

Polk County Conservation Board
Jester Park, Shelter #5
11407 NW Jester Park Drive
Granger, IA

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, June 5, 2013. The meeting was called to order at 5:52 p.m.

#1 – Roll Call

Board Present: Levis, Smith, Kurovski, Johnson,
Board Absent: Cataldo

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

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE MAY 8, 2013 MEETING MINUTES AS WRITTEN.
VOTE YEA: SMITH, LEVIS, KUROVSKI, JOHNSON**

#2 – Consent Agenda

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

- A) PCCB MAY 2013 BILL LIST;**
- B) STAFF PUBLISHING NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305, THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S JULY 2013 MEETING ON ADDITION OF ELECTRIC CAMPING PEDESTALS AND CAMPSITE IMPROVEMENTS AT JESTER PARK'S CAMP AREA #2;**
- C) AUTHORIZING THE DIRECTOR, DEPUTY DIRECTOR, ACCOUNTANT, AND ADMINISTRATIVE SUPERVISOR TO BE ABLE TO COMPLETE AND SIGN CREDIT APPLICATIONS, W-9S AND TAX EXEMPT FORMS ON BEHALF OF THE PCCB AND NOTE THE INDIVIDUALS CURRENTLY IN THESE POSITIONS ARE DENNIS PARKER (DIRECTOR), RICHARD LEOPOLD (DEPUTY DIRECTOR), CAROL ANN CARLSON (ACCOUNTANT), AND CYNTHIA LENTZ (ADMINISTRATIVE SUPERVISOR); NAMING THEM BY POSITION ENABLE EMPLOYEE TURNOVER WITHOUT HAVING TO GO BACK TO THE PCCB FOR APPROVAL;**
- D) PURCHASE OF TWO FERRIS IS3100 72" MOWERS FROM TURFWERKS – JOHNSTON FOR A PRICE NOT TO EXCEED \$24,000;**
- E) STRATUS BUILDING SOLUTIONS COST MODIFICATION OF \$322/MONTH FROM \$295.50/MONTH FOR CLEANING SERVICES AT THE JESTER PARK EQUESTRIAN**

CENTER DUE TO AN INCREASE IN CLEANING RESPONSIBILITIES AT THAT LOCATION;

F) STAFF APPLYING FOR THE STATE RECREATIONAL TRAIL GRANT FOR THE NEAL SMITH TRAIL/HIGH TRESTLE TRAIL CONNECTOR AND RESOLVE THAT SHOULD THE GRANT BE SUCCESSFUL THE BOARD SHALL SUPPLY THE MATCHING MONIES REQUIRED;

G) PURCHASE OF A CXT VAULT TOILET FROM CXT/LB FOSTER COMPANY FOR PLACEMENT AT THE CHICHAQUA BOTTOMS GREENBELT WILDLIFE OBSERVATION DECK SITE AT A COST OF \$17,000 WITH FUNDS PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND AND APPROVE THE PCCB CHAIR SIGNING PROPOSAL FORMS;

H) THE JESTER PARK EQUESTRIAN CENTER EQUINE BOARDING AGREEMENT AS MODIFIED;

I) THE SALARY INCREASE AND BENEFIT PACKAGE FOR FULL-TIME AND PERMANENT PART-TIME (PART-TIME 24 & 32) STAFF AS OUTLINED.

VOTE YEA: JOHNSON, SMITH, LEVIS, KUROVSKI

#3 – Public Hearing: Chichaqua Bottoms Greenbelt, Power Lines Easement

Chair Smith opened public hearing on granting power line easements to Iowa Transmission Company Midwest at Chichaqua Bottoms Greenbelt.

As there were no comments, Chair Smith closed the public hearing.

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE GRANTING AN EASEMENT FOR POWER LINES TO IOWA TRANSMISSION COMPANY MIDWEST WHERE THE LINE CROSSES THE CHICHAQUA BOTTOMS GREENBELT AND DIRECT STAFF TO FORWARD EASEMENT REQUEST ON TO POLK COUNTY BOARD OF SUPERVISORS PENDING REVIEW OF THE EASEMENT BY THE POLK COUNTY ATTORNEY'S OFFICE.

VOTE YEA: JOHNSON, KUROVSKI, LEVIS, SMITH

#4 – Public Hearing and Award of Bid: Easter Lake Trail, Phase 1 Project

Chair Smith opened public hearing on the plans, specifications, form of contract and cost estimate for the Easter Lake – Phase 1 project.

As there were no comments, Chair Smith closed the public hearing.

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND COST ESTIMATE FOR THE EASTER LAKE TRAIL, PHASE 1 PROJECT.

VOTE YEA: KUROVSKI, SMITH, JOHNSON, LEVIS

Award of Bid

IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION APPROVE WAIVING THE CLERICAL IRREGULARITY IN THE BID AND THE BID OF \$860,872.60 FROM ABSOLUTE CONCRETE COMPANY BE ACCEPTED; INSTRUCT STAFF TO SET ASIDE AN ADDITIONAL SUM OF 10% (\$86,000) TO COVER CONSTRUCTION CONTINGENCIES AND AUTHORIZE THE DIRECTOR TO APPROVE CHANGE ORDERS UP TO \$20,000 WITHOUT FUTURE BOARD ACTION; AND AUTHORIZE THE PCCB CHAIR TO SIGN THE CONTRACT FOR THE CONSTRUCTION OF PHASE 1 OF THE EASTER LAKE TRAIL WITH ABSOLUTE CONCRETE COMPANY AND STAFF TO DIRECT CONSTRUCTION OF THE SAME.

VOTE YEA: LEVIS, JOHNSON, KUROVSKI, SMITH

#5 – Public Hearing: Four Mile Creek Bank Stabilization Project

Chair Smith opened the public hearing on the plans, specifications, form of contract and cost estimate for the Four Mile Creek Bank Stabilization project.

As there were no comments, Chair Smith closed the public hearing.

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND COST ESTIMATE FOR THE FOUR MILE CREEK BANK STABILIZATION PROJECT.

VOTE YEA: KUROVSKI, JOHNSON, LEVIS, SMITH

#6 – Naming of the Easter Lake Trail

IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE NAMING THE NEW TRAIL SYSTEM BEING DEVELOPED AROUND EASTER LAKE AS THE MARK C. ACKELSON TRAIL BY ADOPTING THE FOLLOWING RESOLUTION & AUTHORIZING PCCB CHAIR TO SIGN RESOLUTION:

NAMING OF THE NEW CIRCUMFERENTIAL TRAIL AROUND EASTER LAKE AS THE MARK C. ACKELSON TRAIL

WHEREAS, THE POLK COUNTY CONSERVATION BOARD IS DEVELOPING A NEW MULTI-USE TRAIL AROUND EASTER LAKE; AND

WHEREAS, THE POLK COUNTY CONSERVATION BOARD HAS NOT PRESENTLY DESIGNATED A NAME FOR THE NEW TRAIL; AND

WHEREAS, THE POLK COUNTY CONSERVATION BOARD WISHES TO RECOGNIZE MARK ACKELSON FOR HIS EXTRAORDINARY DEDICATION TO NATURAL RESOURCES IN POLK COUNTY AND THE STATE OF IOWA.

NOW, THEREFORE BE IT RESOLVED, BY THE POLK COUNTY CONSERVATION BOARD THAT THE NEW MULTIUSE TRAIL SYSTEM CURRENTLY BEING BUILT AROUND EASTER LAKE BE NAMED THE MARK C. ACKELSON TRAIL AND APPROPRIATE SIGNAGE BE DEVELOPED AND INSTALLED RECOGNIZING MARK'S CONTRIBUTION TO NATURAL RESOURCES IN POLK COUNTY AND IOWA.

VOTE YEA: LEVIS, KUROVSKI, SMITH, JOHNSON

#7 – Gay Lea Wilson Trail: Boundary Surveying, Staking, and Fencing Project/Contract, Change Order

Boundary Surveying, Staking and Fencing Project

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZES STAFF TO NEGOTIATE A CONTRACT PRICE NOT TO EXCEED \$20,000 FOR THE WORK REQUIRED TO SURVEY, STAKE, AND OVERSEE THE CONSTRUCTION OF A FENCE ON THE WESTERN BOUNDARY OF THE FOUR MILE CREEK GREENBELT BETWEEN DES MOINES AND BERWICK AND AUTHORIZE THE PCCB DIRECTOR TO SIGN THE CONTRACT.

VOTE YEA: SMITH, LEVIS, JOHNSON, KUROVSKI

A & E Contractor Change Order

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZES STAFF TO NEGOTIATE A CONTRACT CHANGE ORDER WITH SNYDER AND ASSOCIATES FOR NECESSARY CONSTRUCTION STAKING AND CONSTRUCTION SERVICES ON THE GAY LEA WILSON TRAIL NOT TO EXCEED \$14,400 AND AUTHORIZE THE PCCB DIRECTOR TO SIGN THE CHANGE ORDER.

VOTE YEA: JOHNSON, LEVIS, KUROVSKI, SMITH

#8 – Recent Hires

Information only. No action necessary.

#9 – Employee Introduction

PCCB Employees Dean Bruscher, Park Ranger, and Wayne Johnson, Construction Maintenance Manager, introduced and told a little about themselves to the Board.

New employees Richard Leopold, Deputy Director, and Luke Harshbarger, PT Mechanic, were introduced to the Board.

#10 – Land Acquisition(s), Closed Session

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD MOVE INTO CLOSED SESSION (6:50 PM) PURSUANT TO IOWA CODE SECTION 21.5(1)(j) TO DISCUSS THE PURCHASE OF PARTICULAR REAL ESTATE BECAUSE PREMATURE DISCLOSURE COULD BE REASONABLE EXPECTED TO INCREASE THE PRICE THE PCCB WOULD HAVE TO PAY FOR THAT PROPERTY.

VOTE YEA: LEVIS, SMITH, KUROVSKI, JOHNSON

The Board returned to open session at 7:15 p.m.

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE AUTHORIZING STAFF TO MAKE OFFERS ON TWO PROPERTIES DISCUSSED IN CLOSED SESSION.

VOTE YEA: KUROVSKI, LEVIS, SMITH, JOHNSON

PUBLIC COMMENTS

FINANCIAL REPORTS

DISCUSSION & REMARKS

- Location for next three meetings: July – TM; August – FDM; September – CBG

ADJOURNNMENT

The meeting was adjourned at 7:20 p.m.

Prepared by: Cindy Lentz

Approved: July 10, 2013