LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, AUGUST 26, 2019, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on August 26, 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
Cindy Burke joined the meeting by phone.
Hillary Hughes joined the meeting by phone at 12:14 PM.

Board Members Absent

Staff Present
Dennis Goemaat, Director; Daniel Gibbins, Deputy Director; Randy Burke, Planner; Ryan Schlader, Community Outreach; Dana Kellogg, Natural Resources Manager; Aaron Batchelder, Resource Manager;

Others Present
Brent Oleson, Linn County Supervisor; Rob Peck, Design Dynamics

Call To Order
Conservation Board President Emerson called the meeting to order at 12:00 PM.

Public Comment
None.

ITEM R1. Approve Consent Agenda

Motion by Hanson, second by Kanz

To approve the consent agenda.

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

The consent agenda was approved and involved the following items:

ITEM C1. Approve the July 22, 2019 Monthly Meeting Minutes and August 15, 2019 Strategic Planning Meeting Minutes

ITEM C2. Approve claims list and expenditures – Claims List #2020-2.
Claims and Transfer list #2020-2 involving claim #2-46 through claim #2-134.

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

ITEM C4. Receive and place on file the July 2019 activity report.
BOARD MEETING MINUTES
08/26/2019

ITEM C5. Acceptance of gifts:
1. Gift #2-2020 – Monetary contribution ($250) from City of Hiawatha in support of the Morgan Creek Park Redevelopment Project – Phase 1
3. Gift #4-2020 – Monetary contribution ($50) from George Kanz in support of the Morgan Creek Park Redevelopment Project – Phase 1
4. Gift #5-2020 – Monetary contribution ($250) from Kathy & Dennis Goemaat in support of the Morgan Creek Park Redevelopment Project – Phase 1
5. Gift #6-2020 – Monetary contribution ($10) from Daniel Gibbins in support of the Morgan Creek Park Redevelopment Project – Phase 1
6. Gift #7-2020 – Monetary contribution ($250) from Kim & Sandra Colberg in support of the Morgan Creek Park Redevelopment Project – Phase 1
7. Gift #8-2020 – Monetary contribution ($50) from Bob Hoyt in support of the Morgan Creek Park Redevelopment Project – Phase 1
8. Gift #9-2020 – Monetary contribution ($5,000) from ITC M:idwest in support of the Morgan Creek Park Redevelopment Project – Phase 1

ITEM C6. Receive and place on file Capital Improvement Program updates report.

REGULAR AGENDA:

ITEM R2. Discuss and decide regarding authorizing staff to purchase a roller compactor.

Goemaat reviewed information regarding a roller compactor.

MOTION by Kanz, second by Hanson

To authorize staff to proceed with purchasing a new smooth drum roller from Martin Equipment for $84,000.

VOTE:  aye; all present
       nay; none
       absent: Hughes
BOARD MEETING MINUTES
08/26/2019

ITEM R3. Discuss and decide regarding bids received for the Pinicon Ridge Park Scenic Overlook Shelter (Project #4-19) and authorize the Executive Director to sign a contract with the selected contractor.

Randy Burke reviewed the bids received for the Pinicon Ridge Park Overlook Shelter, Project #4-19. Apparent low bid is Peak Construction Group, Inc. including alternates for a total contracted price of $1,629,419.61.

<table>
<thead>
<tr>
<th>Company:</th>
<th>Base Bid Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peak Construction Group, Inc.</td>
<td>$1,495,739.61</td>
</tr>
<tr>
<td>Sheets Design Build, Inc.</td>
<td>$1,567,835.39</td>
</tr>
<tr>
<td>Portzen Construction, Inc.</td>
<td>$1,865,103.95</td>
</tr>
<tr>
<td>Tricon General Construction, Inc.</td>
<td>$1,688,000.00</td>
</tr>
<tr>
<td>Unzeitig Construction Company</td>
<td>$1,680,000.00</td>
</tr>
<tr>
<td>Kleiman Construction, Inc.</td>
<td>$1,573,428.96</td>
</tr>
<tr>
<td>Garling Construction, Inc.</td>
<td>$1,598,415.90</td>
</tr>
<tr>
<td>Todd Hackett Construction, Inc.</td>
<td>$1,912,240.14</td>
</tr>
</tbody>
</table>

**Motion** by Kanz, second by Hanson

To authorize the Executive Director to sign and execute a contract with Peak Construction Group, Inc.

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

ITEM R4. Discuss and decide regarding creating a Nature Center Director position to replace the education specialist vacancy as a result of retirement.

Gibbins reviewed creating a Nature Center Director position to replace the education specialist vacancy.

Hillary Hughes joined the meeting by phone at 12:14.

**Motion** by Kanz, second by Burke

To concur with staff recommendation to convert the vacant Conservation Education Specialist position to Nature Center Director.

**Vote:**  aye; all present
          nay; none
          absent: none
ITEM R5. Discuss and decide regarding a memorandum of understanding (MOU) between the Conservation Board and ConnectCR for project support and timing of payment and authorizing the Board President to sign the MOU.

Goemaat reviewed the memorandum of understanding (MOU) between the Linn County Conservation Board and ConnectCR for project support and timing of payment.

Motion by Kanz, second by Hanson

To authorize the Board President to sign the MOU.

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

ITEM R6. Discuss and decide regarding a memorandum of agreement (MOA) between the Conservation Board and Monarch Research Project for the 2020 pollinator zone plantings.

Gibbins reviewed the memorandum of agreement (MOA) between the Linn County Conservation Board and Monarch Research Project for the 2020 pollinator zone plantings.

Motion by Burke, second by Hughes

To authorize the Board President to sign the MOA.

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

ITEM R7. Discuss and decide regarding directing staff to investigate the addition of an archery range into the county conservation system.

Hanson and staff discussed options for the addition of an archery range into the Linn County Conservation system. Board member Hughes discussed alternative locations in the community. Hanson discussed Squaw Creek Park as a beginner’s range due to proximity.

No motion was made

The Board concurred that staff should investigate the addition of an archery range.
BOARD MEETING MINUTES
08/26/2019

ITEM R8. Discuss and decide regarding development of an award to be presented by the Conservation Board to an outstanding conservation partner at the quinquennial bond celebration.

Hanson reviewed development of an award to be presented by the Conservation Board to an outstanding conservation partner at the quinquennial bond celebration. Hughes asked whether the award would be for individuals or groups. Emerson noted either could be awarded. Goemaat noted an evaluation process and criteria would need to be developed.

No motion was made.

The Board concurred with staff reviewing options for award criteria and process.

ITEM R9. Discuss and decide regarding authorizing the Executive Director to sign a contract with Shive-Hattery Engineering for design and engineering services for the Morgan Creek Park/Highway 100 Trail.

Randy Burke reviewed a contract with Shive-Hattery Engineering for design of the Morgan Creek Park/Highway 100 Trail design and engineering.

Motion by Hanson, second by Burke

To authorize the Executive Director to sign and execute the contract.

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

ITEM R10. Discuss and decide regarding using bond funds for the North Cedar Natural Area addition acquisition.

Goemaat reviewed using bond funds for the North Cedar Natural Area addition acquisition.

Motion by Kanz, second by Hanson

To authorize the Executive Director to use bond funds for the North Cedar Natural Area addition acquisition from Ralston Farms.

Vote: aye; all present
nay; none
absent: none
BOARD MEETING MINUTES  
08/26/2019

ITEM R11. Board Member and Staff Reports

1) Community Outreach/Marketing:
   a. Schlader reported on the Oak Hickory Newsletter, social media policy and marketing videos promoting LCCB areas and facilities.

2) Updates:
   a. Community Attraction and Tourism Grant (CAT) update – Gibbins reviewed presentation to the Enhance Iowa Board and the decision by the CAT committee to move funding of Morgan Creek Phase I to FY21.
   b. Strategic Planning Update – Gibbins reviewed the progress on development of strategic planning priorities at the recent planning retreat in which data was reviewed, summarized and used to begin forming plan priorities and strategies.
   c. 1,000-acre Pollinator Zone Initiative Award – Goemaat reviewed the Excellence in Action award received by LCCB from the Iowa State Association of Counties (ISAC).
   d. Bird Friendly Iowa Program – Kellogg reviewed this designation and application process to be designated as a Bird Friendly county.
   e. River rescues – Goemaat/Batchelder discussed the growing trend of river rescues being performed by staff on the Wapsipinicon River.

ITEM R12. Public comment
None.

ITEM R13. Adjourn

The meeting was adjourned at 12:48 PM

Catherine Kastens typed the above minutes.

Recording Secretary  
Board Secretary