



LINN COUNTY, IOWA, CONSERVATION BOARD

MINUTES OF THE MONDAY, MAY 23, 2022, BOARD MEETING

The following is a true copy of the minutes of the meeting of the Linn County, Iowa, Conservation Board held on **May 23, 2022**, at Wickiup Hill Learning Center, 10260 Morris Hills Road, Toddville, IA 52341.

Board Members Present

Brent Oleson, George Kanz, Hillary Hughes

Member Hughes joined the meeting by phone at noon and arrived in person at 12:08 PM.

Member Oleson was appointed acting secretary.

Board Members Absent

Burke, Emerson

Staff Present

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

Others Present

Mary Clapp, Jean, Judy Lucas, Dennis Brandt

Call To Order

Kanz called the meeting to order at 12:00 PM

Public Comment

None

ITEM R1. Approve Consent Agenda

Motion by Oleson , second by Hughes

To approve the consent agenda.

Vote: aye: all present
 nay: none
 absent: Burke, Emerson

The consent agenda was approved and involved the following items:

ITEM C1. Approve minutes of the April 25, 2022 monthly meeting

ITEM C2. Approve claims list and expenditures – Claims List # 2022-11.
Claims and Transfer list #2022-11 involving claim #11-1254 through #11-1376.

ITEM C3. Receive and place on file the April 2022 financial/budget report.

ITEM C4. Receive and place on file the April 2022 activity report.

BOARD MEETING MINUTES
05/23/2022

ITEM C5. Acceptance of gifts.

1. Gift #28-2022 - Monetary donation (\$50) from Little Learners for support of Wickiup Hill education program.
2. Gift #29-2022 - Monetary donation (\$434) from Anderson Family Easement Endowment Designated Fund for conservation easement monitoring.
3. Gift #-30-2022 - Monetary donation (\$4,000) from the Kate Svitek Memorial Foundation for support of the Wilderness Trek program.

ITEM C6. Approve FY 2023 road seal coat program and authorize the Executive Director to sign a contract with L.L. Pelling for the seal coat applications.

ITEM C7. Capital Improvement Program updates

REGULAR AGENDA:

ITEM R2. Public hearing regarding the proposed plans, specifications, form of contract and estimated cost for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21.

The Conservation Board conducted a public hearing in accordance with Iowa law regarding the proposed plans, specifications, form of contract and estimated costs for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21. The published notice of the public hearing was presented. No written or oral comments or objections were received.

MOTION by Oleson, second by Hughes

To close the public hearing.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R3. Discuss and decide on Resolution #2022-14, approving the plans and specifications, form of contract and estimated construction costs for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21.

Randy Burke reviewed Resolution #2022-14, approving the plans and specifications, form of contract and estimated construction costs for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21

MOTION by Oleson, second by Hughes

To adopt Resolution #2022-14 indicating that a public hearing was held and approving the plans, specifications, form of contract and estimated costs for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R4. Discuss and decide on awarding a contract for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21 and authorizing the Director to sign the contract.

Randy Burke reviewed bids received for paving the Grant Wood Trail from Marion to Oxley Road, Project #21-21. The only bid received was from LL Pelling Co. for \$752,246.00. Gibbins noted that public input had been received from Judy Lucas for a future phase of the trail from Creekside to Paralta, requesting the trail remain in its current mowed surface with no development to preserve the natural vegetation and scenic beauty of the segment. Oleson asked about the number of bidders. Randy Burke noted the size of the project likely did not attract more interest.

MOTION by Oleson, second by Hughes

To approve the low bid by LL Pelling and authorize the Director to sign the contract for paving of the Grant Wood Trail.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R5. Discuss and decide on authorizing the Director to sign a Federal Aid agreement with the Iowa Department of Transportation for funding assistance for a section of the Morgan Creek Trail.

Randy Burke reviewed a Federal Aid agreement with the Iowa Department of Transportation for funding assistance for a section of the Morgan Creek Trail.

MOTION by Oleson, second by Hughes

To approve an agreement for funding with the IDOT and authorize the Director to sign the agreement.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R6. Public hearing regarding the proposed plans, specifications, form of contract and estimated cost for development of the Bird Preserve, Project #30-21.

The Conservation Board conducted a public hearing in accordance with Iowa law regarding the proposed plans, specifications, form of contract and estimated costs for development of the Bird Preserve, Project #30-21. The published notice of the public hearing was presented. No written or oral comments or objections were received.

Hughes joined the meeting in person at 12:08 PM.

MOTION by Oleson, second by Hughes

To close the public hearing.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R7. Discuss and decide on Resolution #2022-15, approving the plans and specifications, form of contract and estimated construction costs for developing the Bird Preserve, Project #30-21.

Doscher reviewed Resolution #2022-15, approving the plans and specifications, form of contract and estimated construction costs for developing the Bird Preserve, Project #30-21.

MOTION by Oleson, second by Hughes

To adopt Resolution #2022-15 indicating that a public hearing was held and approving the plans, specifications, form of contract and estimated costs for developing the Bird Preserve, Project #30-21.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R8. Discuss and decide on awarding a contract for developing the Bird Preserve and authorize the Director to sign the contract, Project #30-21.

Doscher reviewed the bid received from PEAK Construction for a total of \$564,093.00. Doscher reported donor preference to reject the bid and rebid at a later date in combination with the future wetland to be developed on the Bird Preserve.

MOTION by Oleson, second by Hughes

To reject the bid and authorize staff to rebid the project at a later date.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R9. Discuss and decide on authorizing staff to purchase a shelter for Bird Preserve, Project #30-21.

Doscher reviewed a shelter for the Bird Preserve with a recommendation of ordering the shelter prior to rebidding the project to ensure delivery due to manufacturing supply delays.

MOTION by Oleson, second by Hughes

To authorize staff to order the shelter once a desired delivery time is established for the project.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R10. Discuss and decide regarding FY 2023 equipment purchasing plan and authorizing staff to purchase equipment per the revised plan.

Goemaat reviewed a revised FY 2023 equipment purchasing plan due to long-term supply delays for various equipment. Hughes asked about accounting management and sourcing of equipment. Goemaat noted equipment is generally purchased through state bid.

MOTION by Kanz, second by Oleson

To approve the equipment purchase plan and authorize staff to make the purchases as outlined in the plan.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R11. Discuss and decide on Resolution #2022-16 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the playground for Buffalo Creek Park, Project #26-21.

Doscher reviewed Resolution #2022-16 setting date and time for the public hearing regarding the proposed plans, specifications, form of contract and estimated cost for the playground for Buffalo Creek Park, Project #26-21.

MOTION by Kanz, second by Oleson

To approve Resolution #2022-16 setting the date and time for the public hearing and authorizing staff to receive and open bids.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R12. Discuss and decide on Resolution #2022-17 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 overlay, Project #2-21A.

Doscher reviewed Resolution #2022-17 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 overlay, Project #2-21A.

MOTION by Kanz , second by Oleson

To approve Resolution #2022-17 setting the date and time for the public hearing and authorizing staff to receive and open bids.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R13. Discuss and decide on authorizing the Director to sign a letter to Destination Iowa retroactive to May 16 outlining the proposed sources of required match funding.

Goemaat reviewed a letter included in the Destination Iowa grant application that outlines proposed sources for the required match funding previously approved through Resolution #2022-13.

MOTION by Kanz, second by Oleson

To authorize the Director to sign a letter to Destination Iowa retroactive to May 16.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R14. Discuss and decide regarding accepting a proposal for playground equipment for Plains Campground and authorizing the Director to sign the purchase agreement.

Randy Burke reviewed a proposal for playground equipment for Plains Campground. Hughes asked about the playground elements. Randy Burke confirmed design of elements.

MOTION by Kanz, second by Oleson

To approve the quote of Outdoor Recreation Products for the amount of \$91,665.00 and authorize staff to purchase the equipment.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

BOARD MEETING MINUTES

05/23/2022

ITEM R15. Discuss and decide regarding annual Director performance review

The Board reviewed the annual Director performance review. Hughes noted significant leadership accomplishments by Goemaat and thanked Goemaat. Kanz noted his agreement. Oleson commented on high ratings on his review and compliments on derecho management. Goemaat commented on department natural resources progress on derecho recovery. Kanz noted bond dollar support by alternative funds as a significant achievement.

MOTION by Oleson, second by Kanz

To approve the annual Director performance appraisal with exceptional ratings and incorporate Board comment forms.

VOTE: aye: all present
 nay: none
 absent: Burke, Emerson

ITEM R16. Board member / staff reports – Board members and staff may report and/or discuss meetings or activities in which they have been involved.

1. Ryan Schlader – Community Outreach and Marketing. Schlader reported on various marketing, event and communications efforts.
2. Updates:
 - a. Morgan Creek Park lodge RFP/interviews. Randy Burke reported on the upcoming RFP interview process for the Morgan Creek Park Lodge design contract.
 - b. Fischel Road Bridge – Randy Burke reported progress on the CVNT Fischel Road Bridge and planned opening date.
 - c. Buffalo Creek fish survey results following dam modification. Gibbins reported on the recent IDNR fish survey results near the Buffalo Creek dam removal project.

BOARD MEETING MINUTES

05/23/2022

ITEM R17. Public comment

Mary Clapp offered comment on the Grant Wood Trail. Mary complimented previous work on the trail to improve the trail for use. Mary noted concerns about added hard surface to the segment between Creekside and Paralta and suggested only such improvements from Aldermen Road east to the Linn County border. Mary related personal experiences related to her use of the trail and preference for the grass surface. Mary noted more gravel trails around the community are being paved, reducing the benefit of a soft walking surface.

Judy Lupas offered comments on the Grant Wood Trail and commented on seeing users of all types of abilities. Judy noted that she felt the trail was accessible undeveloped and that development would detract from the enjoyment of the wildlife and birds. Judy asked to leave the trail undeveloped for walking and enjoying the natural, quiet setting. Judy noted that all trails shouldn't be paved.

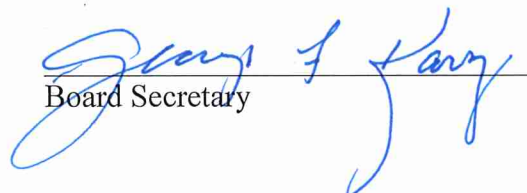
Dennis Brandt offered comment and requested the segment of the Grant Wood Trail from Creekside to Paralta to remain natural for people to enjoy.

ITEM R18. Adjourn

The meeting was adjourned at 1:06 PM.
Daniel Gibbins typed the above minutes.



Recording Secretary



Board Secretary

SEAL

