



DUBUQUE COUNTY CONSERVATION BOARD
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Brian Preston, Director
Board Members:
Pat Rea
Jay Wickham
Stacy Conforti
George Davis
Jackie Kehr

AUGUST 18, 2022 MEETING MINUTES

ROLL CALL: Meeting was called to order by Pat Rea at 4:01 P.M.

In person meeting at the Swiss Valley Nature Center with a Zoom link,

<https://us06web.zoom.us/j/87130269817?pwd=VzZKTEJGUeJiZDZuLzhYWDBJWEIpdz09>

Meeting ID: 871 3026 9817, Passcode: 948746

Board Members Present: Pat Rea, Jackie Kehr and Stacy Conforti. Zoom: Jay Wickham.

Absent: George Davis

Staff Members Present: Brian Preston, Megan Willenbring, Carsen Bellis, Luke Wagner and Lisa Schroeder.

PUBLIC INPUT:

Dave Schneider, Schneider Land Surveying, 906 1st St NW, Farley, IA 52046 and Mel Christensen, Sherrill United Methodist Church. They would like some guidance on what it would take to be added to the Conservation Board agenda for September. Sherrill Methodist Church membership has started to decrease and they want to make plans for the future. The land is zoned C1, the Conservation Board serves as an advisory board for Zoning. Christensen said one main reason for this process is to maintain better parking and access to the cemetery. Schneider said that 9 small parcels existing and looking at reconfiguring them to be sold off possibly as lots in the event the church needs the money. No formal action may be taken at this time. We will add to the September agenda.

APPROVAL OF MEETING MINUTES:

Motion to approve the July 28, 2022 meeting minutes as presented was made by Kehr and seconded by Conforti. Motion carried.

EAGLE SCOUT PROJECT PROPOSAL:

Collin Pollock, 1016 4th Ave SE, Dyersville, IA 52040, Troop 60. Replace gravel and update the workout equipment along the Heritage Trail by Dyersville. With approval adding a few more benches along the Dyersville area of the Heritage Trail. Preston complimented Pollock on bringing his own ideas and thoughts to his Eagle Scout project. Rea thought the benches were a nice idea but keeping the benches uniform to what we currently have would be nice. Kehr brought up planting a tree by the benches for shade and possibly the troop maintaining the benches and trees by making sure they are watered after being planted. Depending on how fund raising goes, would like to complete this project before winter. Motion to approve Collin Pollock's Eagle Scout Project was made by Conforti and seconded by Kehr. Motion carried.

SPECIAL EVENT PERMIT APPLICATION:

Northeast Iowa Council BSA, Cub-A-Ree, October 15th Swiss Valley Park. Require pavilions and power from the pavilions. Preston will finalize the layout with them. Motion to approve the special event permit for the Northeast Iowa Council BSA at Swiss Valley Park was made by Kehr and seconded by Conforti. Motion carried.

ADOPTION OF DUBUQUE COUNTY DRUG & ALCOHOL TESTING POLICY – FMCSA EMPLOYEES:

This policy is effective as of 08/08/2022. It is the intent to comply with all U.S. Department of Transportation rules and regulations (49 CFR Part 40), the Drug Free Workplace act of 1988, the Americans with Disabilities Act and the Family and Medical Leave Act. The goal of Dubuque County's policy and testing of employees is

to ensure a drug and alcohol free work environment, and to eliminate drug and alcohol related accident, injuries, fatalities, and property damage. Motion to adopt the Dubuque County Drug & Alcohol testing policy was made by Conforti and seconded by Kehr. Motion carried.

PROFESSIONAL SERVICE AGREEMENT FOR IPC:

Agreement between Dubuque County Conservation and WHKS & Co. for professional services relating to a parking lot and conceptual layout of the plans for future design at Interstate Power Forest Preserve. The project consists of survey and civil design services for a 15 stall paved parking lot and layout for a restroom and changing room and a bioswale on the downhill side of the parking lot. WHKS will prepare two conceptual layouts for review. This project was budgeted for FY2022 for \$75,000.00. Motion to approve professional service agreement for IPC with WHKS & Co. was made by Kehr and seconded by Conforti. Motion carried.

PROFESSIONAL SERVICE AGREEMENT FOR BANKSTON POND:

Agreement between Dubuque County Conservation and WHKS & Co., for professional services relating to the project described as Bankston Park Pond restoration and ADA Loop. Pond Restoration estimated at \$17,700.00 and ADA Loop estimated at \$15,800.00. After board discussion it was determined the ADA loop was priority along with public input. Preston said he plans to apply for grants to help with the cost of this project. Motion to approve professional service agreement for Bankston Park Pond restoration and ADA Loop with WHKS & Co., was made by Conforti and seconded by Wickham. Motion carried.

MUD LAKE HVAC:

Needs to be replaced, has exceeded its life expectancy. The home at Mud Lake is a manufactured home. The heating and cooling equipment is located in a closet. There are only two manufacturers that design units for manufactured homes. We were able to get three quotes from the following companies; Rausch Service Center for \$5,965.00, Advantage Sheet Metal for \$5,750.00 and Element Heating & Cooling LLC for \$6,955.00. Motion to approve replacing the HVAC at Mud Lake for \$5,750.00 thru Advantage Sheet Metal was made by Conforti and seconded by Kehr. Motion carried.

AWARD BID FOR HERITAGE TRAIL BANK STABILIZATION AND FENCE REMOVAL WEST OF PERU RD:

Were unable to obtain maps and diagrams for the bid specifications. We will have bids posted on the website and due back before the September board meeting. We will still have enough time for the project to be completed this fall. Motion to approve soliciting bids for Heritage trail bank stabilization west of Peru Rd and fence removal was made by Conforti and seconded by Davis. Motion carried.

ELECT A NEW CONSERVATION BOARD MEMBER TO THE REAP COMMITTEE:

Rea announced this would be his last year on the Conservation Board. REAP committee meets once a year. Next REAP meeting is scheduled for August 7, 2023 at 1:00 PM at the Dubuque County Courthouse. Motion was made by Conforti to nominate Jackie Kehr to the REAP Committee and seconded by Wickham. Motion carried.

PUBLIC INPUT:

None

STAFF REPORTS:

DIRECTOR REPORT: Introduced Carsen Bellis, new resident ranger at Swiss Valley at the beginning of the meeting. Very busy month. Bowstring parking lot complete. Slippershell mussel were found in Lytle Creek by Bowstring. Swiss Valley Nature Center had another bad water test. Met with DNR inspector and will be adding a UV light filter. This has to be done before the third strike. Struggling to keep up on maintenance and additional projects. Mowing reduction signs ordered. Working on getting electricity in at the Miller Cabin. Doors will be replaced tomorrow. Working on concrete ramp and sidewalk that is ADA compliant. Golf play at Fillmore continues to be strong.

NATURALIST REPORT: Megan Willenbring gave an update on summer camps and programs. July; 1,561 and expected for August; 360. Summer camps will be ending and a couple of weeks before school groups will be starting. We were able to off more summer camps with two nature centers this

year total participants 1,782. Upcoming events for September; Yoga and Wine at Whitewater Canyon, Sunset Paddle, Monarch Tagging, and Heritage Classic Days. In September, 5th grade Outdoor Adventures returns.

PARK RANGER REPORT: Luke Wagner, Resident Park Ranger at Mud Lake. Updates on 264 hours patrolled and 50 total calls of service. The rangers helped with the security at the Field of Dreams during the MLB game and events. Working around vehicles shortages. Signing up exhibitors for the fall conference, Heritage Trail discrete recovery, fixing mowers trimmers and tractor. Routine maintenance. End of September Hunters safety course.

OLD BUSINESS:

Fall Conference registrations will be wrapping up next week. Ordered navy polo's for staff and board members to wear during the conference. Pre-conference events filling up. We will have to cancel archery, only two people signed up. We will offer a ½ day or full day tour of Dubuque County on Thursday of the conference. Kehr asked about the safety of the stream crossing at Swiss Valley Park? Any thoughts or alternative areas for children to play? Preston said possible a side walk down further to the stream, encouraging a better access point. Signs might be an options.

APPROVAL OF BILLS:

Motion to approve the August 2022 payables was made by Conforti and seconded by Kehr. Motion carried.

NEXT MEETING:

Thursday, September 22, 2022 at 4:00 P.M.

ADJOURN:

Motion to adjourn was made by Kehr and seconded by Conforti. Motion carried and meeting adjourned at 5:39 P.M.

DUBUQUE COUNTY CONSERVATION BOARD MEMBER