LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, FEBRUARY 28, 2022, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **February 28, 2022,** at Wickiup Hill Learning Center, 10260 Morris Hills Road, Toddville, IA 52341.

Board Members Present
Hillary Hughes, Steve Emerson, and George Kanz
George Kanz was appointed acting Secretary.
Steve Emerson participated in the meeting by phone.

Board Members Absent
Cindy Burke; Brent Oleson missed the meeting due to a conflicting meeting for Linn County ARPA grant application scoring.

Staff Present
Dennis Goemaat, Director; Daniel Gibbins, Deputy Director; Randy Burke, Planner; Ted Doscher, Planner; Ryan Schlader, Community Outreach Specialist; Dana Kellogg, Natural Resources Manager, Aaron Batchelder, Resource Manager; Kent Rector, Nature Center Manager

Others Present

Call To Order
Board President Hughes called the meeting to order at 12:05 PM

Public Comment
None

ITEM R1. Approve Consent Agenda

Motion by Kanz, second by Emerson

To approve the consent agenda.

Vote: aye; all present
nay; none
absent: Burke, Oleson

The consent agenda was approved and involved the following items:

ITEM C1. Approve minutes of the January 24, 2022 monthly meeting

ITEM C2. Approve claims list and expenditures – Claims List #2022-8.
Claims and Transfer list #2022-8 involving claim #8-818 through #8-1005.

ITEM C3. Receive and place on file the January 2022 financial/budget report.

ITEM C4. Receive and place on file the January 2022 activity report.

ITEM C5. **Acceptance of gifts.**

1. None

ITEM C6. **Capital Improvement Program updates**

REGULAR AGENDA:

ITEM R2. **Discuss and decide on Resolution #2022-2 amending the Board's Rules and Regulations section 8 (I) related to registering for a campsite.**

Goemaat reviewed Resolution #2022-2 amending the Board's Rules and Regulations section 8 (I) related to registering for a campsite.

MOTION by Emerson, second by Kanz

To approve Resolution #2022-2 amending the Board's Rules and Regulations section 8 (I).

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R3. **Discuss and decide on resolution #2022-3 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Fishel Road overpass replacement on the Cedar Valley Nature Trail, Project #1-22.**

Randy Burke reviewed resolution #2022-3 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Fishel Road overpass replacement on the Cedar Valley Nature Trail, Project #1-22. Hughes asked if Secondary Roads had reviewed the plans. Goemaat confirmed Secondary Roads had reviewed the design. Goemaat reviewed process timing for the public hearing and bid acceptance process.

MOTION by Kanz, second by Emerson

To approve Resolution #2022-3 setting the public hearing and authorizing staff to receive and open bids.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R4. **Discuss and decide regarding bids received for the Morgan Creek Park pedestrian bridge, Project #2-20.**

Doscher reviewed bids received for the Morgan Creek Park pedestrian bridge, Project #2-20. Doscher noted guidance from the Linn County Attorney recommending rejection of all four bids due to bids coming in over the threshold required for a public hearing. Bids received were as follows:

Company	Bid
B&H Contractors	$319,570.30
Jim Schroeder	$181,150.00
PCI	$174,800.00
Taylor Construction	$177,339.00

MOTION by Emerson, second by Kanz

To authorize staff to reject the bids as provided by the contractors, and to resolicit bids regarding the project.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R5. **Discuss and decide on Resolution #2022-4 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Morgan Creek Park pedestrian bridge, Project #2-20.**

Doscher reviewed Resolution #2022-4 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Morgan Creek Park pedestrian bridge, Project #2-20.

MOTION by Kanz, second by Emerson

To approve Resolution #2022-4 setting the public hearing and authorizing staff to receive and open bids.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R6. **Discuss and decide regarding a 28E agreement with the Linn County Secondary Roads Department to address recreational trail crossings of county roads.**

Goemaat reviewed a 28E agreement with the Linn County Secondary Roads Department to address recreational trail crossings of county roads.

MOTION by Kanz, second by Emerson

To authorize the Board President and Secretary to sign the 28E agreement with Linn County Secondary Roads Department on behalf of the Board.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R7. **Discuss and decide regarding accepting a proposal for a planning and design contract for the campground expansion at Pinicon Ridge Park.**

Randy Burke discussed a proposal for a planning and design contract for the campground expansion at Pinicon Ridge Park. Goemaat noted that there would likely be an addendum to prepare bid documents.

MOTION by Emerson, second by Kanz

To award the Phase 1 and Phase 2 planning contract to Shive Hattery Architecture and Engineering for the cost of $26,000 and authorize the Director to sign the contract.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R8. **Discuss and decide regarding accepting a proposal to repair deteriorated sheeting and windows at the Morgan Creek Park ranger residence.**

Randy Burke reviewed a proposal to repair deteriorated sheeting and windows at the Morgan Creek Park ranger residence.

MOTION by Kanz, second by Emerson

To award the Morgan Creek Park ranger residence repair contract to Mike Wagner Construction for a total cost of $31,152.85 and authorize the Director to sign the contract.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R9. **Discuss and decide regarding authorizing the Director to purchase and issue rifles to Linn County Conservation Board law enforcement officers.**

Goemaat reviewed a request for authorization to purchase and issue rifles to Linn County Conservation Board law enforcement officers. Hughes asked how this compares with other conservation departments in Iowa. Batchelder noted about 30% of county conservation departments and the Iowa Department of Natural Resources issue rifles to their law enforcement agents. Hughes asked if Polk and Johnson County Conservation issue rifles. Goemaat noted Polk and Scott County departments issue rifles, but did not know if Johnson County Conservation issues rifles. Kanz asked what type of rifle would be issued. Goemaat confirmed AR platform rifles would be issued.

MOTION by Kanz, second by Emerson

To authorize the Director to purchase and issue rifles for those officers requesting them.

VOTE: aye; all present
nay; none
absent: Burke, Oleson

ITEM R10. **<u>Discuss and decide on Resolution #2022-5 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the nature appreciation structure at Wickiup Hill Learning Area, Project #10-19.</u>**

Randy Burke reviewed Resolution #2022-5 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the nature appreciation structure at Wickiup Hill Learning Area, Project #10-19. Hughes asked whether setting a public hearing would cause bid expectation to reach the public hearing threshold. Goemaat noted staff issue project estimates with the notice to bidders and was uncertain if holding a public hearing would pressure bid amounts toward the threshold for smaller projects. Goemaat noted staff would likely schedule public hearings only for bids that had uncertainty of crossing the public hearing threshold of $100,000 due to current supply chain and labor challenges and that were time sensitive.

<u>MOTION</u> by Kanz, second by Emerson

To approve Resolution #2022-5 setting the public hearing and authorizing staff to receive and open bids.

<u>VOTE</u>: aye; all present
nay; none
absent: Burke, Oleson

ITEM R11. **<u>Board member / staff reports – Board members and staff may report and/or discuss meetings or activities in which they have been involved.</u>**

1) Community Outreach/Marketing: Ryan Schlader reported on marketing and communications, the upcoming Oak Hickory newsletter, and programs at Wickiup.

2) Updates:
   a. Derecho forest management plan - Kellogg reported on continuing derecho recovery efforts and the details of the management plan.
   b. Salvage harvest completed at Wanatee Park – Kellogg reported on the completed derecho harvest contract for Wanatee Park.
   c. Grant Wood Trail negotiations – Goemaat reported on negotiation outcomes for the Grant Wood Trail project and final trail design based on those negotiations.
   d. Wickiup Hill National Register of Historic Places designation – Rector reported on the successful nomination of Wickiup Hill to the Register.
   e. Elk pen at Pinicon Ridge Park - USDA permit – Goemaat reported on the USDA viewing permit process for the Pinicon Ridge Park elk display.

f. Current legislation – Goemaat reported on several pieces of legislation concerning conservation land purchases and funding of IWILL.
g. Annual Agenda – Goemaat and the Board discussed annual policy review. Board consensus was to review department policies as needed and not in block on an annual schedule.

ITEM R12. Public comment

None.

ITEM R13. Adjourn

The meeting was adjourned at 12:47 PM
Daniel Gibbins typed the above minutes.

Recording Secretary

SEAL

Board Secretary