

**Dallas County Conservation Board  
Regular Monthly Meeting  
January 10, 2017**

**Call to Order**

The Dallas County Conservation Board meeting was called to order on Tuesday, January 10, 2017 at 5:30 P.M. at the Forest Park Museum Administration Building in Perry, Iowa by board chair Mark Powell.

**Roll Call**

Present were board members Mark Powell, Nancy DeLong, Jim Miller and Lorinda Inman. Board member Glenn Vondra attended via teleconference at 7:00 P.M. Director Mike Wallace and administrative assistant Sherry James were also in attendance.

**Guests**

None.

**Agenda**

**Action:** Jim Miller moved and Lorinda Inman seconded to approve the agenda as presented. All members present voted "aye", motion carried.

**Interview Firms for Strategic Plan Project**

The following firms individually presented to the Board regarding their proposal for preparation of a Strategic Plan: RDG Planning & Design, Shive-Hattery, Inc., and Snyder and Associates.

**Discuss/Select Firm for Strategic Plan Project**

**Action:** Jim Miller made a motion to select Snyder and Associates as the firm to prepare the Board's Strategic Plan. Lorinda Inman seconded the motion, motion carried.

**Open Forum**

There was nothing presented.

**Consent Agenda**

**Action:** Nancy DeLong moved and Jim Miller seconded to approve the consent agenda items including the December income/expenditure report and the monthly staff reports. All members present voted "aye", motion carried.

**December 13, 2016 Meeting Minutes**

**Action:** A motion was made by Nancy DeLong and seconded by Lorinda Inman to approve the December 13, 2016 board meeting minutes as written. All members present voted "aye", motion carried.

**Paved Crossings Project Change Order from CTI**

Director Wallace reported there were two change orders from CTI to finish the paved crossings projects.

**Action:** Lorinda Inman made a motion to approve change orders 1 & 2 and further approved to pay the invoice for the new contract. Nancy DeLong seconded the motion, motion carried.

**Tyson Trail Relocation Project** – Director Wallace reported that Snyder and Associates is working with them on the trail relocation.

**Special Trail Event Permit Changes**– Mark Powell reported that Jim Miller and Mike Wallace joined him in meeting with some members of the BaCoon committee and the Des Moines Bicycle Club regarding the Special Trail Event Permit. Their main concern is the Hold Harmless Clause. Mr. Powell reported the board’s main concern is to reduce any possible risks.

Action: Lorinda Inman moved and Nancy DeLong seconded to approve the language as revised. All members of the board voted “aye”, motion carried.

**RRVT to HTT Project** – Director Wallace reported donations are coming in for the recent fund raising campaign for the Connector Project. He updated the board on recent conversations with land owners along the proposed route.

**Water Recreation Access Grant Agreement for Booneville Boat Ramp** – Director Wallace reported he had received notification of the awarding of the Water Recreation Access Grant for the Booneville Ramp in the amount of \$43,911. The 25% matching funds has already been funded.

Action: Lorinda Inman moved and Jim Miller seconded to enter into an agreement with the DNR for this DNR Water Recreation Access Cost Share Program. All members present voted “aye”, motion carried.

Director Wallace reported that Dallas County Board of Supervisor Brad Golightly approached him regarding the Greater Des Moines Water Trails & Greenway Plan. Director Wallace reported that Mr. Golightly discussed how the county could be involved with MPO planning and regionalization. Mr. Golightly reported that he would like to participate in conjunction with the plan but, on our county’s own terms. He said through the Conservation Department, Dallas County could more effectively use local dollars to make things happen quicker enhancing county waterways. It was the consensus of the board that they support these efforts, but didn’t want to have any financial obligation.

**Dallas County Foundation Grant Application** – Director Wallace reported the Dallas County Foundation Board has committed to \$60,000 to the Connector Project, in three payments of \$20,000; but asked the Conservation to reapply each year. This year is the final payment.

Action: Jim Miller moved and Glenn Vondra seconded to authorize Director Wallace to apply for the final \$20,000 via the Dallas County Foundation for the Connector Project. All members present voted “aye”, motion carried.

**Farm Rent Agreements** – Director Wallace reviewed the three farm tenants’ agreements. He reported that Todd Reynolds agreement is for three years; Steve Cochran and Ron Godwin were for one year each.

Action: Nancy DeLong moved and Lorinda Inman seconded to approve the farm rent agreements for Cochran and Godwin as written. All members present voted “aye”, motion carried.

**Increase Fee Charged to RRVTA for Administration Work** – Director Wallace reported that the department charges back to the RRVTA for administrative work. He reported that the fee is currently \$30 per hour and is proposing that be increased to \$40 per hour.

Action: Jim Miller moved and Lorinda Inman seconded to approve the rate increase as proposed. All members present voted “aye”, motion carried.

**Remove Land Line Phone from Kuehn Conservation Area** – Director Wallace reported in receiving staff input, the land line phone at Kuehn Conservation Area is not needed. This number is not advertised and with more modern technology, the fax machine is never used either.

Action: Jim Miller moved and Nancy DeLong seconded to cancel the land line phone service at Kuehn Conservation Area. All members present voted “aye”, motion carried.

**Budget** – Director Wallace reported the Board of Supervisors have scheduled January 20<sup>th</sup> for the Conservation Board to present their proposed budget to them.

Action: Lorinda Inman moved and Jim Miller seconded to approve the budget items as presented. All members present voted “aye”, motion carried.

**Election of Officers**

Action: Jim Miller made a motion to nominate Nancy DeLong for Chair and Glenn Vondra for Vice Chair. Lorinda Inman seconded the motion, motion carried.

Action: Mark Powell made a motion to nominate Jim Miller for Secretary/Treasurer. Lorinda Inman seconded the motion, motion carried.

**Other Business**

None.

**Adjournment**

There being no further business to discuss at this time, Lorinda Inman moved and Nancy DeLong seconded to adjourn the meeting at 8:30 P.M. All members present voted “aye”, the meeting adjourned.

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Nancy DeLong, Chairperson

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Date

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Sherry James, DCCB Staff

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Date