

**Black Hawk County Conservation Board  
Minutes**

The Black Hawk County Conservation Board met on Thursday, May 13, 2021 via Zoom. The meeting was called to order by Carolyn Rafferty, Chair, at 5:05 PM.

Roll call members present: Mike Bonser, Terri Rogers & Carolyn Rafferty.

Unless otherwise noted, all actions were approved unanimously.

**Staff Present:**

Nikki Koelling, Office Manager

Karl Kozak, North Unit Ranger

Jim Weimer, Wildlife Conservationist II

Amy Davison, Nature Center Manager

Mike Hendrickson, Executive Director

Cherrie Northrup, Planning Administrator

Al Finke, South Unit Ranger

**AGENDA**

Motion by Bonser, seconded by Rogers to approve the agenda. Motion Carried.

**MINUTES**

Motion by Bonser, seconded by Rogers to approve the minutes of the April 8, 2021 board meeting. Motion Carried.

**BILLS**

Motion by Rogers, seconded by Bonser to approve the bills as submitted & authorize the Executive Director to sign the approval sheets. Motion Carried.

**VISITORS**

Mike Treinen, Assistant County Attorney

Linda Laylin, BHC Board of Supervisors

**VISITOR(S) CONCERNS:**

None.

**PUBLIC HEARING – ROTARY RESERVE ACCESS LANE AND PARKING LOT RESURFACING  
(5:05)**

The public hearing for the Rotary Reserve Access Land & Parking Lot Resurfacing project was opened at 5:07 PM. No written or oral comments were received. Motion by Rogers, seconded by Bonser to close the public hearing at 5:08 PM. Motion Carried.

**RESOLUTION TO APPLY FOR STATE RECREATIONAL TRAIL GRANT – MILLER CREEK  
BRIDGE – Cherrie Northrup**

Motion by Bonser, seconded by Rogers to move a resolution to approve applying for a State Recreational Trail Grant for Miller Creek Bridge Repairs on the CVNT; including providing the 25% match, 20 year maintenance agreement and authorizing the Board Chair and Executive Director to sign the same.

AYES: Bonser, Rafferty, Rogers.

NAYS: None.

Resolution adopted. Motion Carried.

**MOU WITH INRCOG** – *Cherrie Northrup*

Motion by Rogers, seconded by Bonser to authorize the Executive Director to sign a Memorandum of Understanding with INRCOG for grant writing services for a State Recreational Trail Grant for Miller Creek Bridge Repairs on the CVNT. If the grant is successful, BHCCB will pay INRCOG up to 1.5% of the funds awarded up to \$2000.00; if unsuccessful BHCCB pays nothing to INRCOG. Motion Carried.

**ROTARY RESERVE ACCESS LANE AND PARKING LOT RESURFACING BIDS** – *Mike Hendrickson*

Motion by Rogers, seconded by Bonser to accept the low bid of \$114,568.25 from Heartland Asphalt for Rotary Reserve access lane & parking lot paving. Motion Carried.

**APPROVE HIRE OF MAINTENANCE II** – *Al Finke*

Motion by Rogers, seconded by Bonser to accept Benjamin Rindels to fill the position of Maintenance II. Motion Carried.

**CHANGE IN BY-LAWS; EXPENDITURES** – *Mike Hendrickson*

Motion by Bonser, seconded by Rogers to approve the following changes to the bylaws:

**ARTICLE VIII**

**Expenditures**

**Section 1.** Expenditures: Any ~~single~~ expenditure or contract to expend ~~for the purchase of equipment, material supplies or to enter into rental agreements or construction contracts~~ shall conform to the following procedures:

- A. Items of expenditure ~~requiring~~ **require** approval of the Executive Director, or a Unit Ranger in the Executive Director's absence.
  - ~~1. ——— Expenditures up to \$5,000.~~
- B. Items of expenditure which the Executive Director, or a Unit Ranger in the Executive Director's absence, is authorized to sign the purchase voucher in place of the Board.
  - 1. Newsletter mailing expenses.
  - 2. Purchase of vehicles and other large items previously approved by the Board.
  - 3. Utility Bills.
  - 4. Credit Card Bills
  - 5. Bills which allow a discount for payment before a scheduled Board meeting.
  - 6. Employee reimbursements.
  - 7. Advance registration fees for workshops and conferences.
  - 8. Any bill that is time sensitive and if not paid in a timely manner will result in a fiscal penalty.
- C. All purchase vouchers signed by the Executive Director shall be reported to the Board ~~at its next meeting.~~ **weekly.**

Motion Carried.

**RESOURCE MANAGEMENT** – *Jim Weimer*

Wildlife staff has finished burning for the season; they burned over 260 acres. Staff has planted 18 acres of pollinator & has more pollinator plantings set-up. Blain Larson will be starting on May 17<sup>th</sup> as a natural resource intern. Wildlife staff has also been busy working on clearing invasive species & ash trees out of Lucy's Meadow.

**UNIT RANGER REPORTS** – *Al Finke/Karl Kozak*

**South Unit:**

The Hickory Hills Park campground road repaving project is complete. Staff moved the cabin at McFarlane Park to a better spot with easier shower building access. Ben Rindels started on May 3<sup>rd</sup> in the Maintenance II position. Staff has been busy catching up with maintenance projects.

