

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, February 12, 2014. The meeting was called to order at 5:31 p.m.

#1 – Roll Call

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

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

MOTION: Moved by Smith to approve the January 8, 2014 meeting minutes as written.

VOTE YEA: Levis, Smith, Johnson, Cataldo

VOTE ABSTAIN: Kurovski

#2 – Consent Agenda

George Lentz, Eqpt. Maint. Supt., identified correction to recommendation for item #2b. Item #2b recommendation should indicate if there is no interest in the pull carts by other county conservation boards than carts with some value will be disposed of at the County auction and carts with no value will be scrapped.

MOTION: Moved by Johnson to approve the following consent agenda items and the amendment to item #2b:

- a) January 2014 bill list;
- b) disposal of 38 pull carts from the Jester Park Golf Courses by first offering the carts to any interested county conservation board and, if no interest, approve carts with some value being disposed of at County auction and carts with no value being scrapped;
- c) directing staff to advertise for and proceed with scheduling a public hearing, to be held at the March PCCB meeting, for the purpose of selling the portion of the abandoned UP industrial line between Ankeny and Des Moines, lying within the corporate limits of Ankeny, to the City of Ankeny (Note: public hearing was not held due to documents not being ready);
- d) authorizing the director to sign Memorandum of Understanding agreements for mowing services provided by PCCB;
- e) annual renewal of the three-year contract for cleaning services with Stratus Building Solutions;

- f) purchase of a 2015 Chevy Silverado 3500 HD cab/chassis service truck from Bob Brown Chevrolet for a price not to exceed \$38,830;
- g) purchase of a 2014 Big Tex 25'x5' 45,000# trailer from Thomas Bus Sales, Inc. for a price not to exceed \$22,164.

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

#3 – PCCB Bylaws & Signature Authority

Discussion occurred on signature authority by the Director. Candy Morgan, County Attorney's Office, indicated that when giving the Director authorization to sign a document, the approval and authority should be identified as part of the motion made by the Board. The stamp included with the Director's signature identifies when the Board gave authorization.

MOTION: Moved by Levis to approve the PCCB Bylaws as modified by the county attorney's office.

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

#4 – Strategic Plan, Approval

MOTION: Moved by Johnson to approve the 2014 PCCB Strategic Plan.

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

#5 – PCWLL CY 2013 Net Expenditures / PCWLL Project Update

Carol Ann Carlson, Accountant, reviewed the expenditure report with the Board. The Board identified additional information they would like included on the report. This report will be included monthly with other financial reports.

Mark Dungan, Natural Resources Manager, gave a brief presentation on current PCWLL projects.

Information only. No action necessary.

#6 – Yellow Banks Park, Dam

MOTION: Moved by Smith to approve the Consent to Easement Structure document provided by the U.S. Army Corps of Engineers in relation to the Yellow Banks Park Dam project and approves the Chair to sign said document.

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

#7 – 28E Agreement, Mark C. Ackelson Trail

MOTION: Moved by Levis to approve the 28E Agreement as amended by the Polk County Attorney's Office and approves the Chair to sign the Agreement; and the Board further instructs staff to work with the City of Des Moines Parks and Recreation Department to place the document before the Des Moines City Council and to record the document with the Secretary of State when all parties have signed the Agreement.

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

#8 – 28E Agreement, Easter Lake

MOTION: Moved by Levis to approve an agreement with the Iowa Department of Natural Resources detailing the commitment of \$100,000 in State funding toward the purchase of property near Easter Lake, pending approval by the Polk County Attorney's Office of the document, and approves the Chair signing approved Agreement,

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

#9 – Easter Lake Park – Mark C. Ackelson Trail, Phase II Contract Amendment

MOTION: Moved by Johnson to approve accepting Supplemental Services No. 2 related to the Mark C. Ackelson Trail, Phase II, as proposed by Snyder and Associates at a cost not to exceed \$93,600 and approves the Chair to sign the contract amendment.

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

#10 – The Tomorrow Plan

MOTION: Moved by Levis to approve the Proposed Resolution of Support endorsing The Tomorrow Plan and approves the Chair to sign the Resolution.

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

#11 – Browns Woods, Trails and Amenities

MOTION: Moved by Smith to approve the estimated cost of \$97,920 for the Brown's Woods Trails and Amenities project which will be completed by a combination of contracted services and PCCB staff and paid for with PCWLL funds; and approves the Chair signing a quote agreement with CXT, Inc. for a modern flush men's and women's restroom facility in the amount of \$43,320 as part of this project.

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

#12 – Emerald Ash Borer (EAB) Management Strategy

Dungan spoke on emerald ash borer and the management strategy plan developed.

Public Comments

None.

Discussion Items

None.

ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

Prepared by: Cindy Lentz

Approved: 03/19/14