



DUBUQUE COUNTY CONSERVATION BOARD

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Brian Preston, Director

Board Members:

Pat Rea
Jay Wickham
Stacy Conforti
George Davis
Jackie Kehr

NOVEMBER 17, 2022 MEETING MINUTES

ROLL CALL: Regular monthly meeting was called to order by Pat Rea at 4:02 P.M.

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

<https://us06web.zoom.us/j/84302963038?pwd=Ny9KdlpGaDNIWS9BSWthOE9paXpYQT09>

Meeting ID: 843 0296 3038 Passcode: 915772

Board Members Present: Pat Rea, George Davis, Jackie Kehr and Jay Wickham(4:05 PM). Zoom: Stacy Conforti

Staff Members Present: Brian Preston, Nate Sisler, Jason Denlinger, Kaytlan Moeller and Lisa Schroeder.

PUBLIC INPUT:

None

APPROVAL OF MEETING MINUTES:

Amended the spelling of Ryan to Ry. Motion to approve the October 20, 2022 meeting minutes as amended was made by Davis and seconded by Kehr. Motion carried.

PUBLIC HEARING ON PLANS & SPECIFICATIONS FOR CATFISH CREEK RESTORATION PHASE 2:

Motion to open the public hearing for plans and specifications for Catfish Creek Restoration Phase 2 was made by Davis and seconded by Kehr. Motion carried.

No public comments were made.

Motion to close the public hearing for plans and specifications for Catfish Creek Restoration Phase 2 was made by Davis and seconded by Wickham. Motion carried.

PUBLIC HEARING ON PLANS & SPECIFICATIONS FOR IPC TRAILHEAD:

Motion to open the public hearing for plans and specifications for IPC Trailhead was made by Davis and seconded by Kehr. Motion carried.

Travis Freese, Engineer for WHKS gave an overview of the plans for IPC Trailhead. The parking lot will be asphalt with a wider driving lane and larger parking spots. Jim Roling, President of the Dubuque County Friends Group, 1160 Mt. Loretta Ave., Dubuque, IA 52003 asked why asphalt and not permeable pavers? Freese said it was recommend to have a bioswale at the end of the parking lot which would reduce the run off and the swale will have native plants. Motion to close the public hearing for plans and specifications for IPC Trailhead was made by Davis and seconded by Wickham. Motion carried.

AWARD BID FOR CATFISH CREEK RESTORATION PHASE 2:

Bids were opened on Tuesday, November 15th at 11:00 AM. RDg reviewed and prepared a bid tabulation sheet to make sure all criteria was met. Gansen Excavating Inc., Phase 2 \$254,673.00, Alternate \$49,996.00, Connolly Construction Inc., Phase 2 \$297,800.00, Alternate \$57,439.30 and Tschiggfrie Excavating Co., Phase 2 \$476,717.00, Alternate \$72,750.00. Budgeted for FY 2023 \$250,000.00. Gansen Excavating is the low bid. Motion to award bid for Catfish Creek Restoration Phase 2 to Gansen Excavating Inc. for \$254,673.00 was made by Davis and seconded by Wickham. Motion carried.

Alternate bid was an optional bid to be considered if the primary bid would come in below budget. Gansen Excavating Inc. still had the lowest Alternate bid at \$49,996.00. We would have to remove another item from the budget to complete this project. This project could be completed at a later time. Motion to table the Alternate bid was made by Kehr and seconded by Wickham. Motion carried.

PERMISSION TO SOLICIT BIDS FOR IPC TRAILHEAD:

Move forward on the parking lot at IPC Trailhead. Motion to approve soliciting bids for IPC Trailhead was made by Wickham and seconded by Davis. Motion carried.

SPECIAL EVENT APPLICATION FOR HERITAGE TRAIL:

Triple D winter bike ride and run, event date January 14, 2023, from 8 AM to 10 PM. This is the 20th annual race for Triple D. Preston recommend approval of the special event application. Motion to approve the special event application for Heritage Trail for Triple D winter bike ride and run was made by Wickham and seconded by Davis. Motion carried.

OVER VIEW MAP OF HERITAGE TRAIL PROPERTY LINES IN RELATION TO SUNDOWN MOUNTAIN:

Preston showed an aerial map with property lines in relation to Sundown Mountain, Dubuque County Conservation and Dale Leslein. The event Sundown hosted referred to as Jeeps on the Mountain had a mud bog and jeeps were driven thru the stream. The map showed the mud bog and stream crossing took place on Sundown's property. The Dubuque County Conservation area was used by campers for the event. The grass was mowed and trees branches were cut on the Dubuque County Conservation property. Kehr asked about the history of this property. Preston said that part of this became the County Conservations property when we took over the Heritage Trail. Dale and Robin Leslein, 17291 Asbury Rd., Durango IA 52039, they were upset about this event and Mr. Preston's lack of acknowledging this was a big deal. Leslein was upset about them cutting trees down driving thru the creek and the safety of the event. Preston said Sundown provided insurance for the date they held the event. Wickham said the Dubuque County Conservation wants to be a good neighbor to all adjoining landowners. This happened in the past and we will take into account for future requests. Kehr said you brought up some great points and we will look at the current policy. Rea said it was time to move on with the next agenda item.

PROFESSIONAL SERVICE AGREEMENT FOR HERITAGE TRAIL BANK STABILIZATION NEAR TWIN SPRINGS DR:

Endeavor Civil Engineering proposal for professional services to design and prepare plans and contract documents for stabilizing approximately 750 feet of bank along the Little Maquoketa River. Motion to accept the professional service agreement for Heritage Trail bank stabilization near Twin Springs Dr. was made by Kehr and seconded by Davis. Motion carried.

PROFESSIONAL SERVICE AGREEMENT FOR HERITAGE TRAIL HWY 3 OVERPASS PAVEMENT DETERIORATION:

Endeavor Civil Engineering proposal for professional services to design and prepare plans and contract documents for repairing the pavement and associated subbase problems. Motion to accept the professional service agreement for Heritage Trail HWY 3 overpass pavement repair was made by Davis and seconded by Wickham. Motion carried.

PERMISSION TO ADVERTISE FOR NATURALIST:

Megan Willenbring resigned, her last day was November 4th. Motion to advertise for a Naturalist position was made by Wickham and seconded by Davis. Motion carried.

FISH HABITAT GRANT:

Preston would like to look into for a future project. The DNR's last working day is Friday and the project would have needed to be approved in this meeting. Motion to table for a future project was made by Wickham and seconded by Kehr. Motion carried.

SET USER FEES:

Discussion and review of cost comparison with other campgrounds in and around this area. The board would like to see primitive camping/non-electric to stay the same at \$15.00 a night. Sites with electricity regardless if it's a 30 or 50 AMP site or paved site will be set at one price. Online reservations will go to \$25.00 a night. Pavilions at Swiss Valley will go up by \$5.00. The conference room rental at Swiss Valley and the EB Lyons Auditorium will be a flat 4 hours at \$100.00. Davis felt boat slips fee should be left to the Director and staff along with camping fees. He would like to see Preston present those amounts at the December meeting for final approval.

FY 2024 BUDGET DISCUSSION:

Preston went over the revenue figures, service expenditures and operation expenditures highlighting the suggested changes. Kehr said the Heritage Trail fencing and camping pads need to be added into the operations expenditures per the board of supervisors request last budget session. Davis said then the budget request needs to go up. Preston said we need storage. The building we were using has been taken down by the DNR. Rea said build it big enough. The shooting range has an area to build a storage shed, Swiss Valley shower house replacement, Heritage Trail bridge 11, Mowing to Monarchs, land acquisition fund, connections to Heritage Trail and HWY 3, parking lot redesign. New maintenance shop is a need but at this time we need to find a location first. Asphalt repair at the entrance of Swiss Valley Park to the stream, new playground at Swiss Valley Park and possible shower house at Heritage Pond campground.

PUBLIC INPUT:

None

STAFF REPORTS:

DIRECTOR REPORT: No report given

DEPUTY DIRECTOR REPORT: Sisler reported, campgrounds have been winterized, boat docks have been moved at Massey and the concession stairs replaced.

GREEN SUPERINTENDENT REPORT: No report given

NATURALIST REPORT: Denlinger gave a short update, 1,800 people health fair at John Deere, working with smaller schools on programs. Estimated 2,800 people for the month of November.

OLD BUSINESS:

None

APPROVAL OF BILLS:

Motion to approve the November 2022 payables was made by Davis and seconded by Wickham. Motion carried.

NEXT MEETING:

Tuesday, December 20, 2022 at 4:00 P.M.

ADJOURN:

Motion to adjourn was made by Wickham seconded by Davis. Motion carried and meeting adjourned at 6:45 P.M.

DUBUQUE COUNTY CONSERVATION BOARD MEMBER