

LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, JUNE 25, 2018, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **Monday, June 25, 2018**, at the Horseshoe Falls Lodge, 4732 Horseshoe Falls Road, Central City, Iowa 52214.

BOARD MEMBERS PRESENT

Hillary Hughes, Cindy Burke, John Hanson, and George Kanz

BOARD MEMBERS ABSENT

Steve Emerson

STAFF PRESENT

Dennis Goemaat, Director; Daniel Gibbins, Deputy Director; Randy Burke, Planner; Ryan Schlader, Community Outreach; Aaron Batchelder, Resource Manager; Dana Kellogg, Natural Resource Manager; Andrew Huck, Ecologist; Steve Deaver, Assistant Resource Manager; Nathan Allen, Resource Technician

OTHERS PRESENT

Rob Peck, Design Dynamics; Mike Driden, Ament Design

CALL TO ORDER

Conservation Board President Hughes called the meeting to order at 12:04 PM.

PUBLIC COMMENT

None

ITEM R1. APPROVE CONSENT AGENDA

MOTION by Kanz, second by Hanson

To approve the consent agenda.

VOTE: aye; all
 nay; none
 absent: Emerson

The consent agenda was approved and involved the following items:

ITEM C1. APPROVE THE MAY 21, 2018 REGULAR MONTHLY MEETING MINUTES

ITEM C2. APPROVE CLAIMS AND EXPENDITURES – CLAIMS LIST #2018-12
Claims and Transfer list #2018-12 involving claim #12-675 through claim #12-813.

ITEM C3. RECEIVE AND PLACE ON FILE THE MAY 2018 FINANCIAL/BUDGET REPORT

ITEM C4. RECEIVE AND PLACE ON FILE THE MAY 2018 ACTIVITY REPORT

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ITEM C5. ACCEPTANCE OF GIFTS

1. Gift #42-2018 – Kathy Meiborg - monetary donation (\$150) to purchase a Legacy Tree to be placed at Morgan Creek Park arboretum in memory of James Meiborg Jr.
2. Gift #43-2018 – Carol Bader - monetary donation (\$50) in memory of Jay Prediger.
3. Gift #44-2018 – Dana Liston - monetary donation (\$25) in memory of Jay Prediger.

ITEM C6. CAPITAL IMPROVEMENT UPDATES

REGULAR AGENDA:

ITEM R2. DISCUSS AND DECIDE ON THE SELECTION AND AWARD OF CONTRACT CONCERNING A CONSULTANT FOR THE CEDAR VALLEY NATURE TRAIL RECONSTRUCTION AND PAVING PHASE 5 DESIGN AND ENGINEERING, PROJECT #13-19 AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN CONTRACT WITH SELECTED CONSULTANT ON BEHALF OF THE BOARD.

The Board reviewed a memo from Randy Burke regarding bids for design and engineering of the Cedar Valley Nature Trail phase 5 paving project. The apparent low bidder is YTT Design Solutions with a bid of \$74,732.

MOTION by Hanson, second by Burke

To award the consulting contract to YTT Design Solutions with a bid of \$74,732 and authorize the Executive Director or Deputy Director to sign and execute the engineering and design contract.

VOTE: aye; all
 nay; none
 absent: Emerson

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ITEM R3. REVIEW, DISCUSS AND DECIDE REGARDING BIDS AND AWARD OF CONTRACT FOR THE PLAINS SHOWERHOUSE AND STORM SHELTER AT PINICON RIDGE PARK, PROJECT #04-15 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN AND EXECUTE A CONTRACT WITH THE SELECTED CONTRACTOR

The Board reviewed a memo from Randy Burke regarding bids for construction of the Pinicon Ridge Plains Campground showerhouse and storm shelter. The apparent low bidder is Garling Construction with a bid of \$823,400 including the alternate steel roof. Hanson asked if plumbing fittings specified are lead free. Peck indicated that the piping is plastic, so fittings would not contain lead.

MOTION by Kanz, second by Burke

To award the construction contract to Garling Construction with a bid of \$823,400 and authorize the Executive Director or Deputy Director to sign and execute the construction contract.

VOTE: aye; all
 nay; none
 absent: Emerson

ITEM R4. REVIEW AND DISCUSS DRAFT PLANS FOR THE WAPSIPINICON OVERLOOK SHELTER AT PINICON RIDGE PARK, PROJECT #04-15.

Rob Peck with Design Dynamics presented the draft design concepts of the overlook shelter at Pinicon Ridge Park. The Board discussed the railing design, the deck and overall accessibility. Board concurred with staff recommendation for Rob Peck to continue developing plans based on the deck at the same level as the shelter.

No formal action taken on this item.

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ITEM R5. REVIEW, DISCUSS AND DECIDE REGARDING BIDS RECEIVED FOR CONCRETE WORK RELATED TO THE RIVERSIDE RESTROOM AND PLAYGROUND, PROJECT #38-18 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN AND EXECUTE A CONTRACT WITH THE SELECTED CONTRACTOR.

The Board reviewed a memo from Randy Burke regarding bids for concrete work related to the Riverside Restroom and Playground. The apparent low bidder is Kelley Construction Co. with a bid of \$26,797.

MOTION by Kanz, second by Hanson

To award the construction contract to Kelley Construction Co. with a bid of \$26,797 and authorize the Executive Director or Deputy Director to sign and execute the contract.

VOTE: aye; all
 nay; none
 absent: Emerson

ITEM R6. REVIEW, DISCUSS AND DECIDE REGARDING BIDS RECEIVED FOR THE INSTALLATION OF THE RIVERSIDE FOOTBRIDGE REPLACEMENT, PROJECT #1-19 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN AND EXECUTE A CONTRACT WITH THE SELECTED CONTRACTOR.

The Board reviewed a memo from Randy Burke regarding bids for the installation of the Riverside Footbridge. The apparent low bidder is Boulder Contracting with a bid of \$120,240. A question was asked about using concrete instead of wood for the bridge deck. Staff indicated that concrete is lower maintenance and a longer lasting material than wood decking.

MOTION by Kanz, second by Burke

To award the construction contract to Boulder Contracting with a bid of \$120,240 and authorize the Executive Director or Deputy Director to sign and execute the construction contract.

VOTE: aye; all
 nay; none

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absent: Emerson

ITEM R7. AUTHORIZE STAFF TO SUBMIT AN APPLICATION TO THE CORRIDOR METROPOLITAN PLANNING ORGANIZATION TO INCLUDE THE MORGAN CREEK PARK SEGMENT OF THE HIGHWAY 100 TRAIL ON THE FISCALLY CONSTRAINED TRAIL PLAN.

R. Burke reviewed a draft application to the Metropolitan Planning Organization to include the Morgan Creek Park segment of the Highway 100 trail on the fiscally constrained trail plan.

MOTION by Hanson, second by Burke

To approve and authorize staff to submit application to include the Morgan Creek Park segment of the Highway 100 Trail in the MPO fiscally constrained trail plan.

VOTE: aye; all
 nay; none
 absent: Emerson

ITEM R8. AUTHORIZE STAFF TO SUBMIT AN APPLICATION TO THE CORRIDOR METROPOLITAN PLANNING ORGANIZATION TO INCLUDE THE MANITI TRAIL THROUGH SQUAW CREEK PARK CONNECTING TO THE SAC AND FOX TRAIL ON THE TRAIL VISION PLAN.

R. Burke reviewed a draft application to the Metropolitan Planning Organization to include the Maniti Trail through Squaw Creek Park connecting the Sac and Fox Trail on the trail vision plan.

MOTION by Kanz, second by Burke

To approve and authorize staff to submit application to include the Maniti Trail through Squaw Creek Park connecting to the Sac and Fox Trail in the MPO trail vision plan.

VOTE: aye; all
 nay; none
 absent: Emerson

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ITEM R9. DISCUSS AND DECIDE ON RESOLUTION #2018-18, APPLICATION FOR FUNDING ASSISTANCE FROM THE STATE RECREATIONAL TRAILS GRANT PROGRAM THROUGH THE IOWA DEPARTMENT OF TRANSPORTATION FOR THE CEDAR VALLEY NATURE TRAIL RECONSTRUCTION AND SURFACING (PHASE 5), PROJECT #13-19.

R. Burke reviewed draft grant application to the State Recreational Trails Grant (SRT) Program for phase 5 of the Cedar Valley Nature Trail Reconstruction and Surfacing Project.

MOTION by Burke, second by Hanson

To approve resolution #2018-18 authorizing Executive Director to submit State Recreational Trails Grant application on behalf of the Linn County Conservation Board to the Iowa Department of Transportation.

VOTE: aye; all
 nay; none
 absent: Emerson

ITEM R10. DISCUSS AND DECIDE ON APPROVING A CONTRACT WITH ANDERSON-BOGERT ENGINEERS FOR CONSTRUCTION OVERSIGHT OF THE GRANT WOOD TRAIL RECONSTRUCTION AND SURFACING PROJECT #05-14

The Board reviewed a contract amendment from Randy Burke for a contract with Anderson-Bogert Engineers for construction oversight of the Grant Wood Trail Reconstruction and Surfacing Project. The amendment is for the amount of \$67,500.

MOTION by Kanz, second by Burke

To approve amendment to contract for construction oversight by Anderson-Bogert and authorize the Executive Director to sign and execute the contract.

VOTE: aye; all
 nay; none
 absent: Emerson

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ITEM R11. BOARD MEMBER AND STAFF REPORTS

- 1) Community Outreach/Marketing.
 - a. Schlader detailed the preparation and success of the Wickiup's Wandering Woods outdoor playscape celebration/donor recognition event held Friday June 22. Staff was very pleased with the turnout, media coverage, and positive experience by visitors. Further marketing of Wickiup's Wandering Woods continues from a local, regional, and tourism perspective, which includes the use of rack cards, digital, print, and social media.
 - b. Schlader said Starr Design, who also does some of our graphic design work, was hired to photograph some park activity this past month that will improve our stock photograph collection. Cam Cal LLC, an experienced drone photographer/videographer also spent a few hours photographing some aerial shots that we can utilize in the future. These may also be used for Conservation purposes, but also for Linn County and their website redesign.

- 2) Update regarding Camp Wapsie interest in 10 acres of the Kerr acquisition.
 - a. Gibbins reviewed discussion between Conservation, INHF and Camp Wapsie concerning interest by the Camp to acquire the north portion of Kerr property for expansion of the facility. Camp Wapsie and Iowa Natural Heritage Foundation (INHF), who holds the Kerr property pending Conservation acquisition, will continue to discuss potential acquisition or conservation easement associated with the request. The Board concurred with staff continuing these discussions.

- 3) Pinicon Ridge Park Work Unit Updates.
 - a. Aaron Batchelder reported on park operations, open position, and update on elk population and elk health management plan.

ITEM R12. PUBLIC COMMENT

None

ITEM R13. TOUR OF PINICON RIDGE PARK AND PROJECT SITES INCLUDING THE RIVERSIDE PLAYGROUND AREA, THE OVERLOOK SHELTER, AND PLAINS CAMPGROUND.

Park Tour: Board, staff and public in attendance traveled to Pinicon Ridge Park Riverside restroom and playground project site and the Overlook Pavilion project site to review design details.

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ITEM R14. CLOSED SESSION REGARDING THE PURCHASE OF REAL ESTATE.

The Conservation Board went into closed session in accordance with Iowa Code Section 21.5(1j) to discuss the purchase of real estate.

MOTION by Burke, second by Kanz

To go into closed session at 1:38 PM

VOTE: aye: Hughes
 aye: Kanz
 aye: Burke
 aye: Hanson
 nay: none
 absent: Emerson

President Hughes reported that the Board is out of closed session at 2:22 PM.

The closed session was tape recorded according to Iowa law.

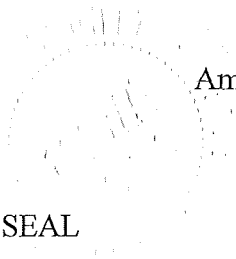
ITEM R15. ADJOURN


The meeting adjourned at 2:23 PM.

MOTION by Hughes, second by Hanson.


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

Amanda Bieber typed the above minutes.





Recording Secretary



Board Secretary