



LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, JUNE 28, 2021, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **May 24, 2021**, at the Morgan Creek Park Shelter, 7001 Morgan Park Road, Palo, IA 52341.

Board Members Present

John Hanson, Steve Emerson, Hillary Hughes, Brent Oleson,

Board Members Absent

Cindy Burke

Staff Present

Dennis Goemaat, Director; Daniel Gibbins, Deputy Director; Randy Burke, Planner; Ted Doscher, Project Planner; Shaun Reilly, Resource Manager; Dana Kellogg, Natural Resources Manager;

Others Present

Call To Order

Board President Hanson called the meeting to order at 12:03 PM.

Public Comment

None

ITEM R1. Approve Consent Agenda

Motion by Hughes, second by Emerson

To approve the consent agenda.

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

The consent agenda was approved and involved the following items:

ITEM C1. Approve the May 24, 2021 Monthly Meeting Minutes

ITEM C2. Approve claims list and expenditures – Claims List #2021-12.

Claims and Transfer list #2021-12 involving claim #12-1127 through claim #12-1270.

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

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

ITEM C5. Acceptance of gifts.

1. Gift #25-2021 – Monetary donation (\$300) from Lisa Lindley for the purchase of a tree for planting at Morgan Creek Park.

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2. Gift #26-2021 – Monetary donation (\$30) from Laura Barnett for support of the education program at Wickiup Hill Learning Center.

ITEM C6. Capital Improvement Program updates report.

REGULAR AGENDA:

ITEM R2. Discuss and decide on Resolution #2021-10 authorizing staff to submit a State Recreation Trails grant for paving a section of the Grant Wood Trail from Waldo's Rock Park in Marion to Oxley Road.

Randy Burke discussed Resolution #2021-10 authorizing staff to submit a State Recreation Trails grant for paving a section of the Grant Wood Trail from Waldo's Rock Park in Marion to Oxley Road.

MOTION by Emerson, second by Hughes

To approve Resolution #2021-10 authorizing staff to submit a State Recreation Trails grant on behalf of the Board.

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

ITEM R3. Public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Wanatee Park tributary stabilization project, Project #26-19F.

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 Wanatee Park tributary stabilization project, Project #26-19F. The published notice of the public hearing was presented. No written or oral comments or objections were received.

MOTION by Emerson, second by Hughes

To close the public hearing.

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

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ITEM R4. Discuss and decide on Resolution #2021-11, approval of the plans and specifications, form of contract and estimated construction costs for the Wanatee Park tributary stabilization project, Project #26-19F.

Randy Burke reviewed the plans and specifications, form of contract and estimated construction costs for a contract to construct the Wanatee Park tributary stabilization project. Hughes asked what the timing would be. Randy Burke noted a contract should be in place after the August meeting with construction in the fall of 2021.

MOTION by Emerson, second by Oleson

To approve Resolution #2021-11 and authorize staff to receive and open bids

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

ITEM R5. Discuss and decide regarding authorizing staff to purchase a roll-off truck, sander and dump box to replace unit #12 as included in the FY22 budget.

Goemaat reviewed the budgeted replacement of unit #12 single axle dump truck with roll-off attachment included in the FY22 budget.

MOTION by Hughes, second by Emerson

To authorize staff to purchase a roll-off truck, sander and dump box.

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

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ITEM R6. Discuss and decide on resolution #2021-12 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Cedar Valley Nature Trail, Hoover section repairs, Project #2-21.

Randy Burke reviewed resolution #2021-12 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the Cedar Valley Nature Trail, Hoover section repairs for Monday, July 19th, 2021 at 12:00 PM.

MOTION by Emerson, second by Hughes

To approve Resolution #2021-12 setting the public hearing.

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

ITEM R7. Discuss and decide regarding authorizing the Director to sign a rental agreement for a park residence at Pinicon Ridge Park.

Goemaat reviewed the proposed rental lease agreement for a park residence at Pinicon Ridge Park. Hughes asked if the work to be conducted by the employee was in an addendum. Goemaat noted multiple projects along with changing park duties at times. Oleson asked if the lease was market rate. Goemaat noted this was below market rate due to the additional benefit accrued through maintenance projects that would be performed by the lessee. Oleson asked how many years would the current lease be reviewed to consider lease rate adjustment. Goemaat noted long-term additional work would provide continued benefit. Goemaat also noted IRS has not taxed staff for Park Ranger duties because of the benefit accrued to the Conservation Department. Hughes suggested a term to review ongoing benefit to determine if lease rate should be updated and potential future need of a contractor to take on needed maintenance work. Goemaat concurred with periodic review of the lease rate in light on accrued benefit to the department. Hanson asked about the lifespan of the residence. Goemaat noted the residence would likely last another 30 years or more with proper maintenance.

MOTION by Emerson, second by Hughes

To authorize the Director to sign the lease for the Pinicon Ridge rental residence with a 3-year lease rate evaluation timeline.

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

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ITEM R8. Discuss and decide regarding annual Director performance review.

The Board discussed Director performance and evaluation for FY21.

MOTION by Emerson, second by Oleson.

To approve the annual Director performance appraisal documents.

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

ITEM R9. Discuss and decide on granting a permanent easement for access across county property in exchange for trail construction access at Rock Island Preserve.

Goemaat reviewed a proposed access easement exchange for construction access to construct the HWY 100 trail segment east of the Cedar River.

MOTION by Hughes, second by Emerson

To authorize the Board President to sign the access easement on behalf of the Board and forward to the Linn County Board of Supervisors for approval.

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

ITEM R10 Discuss and decide regarding “Bur Oak Cycle” memo.

Member Hanson reviewed a memo concerning the “Bur Oak Cycle” proposal. Hughes asked if member Hanson had partners in mind for some of the proposals. Hanson indicated the topics are conceptual at this point with examples from other areas to discuss.

No motion was made.

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ITEM R11 Discuss and decide regarding approving an engineering contract with Anderson Bogert Engineers for planning and design services for the Morgan Creek Park to Covington Trail project and authorizing the Director to sign the contract.

Randy Burke reviewed an engineering contract with Anderson Bogert Engineers for planning and design services for the Morgan Creek Park to Covington Trail project. Hanson asked what various abbreviations in the contract stood for. Randy Burke explained various acronyms in the document.

MOTION by Emerson, second by Hughes

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

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

ITEM R12 Discuss and decide on Resolution #21-13 setting the fee for reserving the Morgan Creek Park Shelter.

Goemaat reviewed the proposed reservation fee structure for the new Morgan Creek Shelter.

MOTION by Hughes, second by Oleson

To approve resolution #21-13 setting the fees and charges for the Morgan Creek Shelter.

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

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ITEM R13 Discuss and decide regarding bids received for park entrance signs and authorizing the Director to sign a contract with the selected firm, Project #16-19.

Randy Burke reviewed bids received for park entrance signs, Project #16-19. Hanson asked what the upgrade material was. Randy Burke described the synthetic board material that has been included for long-term low maintenance durability.

Bids Received include:

Company	Bid Amount
CR Signs	\$97,755.00 + \$3,605 (Upgrade) = \$101,380
Boomerang Corp.	\$157,000
Voltmer Electric, Inc.	\$140,800.70

Apparent low bid was \$101,380.00 from CR Signs.

MOTION by Emerson, second by Hughes

To approve the proposal from CR Signs and authorize the Director to sign and execute the contract on behalf of the Board.

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

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ITEM R14 Board member / staff reports – Board members and staff may report and/or discuss meetings or activities in which they have been involved. (Conservation Board & staff)

1. Ryan Schlader – Community Outreach and Marketing. Schlader updated the Board on sponsored events, virtual tour of the Morgan Creek Park project update, programs and camps at Wickiup Hill, and an additional term on the Eastern Iowa Tourism Board representing LCCB.
2. Updates:
 - a. Loren Horton Community History Award – Goemaat noted the Loren Horton award for the naming of Wanatee Park.
 - b. Federal infrastructure bill – Possible inclusion of trail funding – Goemaat noted communications to include trail funding in the infrastructure bill in the future would be watched by the department.
 - c. Biotope contract update – Goemaat noted the project will continue with Martin Gardner to bring the design to completion.
 - d. Bond sale 3 – Goemaat noted the bond sale has been completed and funds would be coming soon to the department.
 - e. Joint meeting with Board of Supervisors on July 19th starting at 10:00 AM at Wanatee Park – The Board concurred with setting the start time for the meeting to 10 AM on July 19th.
 - f. Tour Morgan Creek Park redevelopment progress – the Board had the opportunity after the meeting to tour the new development in MCP.

ITEM R15. Public comment

None

ITEM R16. Adjourn

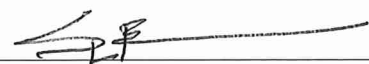
The meeting was adjourned at 12:50 PM.

Daniel Gibbins typed the above minutes.

SEAL



Recording Secretary



Board Secretary