

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: \_\_\_\_\_ Weekly Agenda Date: \_\_\_\_\_

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** \_\_\_\_\_

**WORDING FOR AGENDA ITEM:**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:**

# Office of the Woodbury County Engineer

759 E. Frontage Road  
Moville, IA 51039

To: Board of Supervisors; Human Resources Department  
From: Mark J. Nahra, Woodbury County Engineer  
Date: December 13, 2023  
Subject: Engineering vacancy in Secondary Road Department

With the retirement of Ben Kusler, a critical vacancy exists within the County Engineer's office. I spoke with Mark Nelson, this department's board liaison, and suggested that this vacancy creates an opportunity to bring in a licensed assistant county engineer who could be promoted to County Engineer upon my own retirement, which I am planning in 2024.

There are advantages to bringing a licensed engineer eligible for promotion at this time. With the workload of the Secondary Road Department in construction and design, including planning and design of the new Southbridge interchange and associated federal grant application, I feel there is an advantage to bringing the next county engineer in, allowing this individual to work through the budget and programming process with me, so that I when I do retire, the department is able to carry on without disruption in project development and construction. Iowa Code allows the Board to appoint one or more licensed engineers who will be known as county engineers (section 309.17).

The county has a job description for a licensed assistant county engineer. This position was formerly occupied by Colin Ryan, who left county employment in 2022, to take a position with another county that is taking him through a similar process where he will succeed the incumbent county engineer as I proposed above. This position has a higher pay grade than the Assistant to the County Engineer position being vacated by Ben Kusler as Ben's position does not require the individual to be a licensed professional engineer.

Selection of an assistant county engineer that may be promoted to county engineer will require more involvement of the Board of Supervisor than we would normally look at for hiring professional staff within my department. If the Board is interested in hiring an engineer who could take over as department head/county engineer, the Board should interview that individual. If my department was looking only for a suitable assistant engineer for managing our design and construction efforts, I could select a qualified individual engineer whom I am sure would be suitable for managing our construction program. I believe the relationship as a potential department head, rather than an individual working under the county engineer, is someone with whom the Board is comfortable and shares the Board's goals.

Recommendation: Advertise for and hire a licensed Assistant County Engineer to replace Ben Kusler with the anticipation that this individual will be qualified and ready to be promoted to the position of County Engineer/Secondary Road Department Head upon my retirement.