

Polk County Conservation Board
Polk County Admin. Bldg.
111 Court Avenue, Room 120
Des Moines, IA

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, April 10, 2013. The meeting was called to order at 5:35 p.m.

#1 – Open House

An open house was held from 5:00-5:30 p.m. in honor of Michelle McEnany's time served as a Polk County Conservation Board Member.

#2a – Roll Call

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

#2b – Action on the Minutes of the Previous Meeting(s)

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE MARCH 13, 2013 MEETING MINUTES AS WRITTEN.

VOTE YEA: SMITH, LEVIS, KUROVSKI, JOHNSON

VOTE ABSTAIN: CATALDO

#3 – Consent Agenda

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

A) PCCB MARCH 2013 LIST OF EXPENDITURES;

B) AUTHORIZING PCCB DIRECTOR TO SIGN MEMORANDUM OF UNDERSTANDINGS AGREEMENTS FOR MOWING SERVICES PROVIDED BY PCCB;

C) PURCHASE OF THREE CXT VAULT TOILETS FROM CXT/LB FOSTER COMPANY FOR PLACEMENT AT HIGH TRESTLE TRAIL OASIS, GREAT WESTERN TRAILHEAD PARKING LOT AND EASTER LAKE SHELTER #4 AT A COST OF \$65,500 WITH FUNDS PROVIDED BY THE POLK COUNTY WATER &

LAND LEGACY BOND AND APPROVE THE PCCB CHAIR SIGNING PROPOSAL FORMS;

D) ENTERING INTO A 28e AGREEMENT WITH THE IOWA DEPARTMENT OF NATURAL RESOURCES FOR THE PURPOSE OF IMPROVING WATER QUALITY AND URBAN FISHERIES AT FORT DES MOINES POND AND AUTHORIZES THE PCCB CHAIR TO SIGN THE AGREEMENT WHEN APPROVED BY THE IOWA DEPARTMENT OF NATURAL RESOURCES' NATURAL RESOURCES COMMISSION;

E) ACCEPTING LAND LOCATED AT CHICHAQUA BOTTOMS GREENBELT AS A GIFT FROM THE CITY OF DES MOINES AND AUTHORIZES THE PCCB CHAIR TO SIGN THE DEED AND FURTHER INSTRUCTS STAFF TO RECORD THE COMPLETED DEED WITH THE COUNTY RECORDER;

F) PUBLISHING NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S MAY 8, 2013 (5:30 P.M.) MEETING ON GRANTING AN EASEMENT TO MID AMERICAN ENERGY TO EXTEND ELECTRIC SERVICE NEEDED FOR ELECTRIC PEDESTALS AT JESTER PARK CAMP AREA #2;

G) PURCHASE OF TWO VEHICLES FROM THE VENDORS QUOTED FOR THE TOTAL PACKAGE PRICE NOT TO EXCEED \$57,894.26;

H) RATIFYING ACTION DIRECTING STAFF TO PUBLISH NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S APRIL 10, 2013 (5:00 P.M.) MEETING ON ROAD RESURFACING TO TAKE PLACE OF EASTER LAKE PARK;

I) ACCEPTING ELDER CORPORATION'S BID OF \$640,000 TO COMPLETE THE PROJECT ON THE GAY LEA WILSON GREENWAY TRAIL ACCORDING TO SPECIFICATIONS IDENTIFIED IN THE CONTRACT AND AUTHORIZES THE PCCB CHAIR TO SIGN A CONTRACT WITH THE AFOREMENTIONED COMPANY;

J) LEASING 15 TRAIL HORSES FOR THE 2013 SEASON FROM NOLAN HORSES AT A COST NOT TO EXCEED \$13,000;

K) PRESENTED LIST OF INDIVIDUALS FOR SEASONAL EMPLOYMENT WITH POLK COUNTY CONSERVATION BOARD;

**L) REDUCTION IN THE CONTRACT PRICE WITH HR GREEN FOR WORK ON THE CHICHAQUA BOTTOMS GREENBELT MASTER PLAN FROM \$74,700 TO \$67,700 AND AUTHORIZE THE PCCB CHAIR TO SIGN A CONTRACT WITH DR. SUMMERVILLE AND DRAKE UNIVERSITY IN THE AMOUNT OF \$9,868 TO COMPLETE ECOLOGICAL RESEARCH AT CHICHAQUA BOTTOMS GREENBELT THAT WILL HELP ASSIST WITH THE DEVELOPMENT OF THE MASTER PLAN.
VOTE YEA: CATALDO, SMITH, JOHNSON, KUROVSKI, LEVIS,**

#4 – Public Hearing: Equipment Maintenance Building

Chair Smith opened public hearing on the construction of a 60'x104' pole building with 16' sidewalls for use as an Equipment Maintenance repair building at an estimated cost of approximately \$200,000 to \$225,000.

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

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVES THE PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF A 60'X104' POLE BUILDING WITH 16' SIDEWALLS FOR USE AS AN EQUIPMENT MAINTENANCE REPAIR BUILDING WITH AN ESTIMATED CONSTRUCTION COST OF \$325,000 WITH FUNDING FOR THIS PROJECT PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND.
VOTE YEA: JOHNSON, KUROVSKI, LEVIS, SMITH, CATALDO**

#5 – Equipment Maintenance Building, Award of Bid

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVES PRO-LINE BUILDING CORP. BID OF \$179,500 FOR THE CONSTRUCTION OF AN EQUIPMENT MAINTENANCE BUILDING; APPROVES ASSOCIATED CONSTRUCTION COST ESTIMATES OF \$145,500 FOR A TOTAL PROJECT COST NOT TO EXCEED \$325,000 WITH FUNDING PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND AND FURTHER AUTHORIZE THE PCCB CHAIR TO SIGN CONTRACT DOCUMENTS WITH PRO-LINE BUILDING COMPANY.
VOTE YEA: KUROVSKI, JOHNSON, LEVIS, CATALDO, SMITH**

#6 – Public Hearing & Approval of Expenditure: Easter Lake Road Resurfacing

Chair Smith opened the public hearing on expending approximately \$200,000 on road resurfacing at Easter Lake Park.

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

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE STAFF WORKING WITH POLK COUNTY ENGINEERING DEPARTMENT AND EXPENDING UP TO \$200,000 TO COMPLETE NEEDED REPAIRS TO THREE AREAS AT EASTER LAKE PARK ASPHALT ROADS WITH FUNDING FOR THIS PROJECT PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND.
VOTE YEA: LEVIS, SMITH, CATALDO, JOHNSON, KUROVSKI**

#7 – Architectural/Engineering Services, Award of Contracts

1 – Chichaqua Valley Trail, Snyder & Associates, Inc.

IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE ENTERING INTO A CONTRACT WITH SNYDER & ASSOCIATES, INC. FOR ENGINEERING SERVICES RELATED TO CHICHAQUA VALLEY TRAIL

BRIDGE IMPROVEMENTS PLANNING PHASE AT A COST NOT TO EXCEED \$12,000 WITH FUNDING PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND.

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

2 – Yellow Banks Park Pond Dam Rehabilitation

IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE ENTERING INTO A CONTRACT WITH STANLEY CONSULTANTS FOR ENGINEERING SERVICES RELATED TO THE YELLOW BANKS PARK POND DAM REHABILITATION PROJECT AT A COST NOT TO EXCEED \$44,705 WITH FUNDING PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND.

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

3 – Chichaqua Bottoms Greenbelt Wetlands Design, Stanley Consultants

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE ENTERING INTO A CONTRACT WITH STANLEY CONSULTANTS FOR ENGINEERING SERVICES FOR CHICHAQUA BOTTOMS GREENBELT WETLAND DESIGN PROJECT AT A COST NOT TO EXCEED \$86,476.00 WITH FUNDING PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND.

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

#8 – Beaver Creek Greenbelt, Land Acquisition

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZE THE PCCB CHAIR TO SIGN THE OFFER TO PURCHASE PROPERTY FROM XENIA RURAL WATER LOCATED AT BEAVER CREEK GREENBELT AT A TOTAL PRICE OF \$92,995 WITH FUNDS PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND; DIRECT STAFF TO COMPLETE THE ACQUISITION PROCESS; AND AUTHORIZES THE PCCB CHAIR TO SIGN THE DEED AND STAFF TO RECORD THE SAME.

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

#9 – Camp Creek, Land Acquisition

IT WAS MOVED BY LEVI THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZE THE PCCB CHAIR TO ACCEPT AND SIGN THE TRANSFER OF OPTION-TO-BUY FROM THE IOWA NATURAL HERITAGE FOUNDATION; INSTRUCT STAFF TO PROCEED WITH THE ACQUISITION OF THE RIST/GULLING PROPERTY (49.516 ACRES) LOCATED ADJACENT TO CAMP CREEK AT A TOTAL PRICE OF \$346,612 WITH FUNDS PROVIDED BY THE POLK COUNTY

WATER & LAND LEGACY BOND; AUTHORIZE THE PCCB CHAIR TO SIGN THE PURCHASE AGREEMENT; AND DIRECT STAFF TO SECURE AN EASEMENT TO ALLOW FULL PUBLIC ACCESS ACROSS METRO WASTE AUTHORITY PROPERTY TO THE NEW ACQUISITION.

VOTE YEA: SMITH, JOHNSON, CATALDO, LEVIS

VOTE ABSTAIN: KUROVSKI

#10 – Chichaqua Bottoms Greenbelt, Land Acquisition – Former Shaw Property

IT WAS MOVED BY LEVI THAT THE POLK COUNTY CONSERVATION BOARD AUTHORIZES STAFF TO PAY THE BALANCE DUE OF \$686,189.37 TO THE IOWA NATURAL HERITAGE FOUNDATION (INHF) TO PURCHASE THE FORMER SHAW PROPERTY LOCATED AT CHICHAQUA BOTTOMS GREENBELT FROM THE INHF WITH FUNDS PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND; AUTHORIZE THE PCCB CHAIR TO SIGN THE PURCHASE DOCUMENTS; AND AUTHORIZES STAFF TO EXECUTE THE AWARDED REAP GRANT IN THE AMOUNT OF \$258,860 TO OFFSET SOME OF THE COSTS OF ACQUISITION.

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

#11 – Chichaqua Bottoms Greenbelt, Land Acquisition

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD ACCEPTS THE DES MOINES AIRPORT'S OFFER TO SELL PROPERTY LOCATED AT CHICHAQUA BOTTOMS GREENBELT AT A COST OF \$75,000 WITH FUNDS PROVIDED BY THE POLK COUNTY WATER & LAND LEGACY BOND; DIRECTS STAFF TO PURSUE ACQUISITION; AND AUTHORIZES THE PCCB CHAIR TO SIGN THE REQUIRED DOCUMENTS TO COMPLETE THE ACQUISITION.

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

#12 – West Des Moines Pine Avenue Trail Partnership

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVES POLK COUNTY CONSERVATION BOARD COST SHARING WITH THE CITY OF WEST DES MOINES IN THE CONSTRUCTION OF THE PINE AVENUE TRAIL UP TO \$90,000 USING AVAILABLE RESERVE FUNDS.

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

#13 – Deputy Director & Construction Maintenance Supervisor Positions

IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD RATIFY THE HIRING OF GARY HALBERSMA FOR THE POSITION OF

**CONSTRUCTION MAINTENANCE SUPERVISOR AND RICHARD LEOPOLD FOR
THE POSITION OF DEPUTY DIRECTOR.**

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

#14 – Organizational Review

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION
BOARD APPROVE THE REORGANIZATION CHART AS REVISED.**

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

#15 – Employee Introductions

PCCB employees Chris Clingan, Asst. Park Ranger, and Loren Lown, Natural Resources Specialist, introduced and told a little about themselves to the Board.

PUBLIC COMMENTS
FINANCIAL REPORTS
DISCUSSION & REMARKS

ADJOURNNMENT

The meeting was adjourned at 7:55 p.m.

Prepared by: Cindy Lentz

Approved: 05/08/13