

**Black Hawk County Conservation Board
Minutes**

The Black Hawk County Conservation Board met on Thursday, December 14, 2023, at 1346 West Airline Highway, Waterloo, IA and via Zoom. The meeting was called to order by Mike Bonser, President, at 5:00 PM.

Roll call members present: Jon McNamee, Mike Bonser, Terri Rogers & Adam Sacquitne.

Unless otherwise noted, all actions were approved unanimously.

Staff Present:

Mike Hendrickson, Executive Director
Cherrie Northrup, Planning Administrator
Karl Kozak, North Unit Ranger
Jim Weimer, Wildlife Conservationist II

Nikki Koelling, Office Manager
Amy Davison, Nature Center Manager
Al Finke, South Unit Ranger

AGENDA

Motion by Rogers, seconded by Sacquitne to approve the agenda. Motion Carried.

MINUTES

Motion by McNamee, seconded by Rogers to approve the minutes of the November 9, 2023 & December 12, 2023, board meetings. Motion Carried.

BILLS

Motion by Rogers, seconded by Sacquitne to approve the bills submitted. Motion Carried.

VISITORS

Heather Prendergast, Assistant County Attorney Michelle Weidner, BHC Finance Director
Amanda Fesenmeyer, BHC Human Resource Director

VISITOR(S) CONCERNS:

None.

PUBLIC HEARING: 5:00PM – CASEY LAKE RESTORATION, FISH HABITAT PHASE

Motion by Rogers, seconded by Sacquitne to open the public hearing for the Casey Lake Restoration, Fish Habitat Phase at 5:01 PM.

No verbal or written comments were received.

Motion by Rogers, seconded by McNamee to close the public hearing at 5:02 PM.

Motion Carried.

RESOLUTION – CONSERVATION CORPS LEASE AGREEMENT RENEWAL – Mike Hendrickson

Motion by Sacquitne, seconded by McNamee to move the following resolution: Black Hawk County Conservation Board approves and authorizes the renewal of the existing lease agreement with the Conservation Corps of Iowa for calendar year 2024 expiring on December 31, 2024. No other changes or amendments will be made to the original lease agreement dated January 27, 2022. A lease agreement renewal document will be executed by signature of both parties and will become an attachment to the original agreement dated January 27, 2022.

AYES: McNamee, Bonser, Rogers, Sacquitne.

NAYS: None.

Resolution adopted.

ADOPTION OF NON-BARGAINING ACCRUAL POLICIES – *Amanda Fesenmeyer*

Motion by Rogers, seconded by McNamee to adopt the Black Hawk County Non-Bargaining Accrual Policy that lays out the accrual plan for vacation, casual days, and sick leave for non-bargaining employees hired before July 1, 2006. Motion Carried.

APPROVE PLANS & SET PUBLIC HEARING, ADMIN OFFICE HVAC – *Cherrie Northrup*

Motion by McNamee, seconded by Sacquitne to table this action until the January 11, 2024, meeting. Motion Carried.

SET PUBLIC HEARING, ADA PLAYGROUNDS – *Cherrie Northrup*

Motion by Rogers, seconded by Sacquitne to authorize setting a public hearing for the ADA Playgrounds at 5:00PM on February 8, 2024, and for staff to release the Notice to Bidders and Notice of Public Hearing when appropriate. Motion Carried.

RESOLUTION – CASEY LAKE RESTORATION, FISH HABITAT PHASE BIDS – *Cherrie Northrup*

Motion by Sacquitne, seconded by Rogers to move the following resolution: Black Hawk County Conservation Board accepts the lowest responsible bid of \$75,200.00 from Hudson Hardware Plumbing & Heating, Inc. for the Casey Lake Restoration, Fish Habitat Phase, and award contract to Hudson Hardware Plumbing & Heating with authorization for the Executive Director to sign the contract documents.

AYES: Sacquitne, Rogers, Bonser, McNamee.

NAYS: None.

Resolution adopted.

RESOLUTION – BISON & ELK HANDLING FACILITY BIDS – *Al Finke*

Motion by Rogers, seconded by McNamee to move the following resolution: Black Hawk County Conservation Board accepts the lowest reasonable bid of \$90,489.00 from J & L Custom Fence, Inc. for the Bison and Elk Handling Facility and award contract to J & L Custom Fence, Inc., authorizing the Executive Director to sign the contract documents.

AYES: Rogers, McNamee, Sacquitne, Bonser.

NAYS: None.

Resolution adopted.

RESOLUTION – BLACK HAWK PARK ASPHALT REPAIR BIDS – *Cherrie Northrup*

Motion by Sacquitne, seconded by Rogers to move the following resolution: Black Hawk County Conservation Board accepts the lowest reasonable bid of \$230.00/C.Y. for present surface material reclaiming, \$260.00/ton of asphalt and \$1,000 mobilization from Aspro, Inc for up to a maximum contract amount of \$50,000.00 to repair various locations on roadways in Black Hawk Park and award contract to Aspro, Inc., authorizing the Executive Director to sign the contract documents.

AYES: Bonser, Rogers, McNamee, Sacquitne.

NAYS: None.

Resolution adopted.

RESOLUTION – ROTARY RESERVE RESIDENCE HVAC QUOTES – *Mike Hendrickson*

Motion by Rogers, seconded by McNamee to move the following resolution: Black Hawk County Conservation Board accepts the lowest reasonable bid of \$7,693.19 from Hudson Hardware Plumbing & Heating, Inc. for purchase & installation of the HVAC system in the Rotary Reserve Residence and award contract to Hudson Hardware Plumbing & Heating, Inc., authorizing the Executive Director to sign the contract documents.

AYES: Bonser, Sacquitne, McNamee, Rogers.

NAYS: None.

Resolution adopted.

RESOLUTION – BEAVER VALLEY WETLAND PIER, PRELIM, ENGINEERING – *Mike Hendrickson*

Motion by Sacquitne, seconded by McNamee to move the following resolution: Black Hawk County Conservation Board accepts the proposal from AECOM for Beaver Valley Wetland Pier Design preliminary engineering services for a Not-To-Exceed Amount of \$20,900 which includes geotechnical services from Terracon and authorize the Executive Director to sign the contract documents.

AYES: McNamee, Bonser, Sacquitne, Rogers.

NAYS: None.

Resolution adopted.

RESOLUTION – APPROVAL OF HISTORICAL/ARCHITECTURAL EVALUATION PROPOSAL OF CVNT BRIDGES – *Cherrie Northrup*

Motion by McNamee, seconded by Rogers to move the following resolution: Black Hawk County Conservation Board accepts the proposal from Tallgrass Archaeology in the amount of \$6,481.14 for historical/architectural evaluation of Cedar Valley Nature Trail bridges and authorize staff to proceed.

AYES: Sacquitne, McNamee, Rogers, Bonser.

NAYS: None.

Resolution adopted.

MEETING DATES SCHEDULE FOR 2024 – *Mike Hendrickson*

The Board was given a copy of the Black Hawk County Conservation Board meeting dates for 2024. No action was taken.

FOREST MANAGEMENT PLANNING – *Jim Weimer*

Jim Weimer, Wildlife Conservationist, gave a presentation to provide an overview of Forest Management Planning and the details that are taken into consideration during plan development. No action was taken.

RESOURCE MANAGEMENT – *Jim Weimer*

Wildlife staff has been busy with CRP & pollinator plantings.

UNIT RANGER REPORTS – *Al Finke/Karl Kozak*

North Unit:

The parks are winterized for the season. Staff has been busy with cutting firewood & cabin rentals. Rory Larsen will be graduating from the Iowa Law Enforcement Academy on December 15th.

South Unit:

A progress report was given on the Casey Lake Restoration Project. The turnout for the Holiday Light Show has been great.

NATURE CENTER REPORT – *Amy Davison*

Woodland Wonderland was last weekend, turnout was great. Staff has been busy with numerous small programs, preparing for spring programming and Maple Syrup Festival planning.

DIRECTORS REPORT – *Mike Hendrickson*

The HVAC system in the Lakeview Lodge was replaced. A written report was submitted.

ANY REPORTS OR INFORMATION FROM THE BOARD

None.

Motion by Sacquitne, seconded by McNamee to adjourn. Motion Carried.

Adjourned 6:16 PM.

NICHOLE KOELLING

DATE