

CLAYTON COUNTY CONSERVATION

BOARD MINUTES

June 11, 2019

**CALL TO ORDER**

The regular meeting of the Clayton County Conservation Board was held Tuesday, June 11, 2019 at Osborne. Chairman, Gary Kregel, called the meeting to order at 6:07 p.m. Other members present were Marilyn Lenth, Daryl Landsgard, and Larry Stone. Staff present was Jenna Pollock, Director. Guest in attendance was Mike Steuck, Iowa DNR NEIA Fisheries Supervisor.

**AGENDA**

Landsgard made a motion to approve the agenda, second by Lenth, unanimous approval. Passed.

**MINUTES**

Landsgard made a motion to approve the April 9 meeting minutes, second by Lenth, unanimous approval. Passed.

Lenth made a motion to approve the April 25 meeting minutes, second by Stone, unanimous approval. Passed.

**NEW BUSINESS**

1. Consider Salary Approval for FY2020- Pollock dispersed the wage certifications for FY2020 draft. The certifications reflected a roughly 2.5% salary increase for full-time permanent employees. Kregel reminded the board that the proposed salary increases reflected the discussion last year to increase Slocum’s pay for his considerable contributions in natural resource management, as reflected in his position upgrade mid FY19, extensive efforts in interpretation, and grant awards to the CCCB.

Employee	Yearly Wage	Hours	Hourly Wage (Base)	Biweekly Wage
<b>SALARIED</b>				
Jenna Pollock	48,694.88	x	23.41	1,872.88
Molly Scherf	39,100.88	x	18.80	1,503.88
Tucker Anderson	45,390.28	x	21.82	1,745.78
Jay Farmer	41,019.68	x	19.72	1,577.68
Kenneth Slocum	41,537.60	x	19.97	1,597.60
Abbey Harkrader	42,576.04	x	20.47	1,637.54
Tammie Kraus	33,941.44	x	16.32	1,305.44
<b>HOURLY</b>				
Deron Hakert			16.30	0.00

Landsgard made a motion to approval the wage certifications for FY2020, second by Lenth, unanimous approval. Passed.

2. *Motor Mill Trail Update*- Pollock recommended to the Board that we advise Iowa DOT of a desire to re-let the Motor Mill Trail Project in January 2020. Pollock will also notify the Iowa DOT that no further pre-engineering is needed on the project and that the existing pre-engineering contract with Fehr-Graham has been fulfilled by the June 30, 2019 deadline per federal highway requirements.

**OLD BUSINESS**

1. *Consideration of Big Spring Campground Management Agreement*- Mike Steuck with the Iowa DNR reviewed the proposed agreement with the Board to consider management of the 2.1 acre campground at Big Spring. Steuck advised the Board of future riverbank work that went to bid and should be completed by September 2019. The agreement spans 24 years, expiring December 31, 2043, or if either party elects to terminate before the date for reasonable cause.

Stone inquired about hunting access, commercial use clause, and camping rates and fees. Landsgard made a motion to enter the management agreement, second by Lenth, unanimous approval. Passed. The Chairman signed two copies of the agreement.

2. *Consider Approval for the UMGC Grant Application*- Pollock advised the Board that CCCB was invited to complete the full UMGC Grant Application for 2019 for the Pony Hollow Trail Extension Project with a financial request of \$45,000 to benefit the overall project. Pollock also advised that Scherf is working on the full application. Lenth made a motion to support the application, second by Stone, unanimous approval. Passed.

3. *Consider Approval of 4 Post-flood Project Bids*- Pollock shared information with the Board regarding the 1 debris removal, and 3 riverbank stabilization projects from March 2019 flooding that impacted the Elkader watershed protection area, Frieden’s Park, and Turkey River Park. The Board received 3 bids.

<b>Project Type &amp; Location</b>	<b>Contractor: Ethan Koehn</b>	<b>Contractor: Keppler Custom</b>	<b>Contractor: Matt Construction</b>
CAT A- Debris Removal Elkader Wetland Site	\$2,000	\$850	\$6,900
CAT G- Riverbank repair Frieden’s Park	\$20,040	\$13,590	\$36,835
CAT G- Riverbank repair Turkey River Park (West of creek)	\$2,760	\$7,350	\$19,600
CAT G- Riverbank repair Turkey River Park (East of creek)	\$5,400	\$9,740	\$25,730
<b>TOTAL</b>	\$30,200	\$31,530	\$89,065

Lenth made a motion to award the 4 post-flood projects to the lowest responsible bidder for each project, second by Landsgard. Discussion was held regarding concerns that the riverbank repair bids did not cover the specified amount. Pollock advised that she would draw up the contracts for each project and meet with each contractor to make sure they could cover the entirety of the project as specified in the bid. Unanimous vote to award projects to the lowest bidders. Passed.

4. Consider Approval of Motor Mill Canoe Access Improvement Bids- The Conservation Board received one bid for the project from Keppler Custom Hire LLC in the amount of \$12,970. Stone made a motion to award the contract to Keppler Custom Hire LLC, second by Landsgard. Kregel inquired about the status of the Millville and Osterdock Accesses. Pollock updated the Board per her phone call with Nate Hoogeveen on 6.11.2019 that the DNR was “out of money” on the project and would not be able to complete the engineering on the Millville access or provide any assistance at Osterdock. Kregel called for a vote, unanimous approval. Passed.

5. Consider Approval of the RC&D REAP Grant Contract- Pollock informed the Board of the Turkey River Recreational Corridor’s large infrastructure grant per contract, and that the TRRC was in support of a REAP Grant for the Motor Mill Trail project in 2020. The TRRC would pay the \$1,000 grant writing fee and Conservation, if awarded, will pay the RC&D 2% of the grant award. Landsgard made a motion to approve the contract, second by Lenth, unanimous approval. Passed.

6. Consider Boy Scouts of America Display Stand request (2.5x1x4’)- Pollock shared the emailed request with the Board and her concerns that if each agency wanted to house a display of this size in the Nature Center we would run into a spatial issue. The Board discussed the materials requested to be shared. Lenth made a motion to allow the Boy Scouts to display their brochures in CCCB’s existing racks, second by Stone. Unanimous approval. Passed.

#### **UPCOMING PROGRAMS/EVENTS**

June 14	Nature Kids
June 20	OWLS-McGregor Wildlife School
July 12	60 Years as a Conservation Board Cookout

#### **Director’s Report/Updates/Communications**

Pollock requested the Board review the County’s Motor Vehicle Policy before the next meeting. The Motor Vehicle Policy along with a vehicle inventory was emailed to each Board Member.

#### **ADJOURNED**

Lenth made a motion to adjourn the meeting about 7:50 p.m., second by Stone, unanimous approval. Passed.

**NEXT MEETING**            July 9, 2019 2pm at Becker West Wildlife Area Parking Lot.