

**LINN COUNTY, IOWA, CONSERVATION BOARD**

**MINUTES OF THE MONDAY, NOVEMBER 19, 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, November 19, 2018**, at the Wickiup Hill Learning Center, 10260 Morris Hills Rd, Toddville, IA 52341.

**BOARD MEMBERS PRESENT**

Cindy Burke, Steve Emerson, and George Kanz  
Steve Emerson participated in the meeting by phone.

**BOARD MEMBERS ABSENT**

Hillary Hughes, John Hanson

**STAFF PRESENT**

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

**OTHERS PRESENT**

Brent Oleson, Linn County Supervisor; Jim Houser, Linn County Supervisor

**CALL TO ORDER**

Conservation Board Member George Kanz called the meeting to order at 12:08 PM.

**PUBLIC COMMENT**

None

**ITEM R1. APPROVE CONSENT AGENDA**

**MOTION** by Burke, second by Emerson

To approve the consent agenda.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

The consent agenda was approved and involved the following items:

**ITEM C1. APPROVE THE OCTOBER 22, 2018 REGULAR MONTHLY MEETING MINUTES**

**ITEM C2. APPROVE CLAIMS AND EXPENDITURES – CLAIMS LIST #2019-5**  
Claims and Transfer list #2019-5 involving claim #5-236 through claim #5- 297

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

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

**BOARD MEETING MINUTES**

11/19/2018

**ITEM C5. ACCEPTANCE OF GIFTS**

1. Gift # 14-2019 – Bonnie Christian - donation of a mounted goldeneye duck for use in the Wickiup Hill education program.

**ITEM C6. CAPITAL IMPROVEMENT UPDATES**

**REGULAR AGENDA:**

**ITEM R2. REVIEW AND DISCUSS THE PRELIMINARY DRAFT OF THE CONSERVATION BOARD FY20 BUDGET. NO FORMAL BOARD ACTION IS REQUESTED AT THIS TIME.**

Goemaat reviewed draft budget proposal. Gibbins reviewed proposed campground and lodge fee increases. The budget will be finalized and presented at the December meeting. No action was taken on this item.

**ITEM R3. DISCUSS AND DECIDE ON AWARD OF CONTRACT FOR THE WATER DISTRIBUTION SYSTEM AT PINICON RIDGE PARK, PROJECT #17-05. AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN A CONTRACT WITH THE SELECTED CONTRACTOR.**

R. Burke reviewed the proposed contract with Rathje Construction in the amount of \$356,480 to install a water distribution system for Pinicon Ridge Park. The following bids were received:

1. Rathje Construction Co. - \$356,480.00
2. Boomerang Corp. - \$391,731.20
3. Horsfield Construction, Inc. - \$397,409.60
4. Pirc Tobin Construction, Inc. - \$451,113.00
5. Summer's Enterprise, Inc. - \$465,703.50
6. Tschiggfrie Excavating - \$547,818.85

**MOTION** by Emerson, second by Burke

To accept the low bid of \$356,480.00 from Rathje Construction Co. and to authorize the Executive Director to sign and execute the contract.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

**BOARD MEETING MINUTES**

**11/19/2018**

**ITEM R4. DISCUSS AND DECIDE ON RESOLUTION #2018-26, DNR WILDLIFE HABITAT STAMP FUND (WHSF) GRANT APPLICATION REGARDING THE ACQUISITION OF 282 ACRES (MORE OR LESS) OF LAND FOR THE LINN COUNTY LEARNING FARM.**

Gibbins presented draft grant application for the DNR Wildlife Habitat Stamp Fund requesting \$300,000 in grant funding toward the purchase of 282 acres of land.

**MOTION** by Burke, second by Emerson

To approve the Executive Director sign and submit an application to the DNR Wildlife Habitat Stamp Fund requesting \$300,000 in grant funding toward the purchase of 282 acres of land.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

**ITEM R5. DISCUSS AND DECIDE ON RESOLUTION #2018-27 SETTING THE TIME AND DATE FOR THE PUBLIC HEARING REGARDING THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE PRAIRIE OAK LODGE RENOVATION PROJECT AT SQUAW CREEK PARK, PROJECT #22-19.**

R. Burke presented Resolution #2018-27 concerning the setting of a public hearing regarding project #22-19 Prairie Oak Lodge renovations.

**MOTION** by Burke, second by Emerson

To approve Resolution #2018-27 setting a public hearing for Monday, December 17, 2018 at 12:00 PM for project #22-19, Prairie Oak Lodge renovations.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

**BOARD MEETING MINUTES**

**11/19/2018**

**ITEM R6. DISCUSS AND DECIDE ON RESOLUTION #2018-28 SETTING THE DATE AND TIME FOR THE PUBLIC HEARING REGARDING THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST FOR THE MASTER PLAN SIGNAGE PROJECT FOR PINICON RIDGE AND SQUAW CREEK COUNTY PARKS, PROJECT #16-19.**

R. Burke presented Resolution #2018-28 concerning the setting of a public hearing regarding project #16-19 master plan signage project for Pinicon Ridge and Squaw Creek County parks.

**MOTION** by Burke, second by Emerson

To approve Resolution #2018-28 setting a public hearing for Monday, December 17, 2018 at 12:00 PM for project #16-19, master plan signage project for Pinicon Ridge and Squaw Creek County parks.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

**ITEM R7. DISCUSS AND DECIDE REGARDING UPDATING CURRENT BOARD POLICIES – SERIES 2 EXECUTIVE LIMITATIONS INCLUDING:**

**Policy numbers 2-7, 2-8, 2-10**

Goemaat reviewed the draft policies with the Board.

The Board reviewed the following policies:

- 2-7        Land Acquisition
- 2-8        Ascertainment
- 2-10      Program and Activities

**MOTION** by Burke, second by Emerson

To approve Policy No. 2-7, 2-8, and 2-10 for immediate implementation with subsequent readings waived.

**VOTE:**            aye; all present  
                          nay; none  
                          absent: Hillary Hughes, John Hanson

**BOARD MEETING MINUTES**  
**11/19/2018**

**ITEM R8. BOARD MEMBER AND STAFF REPORTS**

- 1) Community Outreach/Marketing:
  - a. Schlader reviewed community outreach efforts including Oak Hickory newsletter, virtual tours and annual report.
- 2) Update regarding Biotope Contract Update:
  - a. R. Burke updated the Board on the Biotope contract development progress. Staff is working with Martin Gardner Architects to develop a contract. Martin Gardner will then subcontract with Biotope for additional services as needed.
- 3) Update regarding the Pinicon Ridge Park playground replacement project.
  - a. R. Burke updated the Board on next steps to review proposed designs with the manufacturers and request updates. Meetings are scheduled with the playground representatives in late November.
- 4) Iowa Department of Natural Resources Dam Mitigation Grant
  - a. Gibbins reported on the winning grant application for the Pinicon Ridge dam modification design project. An RFQ will be developed to begin the planning process.

**ITEM R9. PUBLIC COMMENT**


Brent Oleson commented in his role as a Linn County Supervisor on the Pinicon Ridge dam modification project as an opportunity to create a longer Wapsipinicon water trail through paddle sport passage through the dam. Additional comments as a citizen of Linn County about the Linn County hiring process and current salary offer levels, including suggestions that the Conservation Board review and increase compensation for the Executive Director.

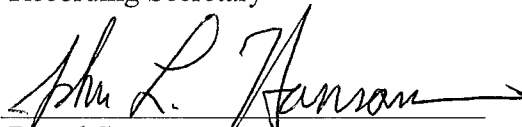
**ITEM R10. ADJOURN**

Meeting adjourned at 12:41PM.

Amanda Bieber typed the above minutes.

SEAL

  
\_\_\_\_\_  
Recording Secretary

  
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Board Secretary