

HUMAN RESOURCES DEPARTMENT

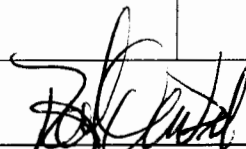
WOODBURY COUNTY, IOWA

56

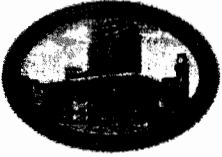
DATE: February 23, 2021

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Maintenance Technician	AFSCME Courthouse: \$19.02- \$20.61/hour	X	
County Sheriff	(4) Sheriff Deputies	CWA: \$25.14/hour	X	
Secondary Roads	Motor Grader Operator	CWA: \$24.31/hour	X	
Secondary Roads	(3) Temporary Engineering Aides	Wage Plan: \$13.00- \$15.00/hour	X	
Secondary Roads	(5) Temporary Summer Laborers	Wage Plan: \$11.00- \$13.00/hour	X	



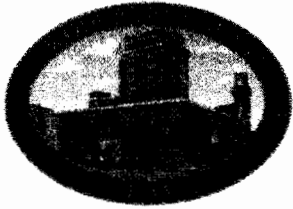
Chairman, Board of Supervisors



Woodbury County Building Services Department
Kenny Schmitz | Director Building Services
401 8th Street, Sioux City, Iowa 51101
Office: 712-279-6539
kschmitz@woodburycountyiowa.gov

To: Woodbury County Board of Supervisors
Cc: Human Resources Department
Subject: Authorization for Maintenance Technician position

I respectfully request the Authorization to Hire for the un-filled Maintenance Technician position created by the retirement of Bryan Maron.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

To: Board of Supervisors
Human Resources Department

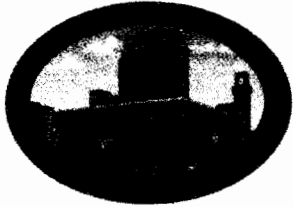
From: Mark Nahra, Woodbury County Engineer

Date: February 16, 2021

Subject: Hornick District Staff Level – Darrell Oban retirement

With the retirement of Darrell Oban, a motor grader operator position will be vacant in our District 5 unit at Hornick. This will leave the district shorthanded if the vacancy is not filled. While the position is not vacant until April 2, I would like to start the hiring process immediately to minimize the time we will be shorthanded in this district.

RECOMMENDATION: It is my recommendation that we fill the vacant motor grader operator position created by the retirement of Darrell Oban at Hornick immediately. Thank you for your attention.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039

Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@sioux-city.org

SECRETARY
Tish Brice
tbrice@sioux-city.org

To: Woodbury County Board of Supervisors
Woodbury County Human Resources Department

From: Mark J. Nahra, County Engineer

Date: February 16, 2021

Subject: Summer hire positions

I am requesting the authority to hire up to five (5) temporary maintenance staff summer positions and three (3) summer engineering aides. We fill these positions annually and appropriately budget for the temporary staff.

We utilize the temporary summer maintenance staff to assist full time maintenance employees with traffic control flagging and with our AMZ pavement patching crew. These positions provide summer work for college students and allow us to use our full time staff members in equipment operation rather than traffic control. This allows us to get more work done each day as skilled full time staff can concentrate on running equipment, not directing traffic.

The engineering aides assist our full-time engineering technicians with survey and project inspection work. Like 2020, with a heavy project workload again this year, we would like to hire three summer engineering aides.

I would propose the following pay rates. The summer laborers would be at a pay scale of \$11.00 - \$13.00/hour and the Engineering Aides were \$13.00 - \$15.00/hour, depending on experience.

Please contact me if you have any questions. Thank you for your assistance and attention.