

**Dallas County Conservation Board
Regular Monthly Meeting
June 4, 2018**

Call to Order

The Dallas County Conservation Board meeting was called to order on Monday, June 4, 2018 at 5:30 P.M. at the Kuehn Conservation Area, Earlham, Iowa by board chair Glenn Vondra.

Roll Call

Present were board members Glenn Vondra, Jim Miller, Lorinda Inman, Nancy DeLong and Mark Powell. Director Mike Wallace and administrative assistant Sherry James were also in attendance.

Introduction of Guests

Andy Kass, Senior Planner for City of Waukee; Rudy Koester, Assistant Public Works Director of Waukee and Nick Halfhill, Landmark Development Services were guests.

Agenda

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

Open Forum

There was nothing presented.

Consent Agenda

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

May 8, 2018 Meeting Minutes

Action: A motion was made by Nancy DeLong and seconded by Jim Miller to approve the May 9, 2018 board meeting minutes as written. All members present voted "aye", motion carried.

Public Hearing – Proposed Maintenance Building at Forest Park

Action: Mark Powell moved and Lorinda Inman seconded to enter into the public hearing for a proposed maintenance building at Forest Park. All members present voted "aye", motion carried.

Director Wallace reported the board is considering a 100' X 50' building with 3 overhead doors and concrete floor. He suggested scheduling bids for the August meeting. There was no one from the public in attendance for the public hearing.

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

City of Waukee, RRVT Access Development

Andy Kass, Senior Planner for City of Waukee and Rudy Koester, Assistant Public Works Director of Waukee gave a presentation on the Stratford Crossing project with NW Sunrise Drive for their new development. There was board discussion on the "Hawk" Signal for safer crossing and underpasses versus overpasses. Waukee requested some easements for construction in Plats 3 and 4 of the development for temporary grading, utilities, etc. Director Wallace reported that the county attorney will review the easements.

It was the consensus of the board to receive all answers to their questions for both Highway 6 crossing and Stratford crossing before any action is taken on them individually.

Mr. Kass reported that he will meet with their staff for additional information and a special board meeting may possibly be scheduled.

Quit Claim Deed Waukee Trailhead to the City of Waukee

Director Wallace reported that Brad Deets, Waukee City Development Services Director, had prepared a Quit Claim Deed and the board had previously acted on this project.

Pickup Topper Quotes

Director Wallace reported that he received quotes from two companies for a pickup topper.

Action: Jim Miller moved and Lorinda Inman seconded to accept the bid from Hawkeye Truck and Equipment for \$1,889. All members present voted "aye", motion carried.

Van Quotes

Director Wallace reported that he received three quotes for a new Van.

Action: Mark Powell moved and Nancy DeLong seconded to approve a quote from Bob Brown Chevrolet in the amount of \$26,859 including the trade-in of the 2004 van. All members present voted "aye", motion carried.

State Recreational Trail Grant Application Resolution

Action: Jim Miller moved and Mark Powell seconded to approve the resolution authorizing the application for the State Recreational Trail Grant. All members present voted "aye", motion carried.

Bridge Repair on RRVT

Director Wallace presented pictures of a trail bridge north of Redfield in need of repair. He reported that Snyder and Associates will review the damages and present a proposal recommendation at a later date.

Dawson Depot Shelter House Project

Director Wallace updated the board regarding the shelter house at the Dawson Depot. He reported that the Dawson City Council approved the purchase of the shelter for \$14,093. The concrete slab will cost approximately \$1,800. DCCB staff will construct the shelter and continue any maintenance in the future.

Proposed Wages/Salaries Effective July 1, 2018

Director Wallace presented the recommended employee wage increases for the 2018-19 year.

Action: Lorinda Inman moved and Nancy DeLong seconded to accept the proposed employee wage increases as presented. All members present voted "aye", motion carried.

Discuss Proposed Kuehn Conservation Area Lodge/Shelter House

Director Wallace reported that the next year's budget will have funds to start the process for a consultant or architect for a Lodge/Shelter House for the Kuehn Conservation Area. Director Wallace then showed the board the general proposed location for the facility.

RRVT to HTT Connector Project

Director Wallace reported that the contractor has started work on Phase I Construction of the connector project. The contractor has reported that he is confident that they will be pouring Phase I, the first 1.5 miles in July.

Budget – Nothing to discuss.

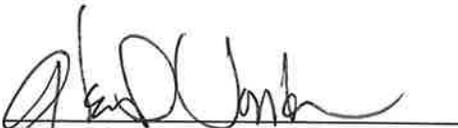
Other Business – Director Wallace reported the department is in the process of hiring a part-time Outreach Coordinator. Interviews will be in mid-June, with an anticipated start date of July 2nd.

Director Wallace reported that a resident stopped in and is working on estate planning and considering a property donation to the DCCB.

Adjournment

There being no further business to discuss at this time, Jim Miller moved and Mark Powell seconded that the meeting be adjourned at 7:40 P.M.

Following the meeting, the board toured around Kuehn Conservation Area.



Glenn Vondra, Chair

July 10, 2018
Date



Sherry James, DCCB Staff

June 11, 2018
Date