To be reviewed
At the June 4, 2018 meeting

Dallas County Conservation Board
Regular Monthly Meeting
May 8, 2018

Call to Order
The Dallas County Conservation Board meeting was called to order on Tuesday, May 8, 2018 at 5:30 P.M. at the Forest Park Museum Administration Building in Perry, Iowa by board chair Glenn Vondra. He requested that Lorinda Inman conduct the meeting.

Roll Call
Present were board members Lorinda Inman, Jim Miller and Mark Powell. Board member Glenn Vondra joined via teleconference. Board member Nancy DeLong was absent. Director Mike Wallace and administrative assistant Sherry James were also in attendance.

Introduction of Guests
Brad Deets, Development Services Director, City of Waukee; Andy Kass, Senior Planner for City of Waukee; and Nick Halfhill, Landmark Development Services were guests.

Agenda
Action: Mark Powell moved and Glenn Vondra seconded to approve the agenda as printed. All members present voted "aye", motion carried.

Open Forum
There was nothing presented.

Consent Agenda
Action: Glenn Vondra moved and Mark Powell seconded to approve the consent agenda items including the April income/expenditure report and the monthly staff reports. All members present voted "aye", motion carried.

April 10, 2018 Meeting Minutes
Action: A motion was made by Mark Powell and seconded by Glenn Vondra to approve the April 10, 2018 board meeting minutes as written. All members present voted "aye", motion carried.

Public Hearing – RRVT to HTT Connection, Phase I Construction Plans, Specifications, Form of Contract and Estimate of Costs
Action: Glenn Vondra moved and Mark Powell seconded to enter into the public hearing, RRVT to HTT Connection, Phase I Construction Plans, Specifications, Form of Contract and Estimate of Costs. All members present voted "aye", motion carried.

Director Wallace updated the board on the Phase I Construction of the Connector. He reported the first Phase will be 1.56 miles starting at 18th Street in Perry and going easterly to 130th Street and is estimated to cost approximately $599,017. All of the parcels are acquired for this section.

Action: Mark Powell moved and Glenn Vondra seconded to close the Public Hearing. All members present voted "aye", motion carried.

RRVT to HTT Connection, Phase I Construction Plans, Specifications, Form of Contract and Estimate of Costs
Action: Mark Powell moved and Glenn Vondra seconded to adopt the Phase I Construction Plans, Specifications, Form of contract and Estimate of Costs as presented. All members present voted "aye", motion carried.

Bids for RRVT to HTT Connection, Phase I Construction
Director Wallace reported there were six bids received for the Phase I Construction project. The bids were opened at a public meeting on Monday, May 7th at 1:00 P.M. Rich Voelker, Snyder & Associates, and the DOT reviewed the bids.

Action: Glenn Vondra moved and Mark Powell seconded to award the bid to Howrey Construction for a cost of $569,399.95 and enter into a contract. All members present voted "aye", motion carried.

Action: Mark Powell moved the board authorize Director Wallace to sign the contract with Howrey Construction on behalf of Dallas County Conservation Board. Glenn Vondra seconded the motion. All members present voted "aye", motion carried.

Construction Engineering Contract, Snyder & Associates for Phase I Construction
Action: Mark Powell moved and Glenn Vondra seconded to approve the Agreement with Snyder and Associates for the scope of services engineering services for Phase I Construction not to exceed $29,900. All members present voted "aye", motion carried.

Quotes for New ATV
Action: Jim Miller moved and Mark Powell seconded to approve a quote from Van Wall Implement for a new John Deere Gator with $1,500 trade-in for the 2008 JD Gator in the amount of $13,938.07 as well as $854.93 for a removable windshield. All members present voted "aye", motion carried.

City of Waukee, RRVT Access Development – Brad Deets, Development Services Director, City of Waukee presented to the board in response to their request from the April meeting for additional information. He reported that the City of Waukee was requesting consideration for two street crossings.

It was the consensus of the board for the City of Waukee to move forward and submit a proposed design to Director Wallace for distribution to the board.

Set Time and Date for Public Hearing and Bid Letting on New Maintenance Building at Forest Park Museum
Action: Mark Powell moved and Jim Miller seconded to set 5:30 P.M. at the June Conservation Board meeting for Notice of Public Hearing and 5:30 P.M. at the July Conservation Board meeting for the bid letting for the new maintenance building at Forest Park Museum. All members present voted "aye", motion carried.

Outreach Coordinator Job Description
Action: Jim Miller moved and Mark Powell seconded to approve the job description of the part-time Outreach Coordinator position as written. All members present voted "aye".

Request for Above Ground Pool by Renter of Forest Park House – Director Wallace reported that the current tenant of the Forest Park Resident requested an above ground swimming pool.

Action: Mark Powell moved and Glenn Vondra seconded to decline the request for the swimming pool. All members present voted "aye", motion carried.

Adjust Facility and Rental Fees
Director Wallace reported that the online reservation system does not allow two different rental prices on the same day, so it was not possible to offer weekend packages or weekly rates.

Action: Mark Powell moved and Jim Miller seconded to adopt the proposed rates for online reservations. All members present voted "aye", motion carried.

Additional Shelter House at Dawson Depot
Director Wallace reported that the City of Dawson requested to have an additional shelter house located to the east of the depot for additional resting.

Action: Jim Miller moved and Mark Powell seconded to preliminarily approve the shelter house location east of the bike racks at the Dawson Depot. All members present voted "aye", motion carried.

Concrete Slab for Open Shelter House at Sportsman Park
Director Wallace reported the open shelter house at Sportsman Park is almost completed. Staff will be completing the concrete slab this week.

Action: Mark Powell moved and Glenn Vondra seconded to authorize the use of REAP dollars to finish the project if necessary. All members present voted "aye", motion carried.

Booneville Boat Ramp
Director Wallace reported this was a board informational item. There has been a change of land ownership that joins the Booneville Boat Ramp.

Change in Overtime/Compensation Time Policy by the County
Director Wallace reported that the Board of Supervisors revised the Employee Hand Book regarding compensation hours. Beginning July 1, 2018, employees may earn a maximum of 40 hours of comp time in a fiscal year. Additional overtime hours must be paid rather than earning as comp time for the remainder of the fiscal year. It was the consensus of the board to take no action at this time.

RRVT to HTT Connector Project – Director Wallace updated the board on grants that have been submitted for the Connector Project. There was board discussion regarding a ribbon cutting ceremony when the project begins.

Budget – Nothing to discuss.

Change June Board Meeting Location to be held at Kuehn Conservation Area
Director Wallace requested a change of location for the June board meeting to the Kuehn Conservation Area to view the area in anticipation of a new lodge.

Action: Jim Miller moved and Mark Powell seconded to change the location of the June Board meeting to the Kuehn Conservation Area. All members present voted "aye", motion carried.

Other Business – Director Wallace reported with the CIRTPA Grant, other grant dollars, left over paved crossing funds and the Board of Supervisors, the trail overlay should be able to be completed.

Due to scheduling conflicts, the June Board Meeting was scheduled for Monday, June 4 at 5:30 P.M.

Adjournment

There being no further business to discuss at this time, Mark Powell moved and Jim Miller seconded that the meeting be adjourned at 7:15 P.M.

Glenn Vondra, Chair — Date: 6-4-18

Sherry James, DCCB Staff — Date: May 30, 2018