

CONSTRUCTION CONT.

The design starts with a survey of the project location. With this information, we can utilize multiple software applications to aid in the design. All designs must comply with state and federal regulations. After the design has been finalized a formal letting can be held.

Construction inspection is required to ensure all work and materials follows plans and specifications. The project is not complete, however, until the project is finalized by both the County and the Iowa DOT. This is accomplished by providing required documentation to the DOT and in some cases, this can take up to a year.

ADMINISTRATION

Accounting

- Accounts Payable—Claims
- Accounts Receivable
- Payroll

Budgeting

- Overseeing 6 million dollars annually in local budgets, farm-to-market and bridge funds.
- Following Local, State & Federal Guidelines
- FEMA— Filing/Compliance
- OSHA Compliance
- Personnel Matters
- Permits

- Alter Public ROW
- Ditch Cleaning
- Dust Control
- Entrance - Driveway
- Moving - Single Trip/Annual OW/OS
- Tile Crossing
- Utility



HOWARD COUNTY SECONDARY ROADS

ENGINEER'S OFFICE STAFF

Nick Rissman, P.E. - Engineer

Jeff Freidhof - Assistant to the Engineer

Jeff Hrdlicka - Road Foreman

Andy Lensing - Field Asst./Asst. Road Foreman

Carrie Lopez - Office Manager

The Secondary Roads Department also currently employs 23 maintenance employees that include:

- *Mechanics
- *Patrol Operators
- *Truck Drivers
- *Sign Men
- *Laborers

All maintenance employee's are required to carry a CDL and must be well versed in heavy equipment operations.

The County Engineer's Office and main shop is located in Cresco, near the fairgrounds. Other maintenance shops are located in Elma, Lime Springs, Riceville, & Schley

OFFICE HOURS

Monday - Friday
8:00AM - 4:30PM

HOWARD COUNTY SECONDARY ROADS

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HOWARD COUNTY SECONDARY ROADS



HOWARD COUNTY ENGINEER

NICKOLAS A. RISSMAN, P.E.

This brochure is a brief description of the duties and responsibilities of your Howard County Engineer as Department Head of the Secondary Roads Department.



The Code of Iowa requires all counties to employ a licensed civil engineer known as the County Engineer. All construction and maintenance work on the county secondary roads is performed under the supervision of the County Engineer who is deemed responsible for the efficient, economical and good-faith performance of said work. It is the duty of the Board of Supervisors to establish policies and provide adequate funding in order to properly maintain the secondary roads system. Additional guidance comes from the policies and safety standards developed by the Iowa Department of Transportation and the Federal Highway Administration. The Howard County Engineer's Office is responsible for the planning, design, accounting and supervision of all the construction and maintenance work performed on the secondary road system. Howard County's road system includes approximately 760 miles of roads. Of that, there are about 130 miles that are paved. There are approximately 210 bridges over 20 feet in length and over 1,800 structures less than 20 feet in length.

MAINTENANCE

Howard County crews perform a vast amount of maintenance activities throughout the Secondary Road system on both hard surfaced and granular surfaced roadways. These activities include:

- Blading granular roadways
- Bridge repair
- Brush Cutting
- Crack sealing
- Culvert replacement
- Ditch cleaning
- Erosion control
- Flood repair
- Guardrail
- Mowing
- Re-Grading granular roadways
- Rock hauling
- Shouldering
- Signing
- Patching

SNOW REMOVAL

Snow removal is one of the most important activities that the Secondary Roads Dept. performs. Each snow or ice storm has its own characteristics and must be dealt with accordingly. Hard surfaced roads are first to be opened following a snowstorm and these



SNOW REMOVAL CONT.

roads will be treated for ice conditions. Granular surfaced roads are normally not treated for ice. Howard County attempts to get all areas of the County roads open to at least one lane of traffic as quickly as possible after a snow event. Wind, freezing and thawing often hamper the County's attempts to keep roads open and hard surfaced roads clear of ice.

CONSTRUCTION

The Engineer's office is responsible for the planning, design and construction inspection of all road and bridge projects on the secondary road system.

These projects include:

- Bridge / Culvert Replacement
- Bridge / Culvert Rehabilitation
- Paving
- Grading
- Pavement Markings

The planning begins upwards of five years prior to construction and is used to determine what projects can be completed taking into account multiple funding sources.