

LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, JULY 22, 2019, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on July 22, 2019, at the Wickiup Hill Learning Center, 10260 Morris Hills Rd, Toddville, IA 52341.

Board Members Present

Steve Emerson, Cindy Burke, John Hanson, Hillary Hughes, and George Kanz
Board member Hughes joined by phone.

Board Members Absent

Staff Present

Dennis Goemaat, Director; Daniel Gibbins, Deputy Director; Randy Burke, Planner; Ryan Schlader, Community Outreach;

Others Present

Rob Peck, Design Dynamics; Sarah Clark, ICL

Call To Order

Conservation Board President Emerson called the meeting to order at 12:02 PM.

Public Comment

None.

ITEM R1. Approve Consent Agenda

Motion by Kanz, second by Burke

To approve the consent agenda.

Vote: aye; all present
 nay; none
 absent: none

The consent agenda was approved and involved the following items:

ITEM C1. Approve the June 24, 2019 Monthly Meeting Minutes

ITEM C2. Approve claims list and expenditures – Claims List #2020-1.

Claims and Transfer list #2020-1 involving claim #12-773 through claim #1-45.

ITEM C3. Receive and place on file the June 2019 financial/budget report.

ITEM C4. Receive and place on file the June 2019 activity report.

ITEM C5. Acceptance of gifts:

1. Gift #1-2020 – Monetary contribution (\$455) from Dawn Klohs in memory of Chuck Klohs for use on the Cedar Valley Nature Trail.

REGULAR AGENDA:

- ITEM R2. Discuss and decide on Resolution #2019-11, application for funding assistance from the State Resource Enhancement and Protection (REAP) grant program through the Iowa Department of Natural Resources concerning the acquisition of 204 acres (more or less) of land.**

Gibbins reviewed a draft grant application to the Iowa Department of Natural Resources Resource Enhancement and Protection (REAP) program requesting funding for acquisition of 204 acres (more or less) of land.

MOTION by Burke, second by Hanson

To approve resolution #2019-11 authorizing the Executive Director to submit Resource Enhancement and Protection (REAP) application on behalf of the Linn County Conservation Board to the Iowa Department of Natural Resources.

VOTE: aye; all present
nay; none
absent: none

- ITEM R3. Discuss and decide regarding authorizing the Director to sign a contract amendment with Design Dynamics for redesign work required for the Pinicon Ridge Park overlook shelter, Project #4-19.**

Randy Burke and Rob Peck reviewed the contract amendment with Design Dynamics for redesign work required for the Pinicon Ridge Park overlook shelter, Project #4-19

Motion by Hanson, second by Burke

To approve the Executive Director to sign the amendment to the contract.

Vote: aye; all present
nay; none
absent: none

BOARD MEETING MINUTES

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ITEM R4. Public hearing regarding the plans and specifications, form of contract and estimated construction costs concerning the Pinicon Ridge Park Overlook Shelter, Project #4-19.

The Conservation Board conducted a public hearing in accordance with Iowa law regarding the proposed plans, specifications, form of contract and estimated costs for the Overlook Shelter in Pinicon Ridge Park, Project #4-19. The published notice of the public hearing was presented. No written or oral comments or objections were received.

Motion by Kanz, second by Burke

To close the public hearing.

Vote: aye; all present
nay; none
absent: none

ITEM R5. Discuss and decide on Resolution #2019-12, approval of the plans and specifications, form of contract and estimated construction costs concerning the Pinicon Ridge Park Overlook Shelter, Project #4-19.

R. Burke and Rob Peck reviewed the plans and specifications, form of contract and estimated construction costs concerning the Pinicon Ridge Park Overlook Shelter, Project #4-19.

Motion by Kanz, second by Burke

To adopt Resolution #2019-12 indicating that a public hearing was held and approving the plans, specifications, form of contract and estimated costs for Pinicon Ridge Park Overlook Shelter, Project #4-19, and to authorize staff to receive and open bids.

Vote: aye; all present
nay; none
absent: none

BOARD MEETING MINUTES

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ITEM R6. Discuss and decide regarding selecting a consultant for the Morgan Creek Park/Highway 100 Trail design and engineering and authorizing the Executive Director to sign a contract with the selected consultant.

Randy Burke reviewed selecting a consultant for the Morgan Creek Park/Highway 100 Trail design and engineering.

Motion by Kanz, second by Burke

To authorize the Executive Director to negotiate a contract with Shive-Hattery for design and engineering services.

Vote: aye; all present
 nay; none
 absent: none

ITEM R7. Discuss and decide on authorizing the Board President and Secretary to sign an account agreement with NXT Bank designating authorized signers on checks written on the NXT Bank account.

Gibbins reviewed the account agreement with NXT Bank designating authorized signers on checks written on the NXT Bank account.

Motion by Kanz, second by Burke

To authorize the Board President and Secretary to sign an account agreement with NXT Bank.

Vote: aye; all present
 nay; none
 absent: none

BOARD MEETING MINUTES
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ITEM R8. Discuss and decide regarding awarding a contract for wetland development at Buffalo Creek Natural Area and authorizing the Director to sign the contract – Project #15-19.

Randy Burke reviewed a contract for wetland development at Buffalo Creek Natural Area – Project #15-19. Apparent low bid is Borst Brothers Construction for \$69,671.00.

Company:	Bid Amount:
Borst Bros Construction, Marion, IA	\$69,671.00
Boomerang Corp, Anamosa, IA	\$78,260.50
Schrader Excavating & Grading Co., Walford, IA	\$138,882.50

Motion by Kanz, second by Hanson

To authorize the Executive Director to award and execute a contract with Borst Bros Construction.

Vote: aye; all present
nay; none
absent: none

ITEM R9. Discuss and decide regarding authorizing the Director to sign a contract for geotechnical services related to the Morgan Creek Park development, Project #3-19.

Goemaat reviewed a contract for geotechnical services related to the Morgan Creek Park development, Project #3-19.

Motion by Burke, second by Hanson

To authorize the Executive Director to award and execute a contract for up to \$20,000.

Vote: aye; all present
nay; none
absent: none

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ITEM R10. Discuss and decide regarding authorizing the Director to sign a change order for adding an additional wetland to the Wickiup Hill wetland renovation, Project #5-17.

Goemaat reviewed the change order for adding an additional wetland to the Wickiup Hill wetland renovation, Project #5-17.

Motion by Burke, second by Kanz

To authorize the Executive Director to sign the change order up to \$20,000.

Vote: aye; all present
 nay; none
 absent: none

ITEM R11. Board Member and Staff Reports

1) Community Outreach/Marketing:

- a. Schlader reported on marketing activities including events, water quality fundraising partnership, newsletter, etc.

2) Updates:

- a. Community Attraction and Tourism Grant (CAT) update – Gibbins reported on submitted CAT grant application of \$500,000 for the Morgan Creek Phase 1 development project.
- b. Strategic Planning Update – Gibbins reviewed upcoming schedules and data gathering plan for continued strategic planning interviews, focus groups and surveys.
- c. Gail Barels Retirement – Goemaat reviewed the retirement of Gail Barels and potential changes for the position.

ITEM R12. Public comment

None.

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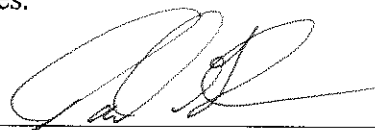
ITEM R13. Adjourn

Motion by Kanz, second by Burke

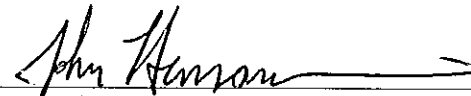
To adjourn the meeting at 12:31 PM

Vote: aye; all present
 nay; none
 absent: none

Catherine Kastens typed the above minutes.



Recording Secretary



Board Secretary

SEAL

LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, JULY 22, 2019, STRATEGIC PLANNING BOARD MEETING

The following is a true copy of the minutes of the strategic planning meeting of the Linn County, Iowa, Conservation Board held on **July 22, 2019**, at the Wickiup Hill Learning Center, 10260 Morris Hills Rd, Toddville, IA 52341.

Board Members Present

Steve Emerson, Cindy Burke, and George Kanz
Member Hughes joined the meeting by phone.

Board Members Absent

John Hanson

Staff Present

Dennis Goemaat, Director; Daniel Gibbins, Deputy Director;

Others Present

Sarah Clark, ICL

Call To Order

Conservation Board President Emerson called the meeting to order at 12:33 PM.

Public Comment

None.

REGULAR AGENDA:

ITEM R1. Strategic Planning Discussion

Sarah Clark led the Board and staff in discussion of strategic planning data gathering progress and initial results. Sarah reviewed a PowerPoint presentation summary of data gathered so far in the process through interviews and the survey.

Member Emerson left the meeting at 1:02 PM

Member Hughes left the meeting at 1:57 PM

No action taken.

ITEM R2. Public comment

None.

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ITEM R4. Adjourn

MOTION by Kanz, second by Burke.

To adjourn the meeting at 2:06 PM.


VOTE: aye; all present
 nay; none
 absent: Emerson, Hughes, Hanson

Daniel Gibbins typed the above minutes.



Recording Secretary

SEAL



Board Secretary