

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

The Polk County Conservation Board met in regular session on Wednesday, August 14, 2013. The meeting was called to order at 5:43 p.m.

### #1 – Roll Call

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

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

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE JULY 10, 2013 MEETING MINUTES AS WRITTEN.  
VOTE YEA: JOHNSON, SMITH, KUROVSKI**

### #2 – Consent Agenda

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

- A) PCCB JULY 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 SEPTEMBER 2013 MEETING FOR THE PURPOSE OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR CAMP CREEK IMPROVEMENTS WITHIN THOMAS MITCHELL PARK;**
- C) STAFF PUBLISHING NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305, THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S SEPTEMBER 2013 MEETING FOR THE PURPOSE OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR POND IMPROVEMENTS WITHIN THOMAS MITCHELL PARK;**
- D) STAFF PUBLISHING NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305, THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S SEPTEMBER 2013 MEETING FOR THE PURPOSE OF APPROVING THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR POND IMPROVEMENTS WITHIN FORT DES MOINES PARK;**
- E) ACCEPTING BID FROM PAUL OVERTURFF FOR THE HARVEST OF STANDING PRAIRIE HAY FROM CHICHAQUA BOTTOMS GREENBELT AS DETAILED IN THE INVITATION TO BID # NR 2013-004 AND FURTHER AUTHORIZES THE PCCB DIRECTOR TO SIGN BID/PROPOSAL FORMS;**

- F) STAFF PUBLISHING NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305, THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S SEPTEMBER 2013 MEETING FOR THE PURPOSE OF ADOPTING A RULE/REGULATION ON THE PROHIBITION OF IMPORTATION OF FIREWOOD (NOTE - A PUBLIC HEARING WAS NOT NECESSARY DUE TO IT DETERMINED THAT PCCB ALREADY HAS EXISTING AUTHORITY);**
- G) PURCHASE OF A 2014 MODEL 4010 KAWASAKI MULE 4X4 FROM ADAMS CYCLES, 631 WEST LINCOLN HWY., NEVADA, IOWA, FOR A PRICE NOT TO EXCEED \$12,852;**
- H) ACCEPTING THE PROPOSAL FOR CHANGE ORDER #1 FROM ELDER CONSTRUCTION FOR \$89,955.20 FOR ADDITIONAL WORK RELATED TO THE CONSTRUCTION OF THE GAY LEA WILSON TRAIL (BETWEEN AURORA AVENUE AND ANKENY) AND AUTHORIZE THE PCCB CHAIR TO SIGN THE CHANGE ORDER AND FUNDING FOR PROJECT WILL BE PAID WITH GRANT FUNDS AND BALANCE PAID WITH PCWLL FUNDS;**
- I) ACCEPTING THE PROPOSAL FROM POLK COUNTY HEATING & COOLING, INC. FOR THE MATERIALS AND INSTALLATION OF THE TWO SEPTIC SYSTEMS FOR THE JESTER PARK CABINS AT A COST NOT TO EXCEED \$23,948 AND FUNDING FOR PROJECT WILL BE PAID WITH PCWLL FUNDS;**
- J) ACCEPTING THE PROPOSAL FROM RCI BUILDERS FOR THE LABOR FOR ROOFING OF THE CABINS AND THE DECK CONSTRUCTION AT A COST NOT TO EXCEED \$23,948 AND FUNDING FOR PROJECT WILL BE PAID WITH PCWLL FUNDS;**
- K) WORKING WITH POLK COUNTY SECONDARY ROADS TO HIRE DES MOINES ASPHALT TO COMPLETE THE PARKING LOT AT THE CHICHAQUA BOTTOMS GREENBELT WILDLIFE OBSERVATION VIEWING DECK FOR A COST NOT TO EXCEED \$54,849 AND FUNDING FOR THE PROJECT WILL BE PAID WITH PCWLL FUNDS;**
- L) HIRING STANLEY CONSULTANTS TO PROVIDE INITIAL ENGINEERING SERVICES TO ADDRESS POND IMPROVEMENTS AT YELLOW BANKS PARK THROUGH FINAL DESIGN & CONTRACT DOCUMENTS FOR A FEE NOT TO EXCEED \$59,400 AND AUTHORIZES THE PCCB CHAIR TO SIGN CONTRACT AND FUNDING FOR PROJECT WILL BE PAID WITH PCWLL FUNDS;**
- M) ACCEPTING THE SUPPLEMENTAL SERVICES PROPOSAL FROM SNYDER AND ASSOCIATES FOR THE MARK C. ACKELSON TRAIL PROJECT, AS DETAILED IN THE PROPOSAL, IN AN AMOUNT NOT TO EXCEED \$154,500 AND AUTHORIZES THE PCCB CHAIR TO SIGN SAME AND FUNDING FOR PROJECT WILL BE PAID WITH PCWLL FUNDS;**
- N) AUTHORIZING STAFF TO SUBMIT A CHICHAQUA BOTTOMS GREENBELT NORTH MARSH ADDITIONS REAP GRANT APPLICATION AND THE PCCB CHAIR TO SIGN THE APPLICATION.**

**VOTE YEA: JOHNSON, SMITH, KUROVSKI**

#3 – Budget Amendment Update FY 2013-14

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE AUGUST 2013 PROPOSED BUDGET AMENDMENT AS SUBMITTED FOR FY 2013-14.**

**VOTE YEA: SMITH, JOHNSON, KUROVSKI**

#4 – Chichaqua Bottoms Greenbelt, Well Replacement Electric

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE HIRING NORTHWAY WELL AND PUMP COMPANY TO PROVIDE BASE ELECTRIC SERVICES TO THE NEW WELL AT A COST NOT TO EXCEED \$11,047.50 AND AUTHORIZES STAFF TO PURCHASE ADDITIONAL SERVICES WHICH INCLUDES INSTALLING A SUBMERSIBLE LEVEL TRANSDUCER AND SURGE ARRESTOR FOR A COST NOT TO EXCEED \$2,375 AND TOTAL COST OF THE PROJECT NOT TO EXCEED \$13,422.50.**

**VOTE YEA: JOHNSON, SMITH**

**VOTE NAY: KUROVSKI**

#5 – Gay Lea Wilson Trail, Trash Dump

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE A CHANGE ORDER WITH ELDER CORPORATION TO DISPOSE OF DEBRIS BURIED BENEATH THE GROUND ON THE GAY LEA WILSON TRAIL RIGHT OF WAY AND REPAIR OF THE SITE FOR A COST NOT TO EXCEED \$65,310 AND AUTHORIZE THE PCCB CHAIR OR DIRECTOR TO SIGN THE APPROPRIATE CHANGE ORDER AND FUNDING FOR THE PROJECT WILL BE PAID WITH GRANT FUNDS AND BALANCE PAID WITH PCWLL FUNDS.**

**VOTE YEA: KUROVSKI, JOHNSON, SMITH**

#6 – Public Hearing: Fort Des Moines – Sewer Easement

Chair Smith declared the meeting to be a public hearing on granting of easements at Fort Des Moines Park for a sanitary sewer connection to the Wastewater Reclamation Authority public sewer system as a part of a Planned Urban Development just west of Studebaker Elementary School on County Line Road.

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

Flaherty, County Asst. Attorney, indicated that the temporary easement needs to be conveyed to the City of Des Moines.

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD DETERMINES THE PROPERTIES DESCRIBED FOR EASEMENT AT FORT DES MOINES PARK WILL NOT INTERFERE WITH PARK PURPOSES AND FORWARDING THE SAME ON TO THE POLK COUNTY BOARD OF SUPERVISORS FOR THE CONVEYANCE OF TEMPORARY AND PERMANENT EASEMENTS TO CITY OF DES MOINES FOR THE PURPOSE OF INSTALLING A SANITARY SEWER CONNECTION TO THE WASTEWATER RECLAMATION AUTHORITY PUBLIC SEWER SYSTEM AS A PART OF A PLANNED URBAN DEVELOPMENT JUST WEST OF STUDEBAKER ELEMENTARY SCHOOL ON COUNTY LINE ROAD.**

**VOTE YEA: JOHNSON, SMITH, KUROVSKI**

#7 – Polk County Conservation, Program Management

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVES AUTHORIZING THE PCCB CHAIR TO SIGN A CONTRACT WITH SHIVE HATTERY TO COMPLETE THE WORK OUTLINED IN THE PROFESSIONAL SERVICES AGREEMENT FOR A FEE NOT TO EXCEED \$20,000 AND FUNDING FOR THE PROJECT WILL BE PAID WITH PCWLL FUNDS.**

**VOTE YEA: KUROVSKI, JOHNSON, SMITH**

#8 – Equipment Purchase: Dump Truck and Forestry Mower

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE ACQUIRING A DUMP TRUCK AND FORESTRY MOWER AT A COST NOT TO EXCEED \$270,000 UTILIZING PCWLL FUNDS.**

**VOTE YEA: SMITH, JOHNSON, KUROVSKI**

#9 – Employee Recent Hires

INFORMATION ONLY.

#10 – Employee Introduction

PCCB Employees Chris Lunan, Natural Resources Technician, and Mark Dungan, Natural Resources Manager, introduced and told a little about themselves to the Board.

Recent new hires Lela Mullen, Equestrian Center Manager; Bryan Fix, Barn Supervisor; and Gary Halbersma, Construction Maintenance Supervisor were introduced to the Board.

#11 – Closed Session, Land Acquisition(s)

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD MOVE INTO CLOSED SESSION (7:26 P.M.) PURSUANT TO IOWA CODE SECTION 21.5(1)(j) TO DISCUSS THE PURCHASE OF PARTICULAR REAL ESTATE BECAUSE PREMATURE DISCLOSURE COULD BE REASONABLY EXPECTED TO INCREASE THE PRICE THE PCCB WOULD HAVE TO PAY FOR PROPERTIES.**

**VOTE YEA: JOHNSON, KUROVSKI, SMITH**

**IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD APPROVE STAFF MOVING FORWARD ON THREE SEPARATE PROPERTIES AS DISCUSSED IN CLOSED SESSION.**

**VOTE YEA: JOHNSON, SMITH, KUROVSKI**

PUBLIC COMMENTS  
FINANCIAL REPORTS

DISCUSSION & REMARKS

- IACCB Fall Conference Reminder
- September 12 Open House – Conservation Center Reminder

ADJOURNNMENT

The meeting was adjourned at 8:10 p.m.

Prepared by: Cindy Lentz

Approved: 9/11/13