



LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, NOVEMBER 22, 2021, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **November 22, 2021**, at Wickiup Hill Learning Center, 10260 Morris Hills Road, Toddville, IA 52341.

Board Members Present

John Hanson, Cindy Burke, Brent Oleson, and Hillary Hughes
Cindy Burke, Brent Oleson and Hillary Hughes joined the meeting by phone.
John Hanson was appointed acting Secretary.

Board Members Absent

Steve Emerson

Staff Present

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

Others Present

None

Call To Order

Board President Hanson called the meeting to order at 12:00 PM

Public Comment

None

ITEM R1. Approve Consent Agenda

Motion by Burke, second by Hughes

To approve the consent agenda.

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

The consent agenda was approved and involved the following items:

ITEM C1. Approve minutes of the October 25, 2021 monthly meeting

ITEM C2. Approve claims list and expenditures – Claims List #2022-5. Claims and Transfer list #2022-5 involving claim #5-506 through #5-604.

ITEM C3. Receive and place on file the October 2021 financial/budget report.

ITEM C4. Receive and place on file the October 2021 activity report.

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ITEM C5. Acceptance of gifts.

1. Gift #15-2022 – Monetary donation (\$100) from Kathy Clark in memory of Darrell Perry for use at Pinicon Ridge Park campground.
2. Gift #16-2022 – Monetary donation (\$250) from Cedar Rapids Audubon to purchase bird food for the feeders at Wickiup Hill Learning Center.
3. Gift #17-2022 – Monetary donation (\$100) from Joyce Watson in memory of Darrell Perry for use at Pinicon Ridge Park campground.
4. Gift #18-2022 – Monetary donation (\$25) from Jay Bubenyak in memory of Darrell Perry for use at Pinicon Ridge Park campground.
5. Gift #19-2022 – Monetary donation (\$10,000) from Charlotte Brown for use at Wickiup Hill in support of the education program.

ITEM C6. Capital Improvement Program updates.

REGULAR AGENDA:

ITEM R2. Discuss and decide on Resolution #2021-21 authorizing staff to submit a DNR Fish Habitat Fund grant application regarding fish habitat components of the Pinicon Ridge dam modification, project #2-19.

Gibbins reviewed Resolution #2021-21 authorizing staff to submit a DNR Fish Habitat Fund grant application regarding fish habitat components of the Pinicon Ridge dam modification, project #2-19.

MOTION by Burke, second by Hughes

To approve Resolution #2021-21 authorizing staff to submit the grant application.

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

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ITEM R3. Discuss and decide on Resolution #2021-22 authorizing staff to submit a State Lowhead Dam Mitigation grant proposal for the dam modification project at Pinicon Ridge Park, Project #2-19.

Gibbins reviewed Resolution #2021-22 authorizing staff to submit a State Lowhead Dam Mitigation grant proposal for the dam modification project at Pinicon Ridge Park, Project #2-19. Burke asked how much of the dam would be removed. Gibbins confirmed the dam will be lowered by 6-12" per the current design.

MOTION by Hughes, second by Burke

To approve Resolution #2021-22 authorizing staff to submit the grant application.

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

ITEM R4. Discuss and decide on Resolution #2021-23 authorizing staff to submit an application to the Regional Planning Agency requesting funding assistance for the Creekside Road to Paralta Road section of the Grant Wood Trail, Project #16-20.

Burke reviewed Resolution #2021-23 authorizing staff to submit an application to the Regional Planning Agency requesting funding assistance for the Creekside Road to Paralta Road section of the Grant Wood Trail, Project #16-20.

MOTION by Burke, second by Hughes

To approve Resolution #2021-23 authorizing staff to submit the grant application.

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

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ITEM R5. Discuss and decide on Resolution #2021-24 authorizing staff to submit an application to the Corridor Metropolitan Planning Organization requesting funding assistance for the Covington to Cedar River section of the Morgan Creek Trail, Project #11-21.

Burke reviewed Resolution #2021-24 authorizing staff to submit an application to the Corridor Metropolitan Planning Organization requesting funding assistance for the Covington to Cedar River section of the Morgan Creek Trail, Project #11-21. Hanson asked what the preferred route would be. Randy Burke noted route "C" on the plan was the shortest route and would be preferable, but would require DOT right-of-way.

MOTION by Hughes, second by Burke

To approve Resolution #2021-24 authorizing staff to submit the grant application.

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

ITEM R6. Discuss and decide on awarding a clearing and grubbing contract for the Cedar Valley Nature Trail between Urbana and the Buchanan County line.

Burke reviewed bids received for a clearing and grubbing contract for the Cedar Valley Nature Trail between Urbana and the Buchanan County line. Low bid received was \$142,000 from S2 Construction Inc. Hughes asked if we have had experience with S2 in the past. Randy Burke confirmed prior bidding by S2, but no experience through contract. Bids received include the following:

Bidder	Bid Amount
Bill Miller Logging Inc.	\$189,500
S2 Construction Inc.	\$142,000
Miene Septic Service, Inc.	\$258,100

MOTION by Burke, second by Hughes

To accept the low bid of \$142,000 from S2 Construction Inc. and authorize the Director to sign the contract.

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

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ITEM R7. Discuss and decide regarding authorizing the purchase of a Siteworks/Trimble handheld device for use in planning projects.

Burke reviewed the proposed purchase of a Siteworks/Trimble handheld device for use in planning projects. Burke reviewed how the device allows rapid GPS mapping, site design planning, grade mapping, and rapid project site verification of grade and project element location through site plan download and satellite connectivity. Goemaat noted funding would be taken from project budget due to its direct use for planning and project management.

MOTION by Burke, second Hughes

To approve the purchase of the Siteworks/Trimble handheld device.

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

ITEM R8. Discuss and decide regarding awarding a contract to replace the roof on Prairie Oak Lodge at Wanatee Park.

Burke reviewed bids received to replace the roof on Prairie Oak Lodge at Wanatee Park. Low bid received was \$59,440 from Darnell Construction. Bids received were as follows:

Bidder	Bid Amount
Darnell Construction	\$59,440.00
Tri-County Enterprises	\$62,595.00
Barnhart Construction	\$76,460.00

MOTION by Burke, second Hughes

To accept the low bid of \$59,440 from Darnell Construction and authorize the Director to sign the contract.

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

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ITEM R9. Discuss and decide regarding the purchase and installation of LED security and courtesy lights at various park areas.

Burke reviewed bids received regarding the purchase and installation of LED security and courtesy lights at various park areas. Low bid received was for \$45,420 from Justice Electric. Hanson asked if these were night friendly bulbs. Randy Burke noted they are mid-range to reduce light pollution. Burke asked if they stay on all night. Randy Burke noted some are on timers for areas that do not need constant light. Bids received were as follows:

Bidder	Bid Amount
Justice Electric	\$45,420
Price Electric	\$63,750

MOTION by Burke, second Hughes

To accept the low bid of \$45,420 from Justice Electric and authorize the Director to sign the contract.

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

ITEM R10. Discuss and decide regarding awarding a contract with Anderson Bogert for planning and design for hard surfacing the Grant Wood Trail from Marion to Oxley Road.

Burke reviewed a contract with Anderson Bogert for planning and design for hard surfacing the Grant Wood Trail from Marion to Oxley Road.

MOTION by Burke, second Hughes

To approve and authorize the Director to sign the contract on behalf of the Board.

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

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ITEM R11. Discuss and decide regarding the Conservation Board's FY 2023 budget and authorize staff to submit the budget to Linn County Budget and Finance staff.

Goemaat reviewed the proposed Conservation Board FY23 budget. Goemaat noted updated staff salary budgets, passenger vehicle requests, and an offer for a full-time staff position in the event that offers are accepted this year. Hughes asked how we are positioned with the proposed budget in regard to the Board of Supervisors, considering the state of the County finances this year. Goemaat described the increase in revenue as an offset and other reasons for being well-positioned. Oleson noted good explanation for the proposed increases is important. Hughes noted seasonal increases are needed in other organizations. Oleson suggested communicating the Reserve budget appropriately in the budget presentation. Burke complimented staff on their work developing the budget. Oleson asked if there was an alternate plan if proposed increases were not approved. Goemaat noted cuts to operations would be needed. Oleson noted communicating seasonal increase as meeting guidelines because typical salary increases would fall within guidelines. Oleson asked about fuels budgeting offset. Goemaat confirmed offset of increase through other operational reductions.

MOTION by Burke, second Oleson

To approve the proposed Conservation Board FY23 budget, and authorize staff to submit the proposed budget to the BOS for review.

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

ITEM R12. Discuss a flag and streamer program for Linn County campgrounds.

Member Hanson presented on the topic of a flag and streamer program for Linn County campgrounds to promote Linn County campgrounds across the state through the County Conservation system. Hughes asked what the connection is between the flags and our campgrounds. Hanson explained the streamers/flags would display campgrounds visited and that the camper was a regular patron. Oleson noted seeing flags on RV campers of regular patrons. Oleson noted that this would probably only work if the project was part of a state wide effort. Hughes said other counties would need to come together regionally and cost might be significant for design, marketing, and production. Hughes noted we are not struggling to fill campgrounds and this might promote other flags that are not complimentary. Burke suggested discussing with the State association of county conservation boards. Oleson agreed and suggested this program would be best for MyCountyParks and IACCB. Burke and Hughes agreed and noted tying in with regional tourism organizations would be helpful. Hughes noted investment behind the idea is needed. Goemaat suggested discussion with the IACCB CEO at a December meeting. No Motion was made.

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ITEM R13. Board member / staff reports – Board members and staff may report and/or discuss meetings or activities in which they have been involved.

- 1) Community Outreach/Marketing: Ryan Schlader reported on marketing and communications for website upgrades and the December Oak/Hickory newsletter.
- 2) Updates:
 - a. Proposed quinquennial bond celebration plan - Schlader reported on possible options to highlight Water and Land Legacy Bond project accomplishments in 2022.
 - b. Potential partnership with the Cedar Rapids/Linn County Solid Waste Agency – Goemaat reported on Linn County Solid Waste Agency strategic planning and opportunity for Conservation to partner in that planning process.
 - c. Morgan Creek Park off-leash area at Morgan Creek Park – Goemaat reviewed a concept for an off-leash area within Morgan Creek Park. Hughes asked if signage would be used to note that the area is a wildlife habitat area and for dog owners to respect the presence of wildlife and not allow dogs to chase wildlife. Goemaat concurred and noted the need for an off-leash area. Burke noted appreciation for the balance of respecting the wildlife and promoting respect of wildlife with dog owners. Hughes noted signage should be positive and educational about the area and the difference with a typical dog park. Oleson concurred with dog etiquette communication needed. Oleson noted an additional development of a dog park is his preference for the future, potentially next to Morgan Creek Park when land becomes available.
 - d. Former Alliant corridor abstract review – Goemaat updated the Board on abstract review of the corridor formally owned by Alliant.
 - e. Upgrades to Morgan Creek Park – Goemaat reported on other upgrades around the park to be done in conjunction with the larger development currently under way. The Board concurred with the plan to fund these improvements from the project.
 - f. Our Woodland Legacy Symposium – December 9 at Kirkwood Hotel – Goemaat reported on upcoming department participation in the Trees Forever Symposium and available tickets.

ITEM R14. Public comment

None.

ITEM R15. Adjourn

The meeting was adjourned at 1:19 PM
Daniel Gibbins typed the above minutes.

SEAL



Recording Secretary



Board Secretary