

**Dallas County Conservation Board
Regular Monthly Meeting
April 14, 2020**

Following the Governor's Emergency Public Health declaration in response to the current COVID -19 situation, this meeting was held electronically.

Call to Order

The Dallas County Conservation Board meeting was called to order on Tuesday, April 14, 2020 at 5:30 P.M. by board vice-chair Nancy DeLong.

Roll Call

The following board members connected via teleconference: Mark Powell, Keith Troester, Marlen Kemmet and Nancy DeLong. Director Mike Wallace and Administrative Assistant Sherry James were in attendance. Board member Lorinda Inman joined the meeting at 5:45 P.M.

Introduction of Guests

Jim Caufield, ThePerryNews.com, was connected electronically.

Agenda

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

Open Forum

There was nothing presented.

Consent Agenda

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

March 10, 2020 and March 18, 2020 Meeting Minutes

Action: A motion was made by Marlen Kemmet and seconded by Mark Powell to approve the March 10, and March 18, 2020 board meeting minutes as written. All members present voted "aye", motion carried.

Adopt-A-Trail Program Application

Action: Marlen Kemmet moved and Mark Powell seconded to approve the Adopt-A-Trail application from the Rough Roses Girl Scout Troop from Van Meter for the section of the trail from First Street in Redfield to Linden Road. This was recommended by Curt Cable, Conservation Board Deputy. All members present voted "aye", motion carried.

HRDP Grant Application to Digitize Audiovisual Material Located at Forest Park Museum

Director Wallace presented a grant application to have some digitized audiovisual material completed for the museum. The estimated project is \$13,770.80. This grant requires \$3,000 cash match and that is already available from a private donor; the grant application amount is \$10,770.80.

Action: Lorinda Inman moved and Marlen Kemmet seconded to approve the HRDP grant application to digitize audiovisual material located at Forest Park Museum. All members present voted "aye", motion carried.

Final Change Order Phase I Construction Connector Project with Howrey Construction

Director Wallace presented the final change order for Phase I Connector Project with Howrey Construction for a decrease in \$34,073.67 due to less material used.

Action: Keith Troester moved and Marlen Kemmet seconded to approve the final Change Order/Retainage Release Phase I construction for the connector project with Howrey Construction as presented. All members present voted "aye", motion carried.

Phase I Construction Grant Close Out Documents

Director Wallace presented a DOT document for closing the Phase I construction.

Action: Marlen Kemmet moved and Keith Troester seconded to approve the Certificate of Completion and Final Acceptance of Agreement work form for Howrey Construction for the Phase I Trail Construction-Connector Project. All members present voted "aye", motion carried.

Public Hearing – Approval of Specifications, Form of Contract, Construction Plans, and Estimate of Costs for Middle Raccoon River Bank Erosion FEMA Project

Action: Mark Powell moved and Lorinda Inman seconded to open the public hearing for discussion on the Middle Raccoon River Bank Erosion FEMA project. All members present voted "aye", motion carried.

No one from the public participated.

Director Wallace reviewed the erosion of the Middle Raccoon River from 2019 spring floods.

Action: Lorinda Inman moved and Marlen Kemmet seconded to close the public hearing. All members present voted "aye", motion carried.

Action: Lorinda Inman moved and Marlen Kemmet seconded to approve the specifications, form of contract, construction plans, and estimate of costs for Middle Raccoon River Bank erosion FEMA project. All members present voted "aye", motion carried.

Set Time and Date for Bids for Middle Raccoon River Bank Erosion FEMA Project

No action was taken.

Change Order #1 KCL/Denovo Contract for RRVT Lighted Bridge Project in Adel

Action: Lorinda Inman moved and Marlen Kemmet seconded to approve the KCL/Denovo change order for the RRVT lighted bridge project in Adel.

Action: Lorinda Inman moved and Marlen Kemmet amended the motion to include "contingent upon Adel providing a written acknowledgement for covering all costs of the entire contract". All members present voted "aye", motion carried.

Utility Easements and Fees for CenturyLink and Arvig Projects

Action: Mark Powell moved and Keith Troester seconded to accept the offer for the fee/donation of \$500 from each CenturyLink and Arvig and recommend the approval of an easement contingent upon the County Board of Supervisors and the county attorney's approval. All members present voted "aye", motion carried.

Request for Salary Exception for New Natural Resource Technician

Director Wallace reported an offer has been extended for the Natural Resource Technician position left vacant with Doug Menz's resignation. The individual is a current Dallas County Secondary Roads

employee. The offer is above the mid-point of the county pay scale and needs Conservation Board approval. The salary is in the budget.

Action: Marlen Kemmet moved and Lorinda Inman seconded to approve the request for salary exception for the new Natural Resource Technician as presented. All members present voted "aye", motion carried.

Covid-19 Impact on the DCCB

Director Wallace reviewed the current status of the parks, facilities, programs for Conservation in accordance with the current Governor's Proclamation. He reported a couple of staff members are working from home and other staff are staying requested distancing and not riding together in vehicles.

Trail Event Application – BaCoon ride

Director Wallace reported the BaCoon trail event application for June 20th is still being planned at this time.

Action: Mark Powell moved and Keith Troester seconded to approve the trail event application for BaCoon ride subject to the Governor's proclamation if closures are extended. The following board members voted "aye": Powell, Troester, Kemmet. The following board members voted "nay": Inman and DeLong. Motion carried.

City Sewer Connection Project at Forest Park Museum

Director Wallace reported the board approved a proposal for a local contractor to hook up the city sewer from the Forest Park buildings and the rental house in the fall of 2018. The contractor has not started the project.

Action: Marlen Kemmet moved and Mark Powell seconded to authorize Director Wallace to get another quote so the project can be completed in a timely manner. All members present voted "aye", motion carried.

RRVT to HTT Project

Director Wallace reported a preconstruction meeting was held for Phase II construction and Howrey Construction plans to start mid-May. The field tile project along the Phase II area has been completed, the old fence has been removed and the fencing company is planning to do their project soon.

The overlay and bridge project between Adel and Redfield is progressing on schedule.

Budget

Nothing on current budget.

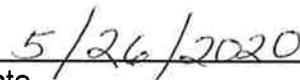
Other Business

Nothing.

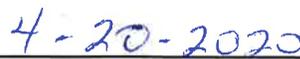
Adjournment

There being no further business to discuss at this time, Mark Powell moved and Marlen Kemmet seconded to adjourn the meeting at 6:45 P.M.


Lorinda Inman, Board Chair


Date


Sherry James, Administrative Assistant


Date