

## **PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD**

The Polk County Conservation Board met in regular session on Wednesday, August 10, 2011. The meeting was called to order at 5:55 p.m.

### #1a – Roll Call

Board Present: Levis, Cataldo, Smith, Hadden  
Board Absent: McEnany

### #1b – Action on the Minutes of the Previous Meeting(s)

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE JULY 13, 2011 MEETING MINUTES AS WRITTEN.  
VOTE YEA: LEVIS, CATALDO, HADDEN, SMITH**

### #2 – Consent Agenda Items

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:**

- A) PCCB/ENTERPRISE FUND JUNE 2011 & JULY 2011 EXPENDITURES;**
- B) PRESENTED LIST OF INDIVIDUALS FOR SEASONAL EMPLOYMENT FOR POLK COUNTY CONSERVATION;**
- C) RESTATING SUPPORT FOR TWO STATE RECREATIONAL GRANTS THAT WERE RECENTLY SUBMITTED TO A DIFFERENT FUNDING SOURCE FOR THE FOLLOWING PROJECTS: 1) ABANDONED UP RAIL LINE BETWEEN BONDURANT AND DES MONIES AND 2) FIRST PHASE OF THE EASTER LAKE TRAIL; APPROVAL FOR STAFF SENDING A LETTER OF INTENT FOR APPLICATION OF A REGIONAL TRANSPORTATION ENHANCEMENT GRANT FOR THE UP LINE BETWEEN BONDURANT AND DES MOINES; STATES SUPPORT AND COMMITMENT TO STAFF APPLYING FOR REGIONAL TRANSPORTATION ENHANCEMENT GRANT FOR THE UP LINE BETWEEN BONDURANT AND DES MOINES, A STATE RECREATIONAL TRAIL GRANT FOR THE UP LINE AND A REAP GRANT TO FUND THE PURCHASE OF PROPERTY AT CHICHAQUA BOTTOMS GREENBELT CURRENTLY OWNED BY THE DES MOINES AIRPORT AUTHORITY; AND THAT THE BOARD FURTHER AUTHORIZES THE CHAIR TO SIGN DOCUMENTS STATING THE BOARD'S SUPPORT AS REQUIRED IN THE GRANT APPLICATIONS;**

- D) PCCB DIRECTOR TO SIGN A MEMORANDUM OF UNDERSTANDING (MOU) WITH GLOBAL SPECTRUM AND THE MONEY FROM THIS MOU BE USED TO SUPPLEMENT THE NATURAL RESOURCES UNIT WITH ADDITIONAL SEASONAL STAFF AND SUPPLIES;**
- E) A SALARY ADJUSTMENT NOT TO EXCEED 5% OF HER CURRENT SALARY OR THE APPROVED MAXIMUM SALARY FOR CARRIE SPAIN.**
- VOTE YEA: HADDEN, CATALDO, SMITH, LEVIS**

#3 – Swearing in of PCCB Rangers

Because the process of swearing in of ranger staff had been overlooked, the following PCCB ranger staff was sworn into duty by Chair Smith: Mark Hurm, James Dotzler, Charlie Finch, Dean Bruscher, Brian Herrstrom, Chris Clingan.

#4 – Easter Lake Park, Improvements Update

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE ALLOCATING THE BALANCE OF THE EASTER LAKE IMPROVEMENT DOLLARS, ESTIMATED AT \$104,000 TO WORK ON THE SPILLWAY AND CONTROL GATE AT AN APPROXIMATE COST OF \$22,000 AND PARKING LOT IMPROVEMENTS AT THE BEACH AND SPILLWAY AT AN APPROXIMATE COST OF \$82,000.**

**VOTE YEA: LEVIS, CATALDO, HADDEN, SMITH**

#5 – Easter Lake Park, Spillway Repairs

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVE HIRING RW EXCAVATING AND DOZING TO COMPLETE THE WORK AT EASTER LAKE AT A COST OF \$4,330 AND AUTHORIZES THE DIRECTOR TO WORK WITH RW EXCAVATING TO NEGOTIATE A PRICE IF ADDITIONAL WORK IS NEEDED.**

**VOTE YEA: CATALDO, SMITH, HADDEN, LEVIS**

#6 – PCCB Purchasing Policy

The Board requested additional time to review the proposed PCCB Purchasing Policy; therefore, they requested this item be placed on their September 2011 meeting agenda for approval.

#7 – Jester Park Golf Course, Advisory Committee

Chair Smith appointed Board Member Cataldo to the Golf Advisory Committee.

#8 – Other Power Driven Mobility Devices Used on PCCB Managed Lands

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE OTHER POWER DRIVEN MOBILITY DEVICES USED ON PCCB MANAGED LANDS POLICY BASED ON STAFF ASSESSMENT AND DIRECT STAFF TO IMPLEMENT THE POLICY.**

**VOTE YEA: LEVIS, SMITH, CATALDO**

**VOTE ABSTAIN: HADDEN**

#9 – Jester Park, Cabins

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE USE OF FUNDS ALLOCATED FOR THE JESTER PARK CABINS PROJECT AND IF ADDITIONAL FUNDING IS FOUND TO BE NEEDED, THAT THE ITEM BE BROUGHT BACK TO THE BOARD FOR APPROVAL.**

**VOTE YEA: HADDEN, CATALDO, SMITH, LEVIS**

#10 – FEMA Expenditures

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE GRANTING THE PCCB DIRECTOR THE AUTHORITY TO APPROVE THE CONTRACTS AND PURCHASES REQUIRED TO COMPLETE THE FEMA RELATED PROJECTS SUBJECT TO THE FUNDS AVAILABLE THROUGH FEMA OR PROVIDED BY POLK COUNTY; IF ADDITIONAL FUNDS ARE REQUIRED, PRIOR APPROVAL WILL BE OBTAINED FROM THE PCCB.**

**VOTE YEA: CATALDO, SMITH, LEVIS, HADDEN**

#11 – Chichaqua Bottoms Greenbelt, Haying

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD DIRECT STAFF TO ENTER A CONTRACT WITH PAUL OVERTURFF FOR UNITS 1 AND 3 AND WITH BRUCE CARNEY FOR UNIT 2 FOR THE HARVEST OF HAY FROM SELECTED AREAS OF CHICHAQUA BOTTOMS GREENBELT AND THAT THE BOARD FURTHER INSTRUCTS STAFF TO REQUEST THE PROPER INSURANCE DOCUMENTS AND NOTIFY THE TWO PARTIES THAT THEY MAY BEGIN HARVEST ONCE THOSE DOCUMENTS ARE RECEIVED.**

**VOTE YEA: LEVIS, HADDEN, SMITH, CATALDO**

PUBLIC COMMENTS  
STAFF REPORTS  
FINANCIAL REPORTS  
DISCUSSIONS & REMARKS

- Director Parker inquired if Board Member was available to attend IACCB Conference, Sept. 16-17
- Board was reminded of Friends Celebration Event, Sept. 16 at Lodge

Adjournment

Meeting adjourned at 7:00 p.m.

Prepared by: Cindy Lentz

Approved: September 14, 2011