

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, September 11, 2013. The meeting was called to order at 5:40 p.m.

#1 – Roll Call

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

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

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE AUGUST 14, 2013 MEETING MINUTES AS WRITTEN.

VOTE YEA: SMITH, JOHNSON, KUROVSKI

VOTE PASS: LEVIS, CATALDO

#2 – Consent Agenda

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

A) PCCB AUGUST 2013 BILL LIST;

B) DIRECTING STAFF TO PUBLISH NOTICE OF HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING BE HELD AT THE PCCB'S REGULARLY SCHEDULED OCTOBER MEETING FOR THE PURPOSES OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR POND IMPROVEMENTS WITHIN THOMAS MITCHELL PARK;

C) DIRECTING STAFF TO PUBLISH NOTICE OF HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING BE HELD AT THE PCCB'S REGULARLY SCHEDULED OCTOBER MEETING FOR THE PURPOSES OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR POND IMPROVEMENTS WITHIN FORT DES MOINES PARK;

D) DIRECTING STAFF TO PUBLISH NOTICE OF HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING BE HELD AT THE PCCB'S REGULARLY SCHEDULED OCTOBER MEETING FOR THE PURPOSES OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR POND IMPROVEMENTS WITHIN THOMAS MITCHELL PARK;

E) DIRECTING STAFF TO PUBLISH NOTICE OF HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING BE HELD AT THE PCCB'S REGULARLY SCHEDULED OCTOBER MEETING ON THE GRANTING OF PERMANENT EASEMENTS TO THE CITY OF DES MOINES FOR THE REPLACEMENT OF THE BRIDGE OVER THE GREAT WESTERN TRAIL AT ARMY POST ROAD.

VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO

#3 – Public Hearing & Award of Bid: Thomas Mitchell Park, Camp Creek Improvements

Chair Smith declared the meeting to be a public hearing on the plans, specifications, form of contract and cost estimate for the Thomas Mitchell Park – Camp Creek Improvements project.

As there were no comments, the public hearing was closed.

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR CAMP CREEK IMPROVEMENTS WITHIN THOMAS MITCHELL PARK.
VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO**

Bids received for this project were as follows: MPS Engineers, \$876,664.80; Elder Corporation, \$1,322,983.00; and Jensen Construction Company, \$1,380,147.00.

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE AWARDED THE BID FOR THE THOMAS MITCHELL PARK CAMP CREEK IMPROVEMENTS PROJECT TO MPS ENGINEERS AT A COST NOT TO EXCEED \$876,664.80 AND FURTHER AUTHORIZE THE PCCB DIRECTOR TO SIGN CONTRACT WITH MPS ENGINEERS SUBJECT TO SUCCESSFUL BONDING AND INSURANCE PROVISIONS.
VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO**

#4 – Thomas Mitchell Park, Camp Creek Improvements – Consultant Contract Amendment

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZES THE PCCB DIRECTOR TO SIGN AN AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT WITH HR GREEN AUTHORIZING MID-STATE SURVEYING TO COMPLETE CONSTRUCTION STAKING FOR CAMP CREEK IMPROVEMENTS AT A COST NOT TO EXCEED \$13,800.
VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO**

#5 – Natural Resources Specialist Position Reclassification

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVES THE RECLASSIFICATION OF THE NATURAL RESOURCES SPECIALIST POSITION, GRADE 19, TO PARKS AND NATURAL AREAS PLANNING ADMINISTRATOR, GRADE 22, AND PRESENT SAME TO POLK COUNTY BOARD OF SUPERVISORS.
VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO**

#6 – Grant Applications

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE AUTHORIZING STAFF TO APPLY FOR THE FOLLOWING GRANTS: WIRB GRANT FOR STABILIZATION; FEDERAL RECREATIONAL TRAIL GRANT FOR THE HIGH TRESTLE TRAIL CONNECTOR FROM ANKENY INTO DES MOINES; AND THE STATEWIDE CATEGORY OF THE TRANSPORTATION ALTERNATIVE PROGRAM GRANT FOR HIGH TRESTLE TRAIL TO NEAL SMITH TRAIL CONNECTOR; AND THE PCCB FURTHER RESOLVES TO PROVIDE THE MATCHING FUNDS FOR THE GRANTS SHOULD THE APPLICATIONS BE SUCCESSFUL AND AUTHORIZES THE PCCB DIRECTOR TO SIGN SAID APPLICATIONS.

VOTE YEA: LEVIS, SMITH, JOHNSON, KUROVSKI, CATALDO

#7 – Employee Recent Hires

INFORMATION ONLY.

#8 – Employee Introductions

PCCB Employees Doug Sheeley, Natural Resources Supervisor, and Patrice Petersen-Keys, Environmental Education Coordinator, introduced and told a little about themselves to the Board.

DISCUSSION & REMARKS

- Director discussed Conservation Center Open House scheduled for 9/12/13 and reviewed topics of discussion for that open house
- Deputy Director gave brief update on strategic planning and asked the Board to bring calendars to next month's meeting to set date for retreat

ADJOURNMENT

The meeting was adjourned at 7:25 p.m.

Prepared by: Carol Ann Carlson

Approved: 10/9/2013