

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

The Polk County Conservation Board met in regular session on Wednesday, February 11, 2015. The meeting was called to order at 5:33 p.m.

### #1a – Roll Call

Members Present: Johnson, Smith, Cataldo, Northway, Levis

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

**MOTION:** Moved by Levis to approve the January 14, 2015 meeting minutes as written.

VOTE YEA: Levis, Cataldo, Johnson, Smith, Northway

### #2 – Public Comments

Chris Barry, 4749 NE 48<sup>th</sup> Court, 50317, appeared before the Board about the Rendezvous event held at Chichaqua every year.

### #3 – Consent Agenda Items

**MOTION:** Moved by Cataldo to approve moving item 3F) Easter Lake Restoration Project Manager to the regular agenda; and approve the remaining consent agenda items:

- a) PCCB January 2015 bill list;
- b) PCCB Bylaws;
- c) modifying policy to identify employees working 30 or more hours a week for more than a six month period to be benefits eligible from 24 or more hours/week/annually, effective immediately;
- d) authorizing staff to contract with Russell Joe Patterson to farm the 9.8 acres of the former Miller-Rist property for one (1) year and authorize the Interim Director to sign said contract with Russell Joe Patterson;
- e) acknowledging receipt of the proposed rate changes at the Jester Park Golf Course from Green Golf Partners for the 2015 golfing season and acknowledge that the proposed prices are in conformance with pricing guidelines established by the Board

VOTE YEA: Levis, Smith, Northway, Johnson, Cataldo

#3f – Easter Lake Restoration Project Manager

**MOTION:** Moved by Levis to approve the Independent Contract Agreement with Mike McGhee for a not to exceed amount of \$42,000 for his role as project manager of the Easter Lake Restoration Project. Funding will be provided by the PCWLL Funds

VOTE YEA: Northway, Johnson, Levis, Smith

VOTE NAY: Cataldo

#4 – Jester Park Conservation Center Project Manager

**MOTION:** Moved by Smith to approve the Professional Services Contract with Mark Stevens for a not to exceed amount of \$90,000 for his role as project manager of the Jester Park Conservation Center Project. Funding will be provided by the PCWLL Funds

VOTE YEA: Levis, Smith, Johnson

VOTE NAY: Cataldo, Northway

#5 – Yellow Banks Park Planning & Design

Penny Thompson, Birch Blvd, Pleasant Hill, steward at Yellow Banks and a member of Polk County Conservation Advisory Board, appeared before the Board about Yellow Banks Park.

Johnson asked that staff arrange for contractors to be present at meetings when contracts are approved.

**MOTION:** Moved by Cataldo to approve Professional Services Agreement with Shive-Hattery for Yellow Banks Park Planning & Design for an amount not to exceed \$126,800 and authorize the Chair to sign the Agreement.

VOTE YEA: Smith, Northway, Johnson, Cataldo, Levis

#6 – Election of Officer, Secretary

Levis nominated Jim Cataldo as Secretary to the Board for 2015.

**MOTION:** Moved by Levis to accept the nomination of Jim Cataldo to serve as Secretary for 2015.

VOTE YEA: Johnson, Northway, Smith, Cataldo, Levis

#7 – Director’s Position

**MOTION:** Moved by Smith considering his performance as Interim Director, the Board 1) appoint Richard Leopold as Polk County Conservation Director; 2) authorize the Chair and Vice Chair to negotiate an appropriate salary with Leopold; 3) appointment to Conservation Director be effective upon determination by the Chair that the salary negotiation has been successfully concluded; 4) that the salary increase be retroactive to the date Leopold assumed duties of Interim Director (August 21, 2014) and 5) the August date be his new annual review date.

VOTE YEA: Smith, Northway, Cataldo, Levis, Johnson

#8 – Employees, Recent Hires

Kelsey Freeman, newly hired Riding Instructor at the Jester Park Equestrian Center, was introduced to the Board.

#9 – Closed Session, Land Acquisition

**MOTION:** Moved by Northway to go into closed session pursuant to Chapter 21.5 of the Iowa Code for the purpose of discussing the acquisition of real estate where public disclosure might adversely affect the price.

VOTE YEA: Cataldo, Johnson, Smith,, Levis, Northway

Board returned to open session. No action was taken.

Financial Reports

Director’s Remarks

- \*Part-time 32 employees to full-time
- \*Trails update
- \*Parks Superintendent position update
- \*Chichaqua Bottoms Greenbelt Master Plan process
- \*Water quality planning/monitoring
- \*Bond, charts, graphs, maps coming in future to assist with future decisions
- \*Deputy director position update

Board Chair and Member’s Remarks

- \*Johnson - welcomed Richard Leopold on Board as Director
- \*Cataldo –consolidating both assets, Easter Lake Lodge and Jester Park Conservation Center, in one. Leopold will bring history to next month's agenda.

Adjournment

Meeting adjourned at 7:53 p.m.

Prepared by: Cindy Lentz

Approved: 3/11/15