

LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, SEPTEMBER 16, 2019, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **September 16, 2019**, at the Wickiup Hill Learning Center, 10260 Morris Hills Rd, Toddville, IA 52341.

Board Members Present

Steve Emerson, Hillary Hughes, and George Kanz

Hillary Hughes joined the meeting by phone.

George Kanz was appointed Board Secretary.

Board Members Absent

John Hanson

Cindy Burke

Staff Present

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

Others Present

None

Call To Order

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

Public Comment

None.

ITEM R1. Approve Consent Agenda

Motion by Kanz, second by Hughes

To approve the consent agenda.

Vote: aye; all
 nay; none
 absent: Hanson, Burke

The consent agenda was approved and involved the following items:

ITEM C1. Approve the August 26, 2019 Monthly Meeting Minutes

ITEM C2. Approve claims list and expenditures – Claims List #2020-3.

Claims and Transfer list #2020-3 involving claim #3-135 through claim #3-189.

ITEM C3. Receive and place on file the August 2019 financial/budget report.

ITEM C4. Receive and place on file the August 2019 activity report.

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ITEM C5. Acceptance of gifts:

1. Gift #10-2020 – Monetary contribution (\$25) from Nancy Ritter in support of Wickiup Hill Learning Center.
2. Gift #11-2020 – Monetary contribution (\$1,200) from Mary Zahrt to purchase a bench for Morgan Creek Park arboretum.
3. Gift #12-2020 – Monetary contribution (\$1,200) from Krysti Carlson to purchase a memorial bench for Morgan Creek Park.
4. Gift #13-2020 – Monetary contribution (\$5,000) from Diamond V Mills Corporate Donor-Advised Fund of the Greater Cedar Rapids Community Foundation for Morgan Creek Park redevelopment.
5. Gift #14-2020 – Monetary contribution (\$2,000) from Altorfer Corporate Donor-Advised Fund of the Greater Cedar Rapids Community Foundation for Morgan Creek Park redevelopment.

ITEM C6. Capital Improvement Program updates report.

ITEM C7. Report out of closed session – Acquisition of 10.4 acres from Ralston Farms as an addition to North Cedar Natural Area.

REGULAR AGENDA:

ITEM R2. Discuss and decide regarding authorizing staff to purchase a tractor and side-mount mowing unit.

Goemaat reviewed information regarding a tractor and side-mount mowing unit bids.

MOTION by Hughes, second by Kanz

To authorize staff to proceed with purchasing the two equipment items within budget limitations.

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

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ITEM R3. Discuss and decide on Resolution #2019-13 , authorizing a grant application for funding assistance from the Iowa Federal Recreational Trails grant program through the Iowa Department of Transportation for the Cedar Valley Trail construction and paving (phase 5, segment 2), Project #1-20.

Randy Burke reviewed the Iowa Federal Recreational Trails grant program application.

Motion by Kanz, second by Hughes

To approve Resolution #2019-13 and authorize the Executive Director to sign the grant application on behalf of the Board.

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

ITEM R4. Discuss and decide on Resolution #2019-14, authorizing a grant application for funding assistance from the Water Recreation Access grant program through the Iowa Department of Natural Resources for repairs to the North Cedar Natural Area boat ramp.

Randy Burke reviewed the Water Recreation Access grant program.

Motion by Hughes, second by Kanz

To approve Resolution #2019-14 and authorize the Executive Director to sign the grant application on behalf of the Board.

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

ITEM R5. Discuss and decide concerning authorizing the Director to sign an agreement for archaeological investigation at Morgan Creek Park related to the park development and trail projects.

Randy Burke reviewed the agreement for archaeological investigation at Morgan Creek Park related to the park and trail development projects.

Motion by Kanz, second by Hughes

To authorize the Director to sign and execute a contract with Tallgrass Archaeology LLC.

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

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ITEM R6. Discuss and decide regarding approving a grant agreement with the Iowa Department of Transportation for funding through the Transportation Alternatives Program (TAP) for funding the Highway 100 Trail from E-Avenue north through Morgan Creek Park and authorize the Board President to sign the agreement.

Randy Burke reviewed the grant agreement with the Iowa Department of Transportation for funding through the Transportation Alternatives Program (TAP) for funding the Highway 100 Trail from E-Avenue north through Morgan Creek Park.

Motion by Hughes, second by Kanz

To authorize the Board President to sign and execute the agreement on behalf of the Board.

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

ITEM R7. Discuss and decide concerning awarding a contract for an oxbow restoration project at Morgan Creek Park and authorizing the Director to sign a contract with the selected contractor.

Randy Burke reviewed a contract for an oxbow restoration project at Morgan Creek Park. Apparent low bid was Borst Brothers Construction, Inc. with a bid of \$11,400.00. The only other bid received was from Rick Miene Septic & Excavation with a bid of \$13,620.00

Motion by Kanz, second by Hughes

To authorize the Director to sign and execute a contract with Borst Brothers Construction, Inc.

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

ITEM R8. Discuss and decide concerning awarding a contract for geotechnical services for the Pinicon Ridge Park Scenic Overlook Shelter (Project #4-19) and authorize the Executive

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Director to sign a contract with the selected contractor.

Randy Burke reviewed a contract for geotechnical services for the Pinicon Ridge Park Scenic Overlook Shelter (Project #4-19). Apparent low bid was from Terracon with a bid of \$9,021.00. A second bid from Braun Intertec was received with an amount of \$11,718.00

Motion by Kanz, second by Hughes

To authorize the Executive Director to sign and execute a contract with Terracon.

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

ITEM R9. Discuss and decide regarding awarding a contract for concrete work at Squaw Creek Park for a various projects and repairs.

Randy Burke reviewed a contract for concrete work at Squaw Creek Park for a various projects and repairs.

Motion by Kanz, second by Hughes

To authorize the Executive Director to sign and execute the contract with lowest responsible bidder.

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

ITEM R10. Discuss and decide on accepting two conservation easements from YMCA Camp Wapsie on land adjacent to Paris Bridge Natural Area.

Goemaat reviewed two conservation easements from YMCA Camp Wapsie on land adjacent to Paris Bridge Natural Area.

Motion by Hughes, second by Kanz

To authorize the Board President to sign both conservation easements on behalf of the Board.

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

ITEM R11. Discuss and decide on approving a first right of refusal on an approximately 10-acre parcel of land adjacent to Paris Bridge Natural Area owned by YMCA Camp Wapsie.

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Goemaat reviewed a first right of refusal on an approximately 10-acre parcel of land adjacent to Paris Bridge Natural Area owned by YMCA Camp Wapsie.

Motion by Kanz, second by Hughes

To authorize the Board President to sign the first right of refusal on behalf of the Board.

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

ITEM R12. Board Member and Staff Reports

- 1) Community Outreach/Marketing: Schlader updated the Board on geocache challenge at Wickiup Hill, watershed crowd-funding effort, presentation to Cedar Rapids Association of Realtors. Goemaat reported on a thank you letter and request for destination equestrian campground facilities. Staff will follow up with the group.
- 2) Strategic Planning Update: Gibbins updated the Board on the progress of strategic planning including next step timelines and development of goals and strategies in relation to the Linn County Conservation vision and mission.

ITEM R13. Public comment

None.

ITEM R14. Closed Session

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MOTION by Kanz, second by Hughes

To go into closed session at 12:17 PM for the purpose of discussing land acquisition in accordance with section 21.5(1)(j) Code of Iowa.

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

MOTION by Kanz, second by Hughes

To go out of closed session at 12:30 PM.

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

ITEM R15. Adjourn

The meeting was adjourned at 12:30 PM.

Catherine Kastens typed the above minutes.

SEAL

Recording Secretary

Board Secretary