

**Black Hawk County Conservation Board
Minutes**

The Black Hawk County Conservation Board met on Thursday, January 12, 2023, at 1346 West Airline Highway, Waterloo, IA and via Zoom. The meeting was called to order by Jon McNamee, President, at 5:00 PM.

Roll call members present: Jenny Murphy, Mike Bonser, Jon McNamee, Terri Rogers & 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
Amy Davison, Nature Center Manager	Karl Kozak, North Unit Ranger
Jim Weimer, Wildlife Conservationist II	

AGENDA

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

MINUTES

Motion by Murphy, seconded by Sacquitne to approve the minutes of the December 8, 2022, board meeting. Motion Carried.

BILLS

Motion by Bonser, seconded by Rogers to approve the bills submitted. Motion Carried.

VISITORS

Mike Treinen, Assistant County Attorney	Josh Collins, CVAST
Kristy Gardner, Cedar Bend Humane Society	

VISITOR(S) CONCERNS:

None.

PUBLIC HEARING – HICKORY HILLS WASTEWATER TREATMENT FACILITY IMPROVEMENTS

Motion by Rogers, seconded by Sacquitne to open the public hearing for Hickory Hills Wastewater Treatment Facility Improvements at 5:02 PM.

No verbal or written comments were received.

Motion by Bonser, seconded by Murphy to close the public hearing at 5:03 PM. Motion Carried.

OATH OF OFFICE – *Mike Hendrickson*

Board members Adam Sacquitne, Terri Rogers, Jon McNamee, Jenny Murphy, and Mike Bonser took the oath of office and were sworn in by the Executive Director.

ELECTION OF OFFICERS– *Mike Hendrickson*

Motion by Murphy, seconded by Rogers to elect Mike Bonser, President; Terri Rogers, Vice-President and Jenny Murphy, Secretary. Motion Carried.

REVIEW OF BY-LAWS– *Mike Hendrickson*

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

ARTICLE II

Section 7. Procedure and Order of Business: Robert's Rules of Order, as revised from time to time, shall govern all matters or procedures at all meetings of the Board. The order of all business at all meetings of the Board shall be as follows:

- A. Call to order
- B. Calling the roll
- ~~C. Proof of notice of the meeting~~ **remove this item**
- C. Approval of Agenda
- D. Review and approval of the bills
- E. Review and approval of the minutes
- F. Visitors Concerns
- G. Business
- H. Staff reports
- I. Executive Director's report
- J. Reports from the Board – **add this item**
- K. Adjournment

Motion Carried.

ACCEPT RESIGNATION OF NATURALIST II– *Mike Hendrickson*

Motion by Rogers, seconded by Sacquitne to accept a letter of resignation from Katy Cantin effective January 25, 2023. Motion Carried.

RESOLUTION – HICKORY HILLS WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT BIDS– *Cherrie Northrup*

Motion by McNamee, seconded by Murphy to table the action to allow time to vet the contractors, Sam.Gov status pertaining to suspension & debarment. Motion Carried.

CEDAR BEND HUMANE SOCIETY– *Nikki Koelling*

The CBHS currently has a MOU with Black Hawk County Conservation Board to use the Administrative Offices and shop as an emergency pet rescue center during a regional disaster. Motion by McNamee, seconded by Sacquitne to allow the agreement to roll over for another year. Motion Carried.

CEDAR VALLEY ASSOCIATION FOR SOFT TRAILS (CVA**ST)**– *Amy Davison*

A verbal update on CVA**ST** activities was provided by Josh Collins. Motion by Murphy, seconded by Rogers to allow the existing agreement to roll over for another year and to continue allowing CVA**ST** to maintain soft trails for mountain bikes in Hartman Reserve Nature Center. Motion Carried.

FRIENDS OF THE GILBERTVILLE DEPOT – *Al Finke*

The 2022 Annual Report of the Friends of the Gilbertville Depot was provided to the Board. Motion by Rogers, seconded by McNamee to renew the lease of the Gilbertville Depot to the Friends of the Gilbertville Depot for 2023. Motion Carried.

RESOURCE MANAGEMENT – *Jim Weimer*

BHCC was awarded a \$70,000 Fish Habitat Grant for fish habitat structures in Casey Lake at Hickory Hills Park. Wildlife staff has been busy removing walnut trees in accordance with the Cedar Valley Nature Trail Restoration Plan.

UNIT RANGER REPORTS – *Al Finke/Karl Kozak*

North Unit:

Rory Larsen started as the new Ranger II on December 12th. Staff has been busy with park maintenance & cutting firewood. Trevor Davis & Ben Rindels graduated from the Iowa Law Enforcement Academy.

South Unit:

Staff has been busy cutting firewood, preparing for the new countertops in the Lakeview Lodge & taking down the Holiday Lights Show display.

NATURE CENTER REPORT – *Amy Davison*

Staff has been busy with new exhibits & scheduling field trips. All of the aquariums are scheduled to be cleaned. New tables for the learning lab have arrived.

DIRECTORS REPORT – *Mike Hendrickson*

The proposed FY23 budget will be presented to the Board of Supervisors on January 24th. The Black Hawk County classification and compensation study will also be starting on January 24th. A written report was submitted.

ANY REPORTS OR INFORMATION FROM THE BOARD

Jon McNamee reported that former BHCCB member, Jim Platt, passed away. Mike Bonser reported that he has received positive comments about the Holiday Lights Show.

Motion by Murphy seconded by McNamee to adjourn. Motion Carried.

Adjourned 5:42 PM.

NICHOLE KOELLING

DATE