton County Jail from Marathon Engineering Corporation in the amount of \$25,755.00 (a discount may be received). Ayes: Doepcke, Peterson, Reimer. Motion carried.

Chairperson Reimer opened a public hearing regarding a Radio Microwave Path Ordinance which outlines guidelines for maintaining pathways between radio towers to be free of obstructions to provide uninterrupted communications. The public hearing was closed. Peterson moved, Doepcke seconded to approve the first reading of Clayton County Ordinance #5-2025 - Radio Microwave Paths (public hearing was August 26, 2025). Ayes: Doepcke, Peterson, Reimer. Motion carried. Doepcke moved, Peterson seconded to waive the second and third hearings of Clayton County Ordinance #5-2025 - Radio Microwave Paths and pass the ordinance. Ayes: Doepcke, Peterson, Reimer. Motion carried.

Engineer Casey Stickfort outlined recommendations for Level "B" road maintenance. Peterson moved, Doepcke seconded to approve resolution #25-2025 "Policy to Upgrade Roads from Level of Service "B" to Level of Service "A"." Roll Call Vote: Doepcke-aye, Peterson-aye, Reimer-aye. Motion carried.

RESOLUTION #25-2025

POLICY TO UPGRADE ROADS FROM LEVEL OF SERVICE "B" TO LEVEL OF SERVICE "A"

WHEREAS the Clayton County Board of Supervisors is empowered under authority of the Code of Iowa to classify secondary roads on the area service system as Level of Service "A", "B", or "C", and

WHEREAS the Clayton County Board of Supervisors has previously established said Level "B" system by Ordinance No. 1-1984, and

WHEREAS Clayton County Roads that are included in the area service "A" have been constructed to provide a uniform cross section of roadway that provides lateral and transverse drainage and is raised to aid in snow removal and storage, and

WHEREAS the Clayton County Board of Supervisors recognizes that changing land use may create unforeseen demands upon all parts of the county road system and that residents and property owners may request a designated Level "B" road or a portion of a Level "B" road be brought into the Level "A" system.

THEREFORE, BE IT RESOLVED that the Clayton County Board of Supervisors establishes the following policy for evaluating requests for upgrades on the county Level "B" road system.

Situation A: Request of the County

In some cases, benefits to Clayton County can be achieved by upgrading a segment of road from Level of Service "B" to Level of Service "A". Upon presentation of the County Engineer of the economic benefits of improving a road, the Board of Supervisors may, by resolution, choose to upgrade the road at the county's full expense.

Situation B: Request by a resident(s), landowner(s), or tenant(s)

At locations where a resident(s), landowner(s), or tenant(s) request the Board of Supervisors to improve or upgrade a segment of a Level of Service "B" road, the Board will direct the County Engineer to prepare design requirements and an estimate of costs to upgrade the road to Level of Service "A" to these requirements. These requirements shall include, but not be limited to:

1. Adequate drainage and grade to allow the aggregate surface to survive field conditions without excessive maintenance.
2. Signing of road in compliance with Manual on Uniform Traffic Control Devices (MUTCD). This may include removal of present signs.
3. Culverts and bridges must meet legal load and width requirements.
4. Road top shall be determined by the County Engineer. Minimum road top shall be twenty-two (22) feet wide.
5. Aggregate surfacing needed to bring road into reasonable compliance with adjoining Level of Service A roads.

The County Engineer shall determine the adequacy of the right of way, roadbed and design requirements.

Adjacent property owners may donate any additional right of way to the county necessary to accomplish these standards.

After receiving the estimate of costs, the Board of Supervisors will determine if the upgrade is necessary and in the long-term best interests of the county. Upgrade will be by Resolution.

The resident(s), landowner(s), or tenant(s) requesting the Board of Supervisors to improve or upgrade a segment of a Level of Service "B" road shall be responsible for the actual costs of upgrading the road segment from Level of Service "B" to Level of Service "A".

The resident(s), landowner(s), or tenant(s) requesting the Board of Supervisors to improve or upgrade a segment of a Level of Service "B" road shall enter into an agreement with the county as to payment of these costs prior to reclassification of the road segment.

Once the road segment has been reclassified and improved as stated, maintenance of the road will be the continuing responsibility of Clayton County.

/s/ Doug Reimer, Board of Supervisors Chair
Attest: Jennifer Garms, Clayton County Auditor