

**Black Hawk County Conservation Board
Minutes**

The Black Hawk County Conservation Board met on Thursday, November 10, 2022, at 1346 West Airline Highway, Waterloo, IA. The meeting was called to order by Mike Bonser, Vice-President, at 5:08 PM.

Roll call members present: Jenny Murphy, Mike Bonser & Adam Sacquitne.

Unless otherwise noted, all actions were approved unanimously.

Staff Present:

Mike Hendrickson, Executive Director	Nikki Koelling, Office Manager
Cherrie Northrup, Planning Administrator	Al Finke, South Unit Ranger
Jim Weimer, Wildlife Conservationist II	Amy Davison, Nature Center Manager
Karl Kozak, North Unit Ranger	

AGENDA

Motion by Murphy, seconded by Sacquitne to approve the agenda. Motion Carried.

MINUTES

Motion by Murphy, seconded by Sacquitne to approve the minutes of the October 13, 2022, board meeting. Motion Carried.

BILLS

Motion by Sacquitne, seconded by Murphy to approve the bills submitted. Motion Carried.

VISITORS

Heather Prendergast, Assistant County Attorney	Linda Laylin, BHC Board of Supervisor
Michelle Weidner, BHC Finance Director	

VISITOR(S) CONCERNS:

None.

PUBLIC HEARING – ADMINISTRATIVE OFFICE HVAC SYSTEM REPLACEMENT PROJECT

Motion by Sacquitne, seconded by Murphy to open the public hearing for Administrative Office HVAC System Replacement Project at 5:11 PM.

One written comment was received via email suggesting that we pursue mechanical engineering.

Motion by Murphy, seconded by Sacquitne to close the public hearing at 5:12 PM. Motion Carried.

PUBLIC HEARING – SIGGELKOW SHOWER/RESTROOM FACILITY PROJECT

Motion by Sacquitne, seconded by Murphy to open the public hearing for Siggelkow Shower/Restroom Facility Project at 5:12 PM.

No verbal or written comments were received.

Motion by Sacquitne, seconded by Murphy to close the public hearing at 5:13 PM. Motion Carried.

ADMINISTRATIVE OFFICE HVAC SYSTEM REPLACEMENT BIDS – *Cherrie Northrup*

No bids were received for the project. Following receipt of the written comment & staff conversations with bid holders, staff requested the following motion:

Motion by Murphy, seconded by Sacquitne to approve the staff recommendation to seek, open and tabulate bids for mechanical engineering services and utilizing American Rescue Plan funding to assess, size and design the replacement and rezoning of the Conservation Administrative Office HVAC system for the purpose of providing a healthy and sanitary working environment for the staff and public that utilize this facility on a daily basis. Furthermore, the Black Hawk County Conservation Board recommends that the Board of Supervisors approve and authorize the same. Motion Carried.

RESOLUTION – SIGGELKOW SHOWER/RESTROOM FACILITY BIDS – *Cherrie Northrup*

Motion by Sacquitne, seconded by Murphy that Black Hawk County Conservation Board accepts and approves the LOWEST REASONABLE BID submitted by Cardinal Construction of Waterloo, IA, in the amount of \$114,000.00 and utilizing American Rescue Plan funding for the purposes of acquisition and installation of a precast concrete shower/restroom facility at Siggelkow Park in an effort to meet the demands of the increased park usage and to maintain the highest level of sanitation within a park setting. Furthermore, the Black Hawk County Conservation Board recommends that the Board of Supervisors approve the same and award contract to Cardinal Construction.

AYES: Murphy, Sacquitne, Bonser.

NAYS: None.

Resolution adopted.

RESOLUTION – HRNC EROSION CONTROL ENGINEERING CONTRACT – *Cherrie Northrup*

Motion by Sacquitne, seconded by Murphy that Black Hawk County Conservation Board accepts the proposal submitted by AECOM of Waterloo, IA in the amount of \$43,200 and awards contract to AECOM of Waterloo, IA for the purposes of Phase I – Conceptual Design of erosion repairs and protection measures within Hartman Reserve Nature Center area including field surveys, hydrologic & hydraulic reviews, concept level design plans, cost estimates and a project summary report.

AYES: Murphy, Bonser, Sacquitne.

NAYS: None.

Resolution adopted.

RESOURCE MANAGEMENT – *Jim Weimer*

Wildlife staff has finished writing a Fish Habitat Grant for Casey Lake at Hickory Hills Park. Staff also began working at Cedar River Natural Resource Area on Timber Stand Improvement. Three students from Hawkeye Community College will be job-shadowing with staff.

UNIT RANGER REPORTS – *Al Finke/Karl Kozak*

North Unit & South Unit:

Staff has been busy winterizing the campgrounds & preparing for the Holiday Light Show.

NATURE CENTER REPORT – *Amy Davison*

Staff has been busy preparing for Woodland Wonderland. Staff has also been busy with “School of the Wild” & field trips.

DIRECTORS REPORT – *Mike Hendrickson*

There are still available sites left for the upcoming Holiday Light Show. The IT Department is helping staff to upgrade the Wi-Fi service at Big Woods Lake Campground. A written report was submitted.

ANY REPORTS OR INFORMATION FROM THE BOARD

No reports or information.

Motion by Sacquitne, seconded by Murphy to adjourn. Motion Carried.

Adjourned 5:31 PM.

NICHOLE KOELLING

DATE