

The Board of Supervisors met on May 5, 2026, at 8:15 a.m. at the Mills County Courthouse in Glenwood with Supervisors Richard Crouch, Jack Sayers and Lonnie Mayberry present. The meeting opened with the Pledge of Allegiance.

Motion-Mayberry/Second-Sayers to approve the consent agenda as presented: agenda, 4.28.26 BOS meeting minutes & Recorder's report; Ayes-3 Nays-0 Motion Carried

Motion-Mayberry/Second-Sayers to open the public hearing on budget amendment #4 at 8:16 a.m.; Ayes-3 Nays-0 Motion Carried

No written or oral comments were received prior to the meeting

Motion-Sayers/Second-Mayberry to close the public hearing at 8:18 a.m.; Ayes-3 Nays-0 Motion Carried

Motion-Sayers/Second-Mayberry to approve Resolution 26-16 Adopting Budget Amendment #4 for FY ending June 30, 2026, and Appropriating Funds; Ayes-3 Nays-0 Motion Carried

Motion-Mayberry/Second-Crouch to approve two 5-day Class C Retail Alcohol license for Tobey Jack's Mineola Steakhouse at the Community Center beginning May 28, 2026, and June 23, 2026; Ayes-2 Nays-0 Abstain-1 (Sayers)

Public Comment

Bonnie Millsap discussed concerns about County Attorney's presence at meetings, Crouch stated that they are not required to attend meetings

Jacob Ferro, Mills County Engineer

Motion-Mayberry/Second-Sayers to approve the first reading of proposed Ordinance 26-02, an ordinance providing for changes in the language of Chapter 3 of the Mills County Ordinances entitled "Uniform Rural Address System"; Ordinance 26-03, an ordinance providing for changes in the language of chapter 7 of the Mills County Ordinances entitled "Snow and Ice Removal"; Ordinance 26-04, an ordinance providing for changes in the languages of Chapter 12 of the Mills County Ordinances entitled "Construction and Reconstruction of Roadways and Bridges", and Ordinance 26-05, an ordinance providing for changes in the language of Chapter 25 of the Mills County Ordinances entitled "Subdivision Regulations"; Ayes-3 Nays-0 Motion Carried

Motion-Sayers/Second-Mayberry to waive the second & third reading of Ordinance 26-02, an ordinance providing for changes in the language of Chapter 3 of the Mills County Ordinances entitled "Uniform Rural Address System"; Ordinance 26-03, an ordinance providing for changes in the language of chapter 7 of the Mills County Ordinances entitled "Snow and Ice Removal"; Ordinance 26-04, an ordinance providing for changes in the languages of Chapter 12 of the Mills County Ordinances entitled "Construction and Reconstruction of Roadways and Bridges", and Ordinance 26-05, an ordinance providing for changes in the language of Chapter 25 of the Mills County Ordinances entitled "Subdivision Regulations"; Ayes-3 Nays-0 Motion Carried

Motion-Mayberry/Second-Sayers to approve and adopt proposed Ordinance 26-02, an ordinance providing for changes in the language of Chapter 3 of the Mills County Ordinances entitled "Uniform Rural Address System"; Ordinance 26-03, an ordinance providing for changes in the language of chapter 7 of the Mills County Ordinances entitled "Snow and Ice Removal"; Ordinance 26-04, an ordinance providing for changes in the languages of Chapter 12 of the Mills County Ordinances entitled "Construction and Reconstruction of Roadways and Bridges", and Ordinance 26-05, an ordinance providing for changes in the language of Chapter 25 of the Mills County Ordinances entitled "Subdivision Regulations"; Ayes-3 Nays-0 Motion Carried

Motion-Mayberry/Second-Sayers to approve preliminary design contract with Calhoun-Burns Associates for reconstruction of 310th St. bridge in the amount of \$44,250; Ayes-3 Nays-0 Motion Carried

Motion-Sayers/Second-Mayberry to approve ROW Easement offer to Elizabeth Johns for Devore Ave CMP replacement project in the amount of \$500.00; Ayes-3 Nays-0 Motion Carried

General Discussion

Will be setting a meeting for May 20, 2026 at 6:00 p.m. at the Mills County Annex to discuss Deacon Rd project; L63 project on hold while testing is done; Mayberry & Schultz have both received complaints about traffic speeds on Levi Rd south of Hwy 34, Ferro & Schultz will meet to discuss.

Greg Schultz, Sheriff

Motion-Mayberry/Second-Sayers to approve hire of Rehnea Bartholomew as Detention Officer beginning May 6, 2026, with starting salary of \$50,250 annually; Ayes-3 Nays-0 Motion Carried

Motion-Sayers/Second-Mayberry to approve law enforcement services contracts for the following cities: Emerson, Pacific Junction, Malvern, Hastings, Silver City and Henderson; Ayes-3 Nays-0 Motion Carried

General Discussion

Will be requesting a new vehicle and opioid funds for educational materials for community outreach at next meeting

Bill Good, Tobey Jacks Mineola Steakhouse

Motion-Mayberry/Second-Sayers to approve Main St closures for events on 6.7.2026 from 7:00 a.m. – 3:00 p.m. and 7.2.2026 from 3:00-10:30 p.m.; Ayes-3 Nays-0 Motion Carried

Board of Supervisors Committee/Meeting Updates

Crouch attended a flag ceremony for the County Attorney's office; Sayers & Crouch attended the Conference Board meeting last week; Mayberry met with Orion about a solar project

New Business

Sayers stated a Zoning Board of Adjustment will meet on the 3rd Tuesday of the month

Motion-Sayers/Second-Mayberry to adjourn at 8:58 a.m.; Ayes-3 Nays-0 Meeting Adjourned



Richard Crouch, Chair

ATTEST:



Amber Farnan, Auditor

Visit <https://www.youtube.com/@millscountyiowa> for a complete recording of this meeting, these minutes consist of action items only.

Visit <https://www.millscountyiowa.gov/415/County-Resolutions> for complete Ordinances & Resolutions, also available at the Mills County Auditor's Office – Mills County Courthouse – 418 Sharp St, Glenwood, IA

Resolution 26-16 Adopting FY26 Budget Amendment #4 and Appropriating Funds

EXPENDITURES:

Service Area	Amount of Change	Current Budget	As Amended
County Environment & Education	446,2002	\$3,761,482	\$4,207,684
Total Expenditures	\$446,202	\$26,672,694	\$27,118,896

TRANSFERS: As previously approved in Resolution 26-06

From Fund	Amount Transferred	To Fund
Ohana TIF (16000)	\$387,112	Ohana LMI (16500)
Woodfield TIF (15000)	\$208,816	Woodfield LMI (15500)
Total TRANSFERS	\$595,928	

ORDINANCE NO. 26-02 An Ordinance Providing for changes in the language of Chapter 3 of the Mills County Ordinances entitled "Uniform Rural Address System."

Chapter 3. The proposed language changes are below - new ordinance language is underlined

- i. Private Easement Roads shall be allowed up to three addresses which are to be located at the entrance to the private easement road from the public road access. If the property owner believes they have an extenuating circumstance to allow for more than three addresses, they may follow the Variance Procedure outlined in Chapter 4, Section 4.1.3 d. of the Mills County Ordinances. Private Easement Road: A private easement on private property which provides access to more than one (1) building. These roadways are not recognized as private roads, or as public roads by the State of Iowa and the County and are, therefore, not maintained as such.
- j. Private Roads will have addresses located at each individual parcel entrance from the private road, similar to the addressing system and requirements of the addressing in Major Subdivisions. Private Roads are required to be designed and constructed in accordance with Chapter 25 of the Mills County Code of Ordinances. Private Road (Open to Public): A roadway officially recognized by the County as an access for vehicles from public roads to a private driveway leading to a building. Generally these roadways were established through the platting of a subdivision. These roadways are not recognized as public roads by definition of the State of Iowa and the County and are, therefore, not maintained as such, but are open to public access.

ORDINANCE NO. 26-03 An Ordinance Providing for changes in the language of Chapter 7 of the Mills County Ordinances entitled “Snow and Ice Removal.” Purpose. The purpose of this ordinance is to revise the language of 7.1.2 in Chapter 7. The proposed language changes are outlined below:

d. Motorist Responsibilities

(1) Operation of Vehicles

Motorists shall operate their vehicles during winter snow and ice conditions with additional caution and watchfulness, especially in respect to the surface of the roadway, and reduced or impaired visibility, and are advised to reduce their speed to at least twenty-five (25) miles per hour below that legally permitted or advised under normal conditions. In respect to roadways that have only one lane open, further extreme watchfulness and caution should be exercised by the motorist, and their speed should not exceed ten (10) miles per hour.

(2) Parking Ban

A parking ban on roads and cul-de-sacs within subdivisions shall be in effect for the duration of the snow and ice removal operation. Homeowners and motorists shall ensure that their vehicles and all other objects are removed from the roadway to allow efficient and safe operation of the snow and ice removal equipment. Note that under Iowa Code Chapter 321, parking on any secondary road is not allowed; however, an additional observance of this is prudent under the snow and ice removal operation. Violations of this requirement are considered a simple misdemeanor under Iowa Code Chapter 321.482.

ORDINANCE NO. 26-04 An Ordinance Providing for changes in the language of Chapter 12 of the Mills County Ordinances entitled “Construction and Reconstruction of Roadways and Bridges.” Purpose. The purpose of this ordinance is to revise the language of sections 12.3.1.1 and 12.3.2 in Chapter 12. The proposed language changes are outlined below:

c. Seal Coat Surfaced Roads – Section 12.3.1.1

- (1) New Construction. Presently, Mills County does not allow construction of new seal coat roads; however, if a case can be made supported or initiated by the County Engineer that a high traffic volume road can benefit the traveling public with an improved surface that is both safer and economically feasible, then a proposal to construct a seal coat surface will be considered. The economic feasibility will include factors such as initial cost and long-term maintenance costs as those costs compare to maintaining the existing surfacing.
- (2) In the case of property owners along a secondary road interested in road surfacing improvements, Chapter 311 of the Iowa Code, Secondary Road Assessment Districts is the proper procedure to follow. Section 311.3 specifies that not less than fifty percent of the total estimated cost of the improvements shall be apportioned and levied on the lands included in the assessment district. The Mills County Board of Supervisors policy is that the amount to be assessed is one hundred percent of the total cost of the requested secondary road improvement.
- (3) Reconstruction of seal coat surfacing may include reinforcing of the base by utilizing a base stabilizing treatment product and/or additional aggregate incorporated into the base during the base reinforcement operation. A double seal of the surfacing will complete the final process. Said double seal of the surfacing will be done either at the same time, or during the following season at the discretion of the County Engineer. The finished surface shall be reconstructed to the previous existing surface width. Where feasible and where existing right of way is sufficient to allow, the reconstructed surface may be upgraded to 24 feet wide with a minimum of 2-foot granular shoulders.

a. Paved Routes – Section 12.3.2

- (2) Culvert material selection under paved routes shall be at the discretion of the County Engineer. Material under consideration may include a variety of materials, such as reinforced concrete pipe (RCP), corrugated metal pipe (CMP), High-density polyethylene (HDPE) or structural steel plates.

NOTE: The 12.3.2 section will have the remaining three paragraphs unchanged as written.

ORDINANCE NO. 26-05 An Ordinance Providing for changes in the language of Chapter 25 of the Mills County Ordinances entitled “Subdivision Regulations.” Purpose. The purpose of this ordinance is to revise the language of Sections 25.7.8 (a), (d), (g), (o), and (p); 25.7.9; and 12.7.14 in Chapter 25. The proposed language changes are outlined below:

Section 25.7.8 (a)

Private roads shall be considered during the plating process when requested by the developer and approved by the Board of Supervisors upon the review and recommendation of the County Engineer. The private roads shall conform to all other requirements for road layout and design as well as the road standards specified within this ordinance, with a possible exception to the surfacing requirement. In the case of a private road in which the final surfacing will be an aggregate surface, the standards include a minimum right-of-way width of 66 feet and a surfacing width of 24 feet, with 2-foot shoulders. An aggregate surface on private roads may be approved by the Board of Supervisors upon review and recommendation of the County Engineer.

Section 25.7.8 (a), (d), (g), (o), and (p)

- d. (2) Four (4) foot shoulders, with a two (2) percentage grade slope; and
(3) Four (4) foot grassed shoulders, with a four (4) percent slope.
- g. No dead-end roads or alleys will be permitted except at subdivision boundaries. Those dead ends shall have a cul-de-sac or hammerhead design.
- o. Minimum width of surfacing to be provided shall be as follows:
 - (1) Thoroughfares: 24 feet paved with 2-6 foot shoulders
 - (2) Collector Roads: 24 feet paved with 2-6 foot shoulders
 - (3) Local Roads
 - a. With no on-street parking: 24 feet paved with 2-4 foot shoulders
 - (6) Sidewalks: 5 feet, in accordance with ADA requirements
- p. No road grade shall be less than one-half (1/2) of one (1) percent and shall not exceed the following longitudinal grade limits:

Section 25.7.9

- f. Private roads that are approved with an aggregate surface by the Board of Supervisors shall be built on a subgrade meeting the requirements of Iowa DOT specifications Section 2107 and 2109 with Type B compaction. The granular road surfacing shall have a minimum 6-inch depth with a nominal aggregate size not to exceed 1.5 inches. The surfacing material and placement shall be approved prior to placement by the County Engineer. Any and all variations shall be approved by the County Engineer and documented prior to placement.

Section 25.7.14

Note: The new ordinance language is underlined

Storm Sewer

Adequate storm sewer systems shall be planned and constructed as required throughout the subdivision to carry off storm water from all inlets and catch basins and be connected to an approved outfall. There shall be provided storm sewers or a surface drainage system to serve adequately the area being subdivided considering but not limited to the use of existing drainage channels wherever possible. The design of the drainage system shall consider the storm drainage area of which the subdivision is a part and existing watercourses. All storm drainage facilities shall be constructed based upon criteria established by the County Engineer. The County shall only be responsible for maintenance of storm water sewer structures which lie within the County Road right-of-way. Design of storm water sewer systems shall be in accordance with the Iowa DNR Stormwater Management Manual (ISWMM). The developer shall submit a Project Drainage Report to the County Engineer that shows the pre-construction and post-construction runoff amounts. If post-construction runoff is larger than the pre-construction amounts, then the report shall show that the current stormwater drainage system (county ditches and culverts) can adequately handle the post-construction runoff as defined in the ISWMM, Chapter1, Section 4, D. If the current system cannot withstand the increase in runoff, then measures shall be taken such as the construction of retention/detention facilities, or other measures approved by the County Engineer.