

January 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday January 6th, 2015 at 1P.M. in the board office at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marylin Clark, Dennis Koenig, and Bill Moody. Present from the public was Paul Melsha. Also present was Conservation Board staff members Jim Janett, Jarrod Olson, and Ross Geerdes.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

Claims and revenues were reviewed by the Board.

Jarrod Olson presented information to the Board pertaining to a recent meeting he had with Tessa Willie from Helping Services. Helping Services was looking to see if the Board would be interested in making its parks tobacco free zones. After some discussion the Board decided against making its areas tobacco free.

The Director informed the Board that with the passing of past Board member Chuck Fishback, the Foundation had received several hundred dollars in memorial money with possibly more to come.

The Director gave the Board a brief update on the consulting services portion of the Visitor Center. On December 18th the Director, Jarrod Olson, and Board Chairman Dennis Blocker went to a meeting at Fehr Graham in West Union. Topics discussed included adding a unisex restroom to the Northwest corner of the building that could be used after normal business hours by the public, the moving of the handicapped unloading zone to meet ADA grade requirements, and extending the basement out under the front entry vestibule. The consultants thought that the bid specs would be ready to submit to the DOT by the middle of February, once approved by the DOT and let contractors would have sixty days to submit a bid; the Board would then have ninety days to accept a bid. It was estimated that it would take ten months to complete the project. Fehr Graham presented an addendum to the agreement to extend city water and sewer to the visitor center site from the City of Lansing. The addendum outlined the conditions of installing $\frac{3}{4}$ inch meters to monitor for leaks, installation of an automatic flushing system to maintain water quality in the building if necessary, the City covering the cost of materials to hook a larger waterline to the treatment plant and install a fire hydrant next to the plant, and also the provisions if a leak were to occur how an amount would be determined and that the Board would pay for any lost water. After some discussion a motion to accept the addendum was made by Clark seconded by Koenig all in favor motion carried.

The Director mentioned to the Board the upcoming meeting January 15th at the Kerndt Brothers Community Center in Lansing. The news releases for the meeting would run in the next two weeks papers. The meeting will be an evening meeting open to the public where Fehr Graham will present information on the building site, followed by a presentation on the building design by Martin Gardner, and ended with Split Rock Studios presenting their Schematic Design II Package for the Education and Visitor Center. The Director encouraged all Board members to attend.

The Board discussed the 2015/2016 fiscal year budget. Some items discussed included constructing a shelter at the Kolsrud/Halverson property, vehicles, equipment, salaries, and the hiring of an office

manager. The Director would plug some numbers into a draft budget for the Board at their February meeting.

There was further discussion on whether to make the office position a temporary part time or permanent part time position. The Director informed the Board that he had been in contact with the Auditor and if the position would be working more than 30 hours/week the person would need to be offered health insurance and IPERS. After further discussion there was a motion made by Carroll to make the Office Manager position a full time position seconded by Clark all in favor motion carried. The Board has enough funds in its current fiscal budget to hire the Office Manager for the remainder of the fiscal year.

The naming of interpretive displays in the Visitor Center was discussed. It was the feeling of the Director that he did not want to see plaques all over the displays with donor's names on them, but would be more than willing to give recognition in one centrally located donor area. The subject will be discussed further at an upcoming Foundation Meeting.

Other informational items discussed by the Board included, the Director submitting a Allamakee County Community Foundation Grant, the need for the snowmobile trail to be rerouted at Ray's Landing as well as needing to get insurance coverage information from the snowmobile club for the use on County areas. The Director informed the Board of a possible donation of land to the Foundation. The land lies along Bear Creek in the Northwest part of the County. The Board also discussed the sale of the Postville Trail Line property. It was the consensus of the Board to not put a minimum on the sealed bid price but to put that "the Board has the right to refuse any and all bids". Also all costs associated with the sale of the property would be at the buyer's expense.

The next meeting of the Allamakee County Conservation Board will be February 3rd, 2015 at 1P.M. in the Board Office.

There being no additional business a motion to adjourn was made by Moody and seconded by Clark. The meeting was adjourned at 3:30 P.M.

February 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday February 3rd, 2015 at 1P.M. in the board office at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marylin Clark, Dennis Koenig, and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, and Ross Geerdes.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

Claims and revenues were reviewed by the Board.

The Conservation Board reviewed the 2015/2016 budget line item by line item. After some discussion pertaining to salaries, a motion to increase Conservation Board employee's salaries by 4% was made by Clark seconded by Moody all in favor motion carried. With 2015/2016 salaries determined a motion to approve the budget as presented was made by Carroll seconded by Koenig all in favor motion carried.

The Board discussed the on going issue of IACCB dues. Allamakee County is the only county in the state that has not paid its dues. After a brief discussion a motion to pay the dues was made by Clark seconded by Carroll all in favor motion carried.

The Director gave the Board a brief update on the Education and Visitor Center. The soil sample boring had been completed. The January 15th meeting in Lansing went well with nearly 40 people attending and everyone in attendance seemingly excited about the project.

The Director informed the Board that he had received some applications for the Office Manager Position. The job posting would appear in the paper this week and the Director fully expected to receive a fair amount of applications, based on the phone calls he had received pertaining to the position.

The topic of ATV trails was discussed, several people from the public had contacted Conservation Board members wanting the Conservation Boards help and support in establishing ATV trails in the county. The Director will place the item on the agenda for the March meeting.

Informational items discussed by the Board included: The addendum to the City of Lansing city water and sewer contract had been approved by the Lansing City Council. The Nobles Island restroom replacement was moving forward and on track. The donation of property along Bear Creek to the Foundation was discussed, the court proceeding will be March 2nd; if the trust is revoked the land and money would be donated to the Foundation. The Foundation would then turn the property over to the Conservation Board, and the money to maintain the property would stay with the Foundation. The possibility of having to move the June meeting date due to scheduling conflicts was discussed.

The next meeting of the Allamakee County Conservation Board will be March 3rd, 2015 at 1P.M. in the Board Office.

There being no additional business a motion to adjourn was made by Clark and seconded by Moody. The meeting was adjourned at 2:45 P.M..

March 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday March 3rd, 2015 at 1P.M. in the board office at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marilyn Clark, Dennis Koenig, and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, and Ross Geerdes. Present from the public was Bruce Palmborg of Lansing.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

Claims and revenues were reviewed by the Board.

The Board reviewed the applications for the Office Manager position. 28 applications had been received. The Board selected seven applicants for interviews, Board members Moody and Carroll expressed interest in sitting in on the interviews. Conservation Board Staff would notify the applicants and schedule interviews in the near future.

The Board opened the bids for the concrete work to be completed at the Halvorson/Kolsrud and Harpers Slough properties. The Bids for the cement shelter pad at the Halvorson/Kolsrud property came in as follows: Kelly Concrete \$2,392.00, Teddy Walleser \$3,495.00, Meyer Concrete \$4,350.00 Ron Heim \$5620.00, Bobby Henkel \$5,640 and Rolling Hills Concrete at \$6,920.00. A motion to accept the low bid of \$2,392.00 from Kelly Concrete for the construction of a cement shelter pad at the Kolsrud/Halvorson Property was made by Carroll seconded by Moody all in favor motion carried. The bids for the cement handicapped fishing walkway at the Harpers Slough Area were reviewed. Those bids were as follows: Ron Heim \$12,200.00, Teddy Walleser \$12,425.00, Kelly Concrete \$17,742.00, Meyer Concrete \$19,100.00, Rolling Hills Concrete \$33,600.00, Bobby Henkel did not submit a bid for the walkway project. A motion to accept the low bid of \$12,200.00 from Ron Heim for the construction of a cement handicapped fishing walkway at the Harpers Slough Area was made by Koenig seconded by Clark all in favor motion carried.

The Director updated the Board on the Nobles Island restroom replacement. The project is still moving forward and we are waiting for approval of the project by the Iowa DNR engineer.

The Board discussed the use of ATVs and UTVs on County roads. Board Chairman Dennis Blocker commented that currently most ATV owners go to Wisconsin to ride, as northeast Iowa really has no place to ride. After some discussion no one on the Conservation Board had any strong feelings against ATVs using County roads, and would be willing to assist in getting the topic discussed at the State level. It was the thought of the Director to invite the County Engineer and Sheriff to a meeting to discuss the topic further. No decisions were made at this time.

The Director updated the Board on the Driftless Area Education and Visitor Center. Items the Director had discussed with Lyle Tekippe included, how deep the well had been capped, the removal of trees on the property and road closers and material placement once construction began. Other items pertaining to the center that were discussed included; the turnaround area on the Kerndt property, first reimbursement had been received for the Scenic Byway Grant, DOT report work, and the need for line item changes on the Scenic Byways Grant. The Director had also received a price quote for an underground L.P. tank for the Columbus property.

Other items discussed by the Board included; coordinating secondary roads to move the historic Monsrud bridge out of Yellow River State Forest and on to the Kolsrud property. Allamakee County Economic Development Coordinator Laura Olson resigning. The Director had written a letter of support from the Conservation Board in support of the Lansing Trail. Shelter materials being prepared by Luster Heights were completed. There would need to be a tree order this spring for plantings at Halverson's, Stonebrook, and Farm 55. The Director had closed out on the last FEMA disaster. The Bear Creek Land donation was still progressing. Naturalist Ross Geerdes gave an update on his previous and upcoming programs.

The next meeting of the Allamakee County Conservation Board will be April 7th, 2015 at 1P.M. in the Board Office.

There being no additional business a motion to adjourn was made by Koenig and seconded by Clark. The meeting was adjourned at 3:40 P.M.

April 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday April 7th, 2015 at 1:00 P.M. at the Kerndt Brothers Community Center in Lansing, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marylin Clark, and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, and Ross Geerdes. Present from the public was Bruce Palmborg, Joey and Raleigh Buckmaster, Joe Cunningham, Paul Melsha, and Allamakee County Supervisor Dan Byrnes. Present from Martin Gardner Architecture was Mark Moines and Brian Stark. Attending from Fehr Graham Engineering was Lyle Tekippe. Mary Stallhut of the Iowa DOT and Wendy Scardino of Amperage Fundraising were also in attendance.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

Claims and revenues were reviewed by the Board.

With the interviews for the Office Manager position complete, the Board discussed the hiring of Jackie Jellings as the Office Manager. Jackie would be working one to two days a week until she started full time on May 11th. The position would be paid hourly at a rate of \$13.50 for a 90 day probation period, which would start May 11th. Once the 90 day probationary period was up the position would be salaried at \$30,000/year. A motion was made by Carroll to hire Jackie Jellings as the office manager with the salary agreement as stated above, seconded by Moody all in favor motion carried.

Conservation Board Staff had recently completed interviews for part time seasonal help. Two of the three positions had been offered to and accepted by Brody Vanderkolk of Waterville, and Matt Manning of Lansing the final position would be offered by the end of the week.

The Director updated the Board on the field operations and construction projects. The shelter at the Halvorson Property and the walkway at the Harpers Slough area are ready to go and work could begin at any time. The Nobles Island restroom replacement was discussed it was the thought of the Director that the current restroom should be closed to use and a portable restroom placed on site due to the current pit leaking. The restroom at Ray's Landing had been vandalized a second time. The Army Corp of Engineers is doing an Island restoration project on the Mississippi River between Lansing and Harpers Ferry. Corp staff would likely be using Heytman's landing as an access point for the project. Three trees were removed from the Columbus site, and staff would be looking into purchasing three benches for the handicapped walkway. The portable restroom will be placed on site in the near future. Conservation Board Staff would also be participating in County Government Week at the Court House this week.

The Board then began a work session with Fehr Graham Engineering, Martin Gardner Architecture, Amperage Fundraising, and Mary Stallhut of the Iowa DOT. Lyle Tekippe of Fehr Graham gave an update on progress being made, the only changes that had been made since the last meeting was the discussion of possibly extending the street paving farther around the corner on Columbus Drive per the request of the County Engineer. The plans for the project had been submitted to the Iowa DOT for their approval. Mary Stallhut of the Iowa DOT said the DOT would make sure the plans comply with Federal regulations. She also reiterated that the funds from the National Scenic Byways Grant needed to be obligated by September 15th of 2015. The topic of line item changes to the Scenic Byways Grant was also discussed, Stallhut stated that it would be best to wait and submit just one request to the IDOT and Federal Highway Administration with all the line item changes. Stallhut noted if the fundraising did not go as

planned that we would not want to reject all the bids submitted, but identify high end items in the bid specs that may be cut out, so we don't lose the Scenic Byways Grant. Allamakee County Supervisor Dan Byrnes expressed his concern that he doesn't want the fundraising to fall short and the County be left with the bill. There was also some discussion on how to finance the three year pledges. Mark Moines and Brian Stark of Martin Gardner Architecture gave an update on their building plan. A few changes to the building included removing a few windows on the East side of the building, per Split Rock's request and since the soil samples came back positive the basement would be extended out under the main floor front vestibule to provide more storage area. They had recently completed a study with Alliant Energy on the average annual operating costs for the building. It was calculated that the building would use an average of 200 KW/day for a \$480.00/month average. They were still planning to go with a pump and dump geothermal system for the building, and those plans had been approved with the Iowa DNR. Board member Dennis Blocker asked about penalties for the contractors if the building was not completed by a certain time. It was the thought of Stark and Moines to ask the bidders to submit an anticipated completion date and then attach a penalty if the work is not done by the date they say they will have it done. Wendy Scardino of Amperage Fundraising presented to the Board. She said they were finishing up the final changes on the fundraising brochures, had submitted a McElroy Trust grant and had a draft letter for the Carver Trust, which would be submitted soon. The CAT Grant was currently on hold, due to some possible changes with that grant and some others. Scardino stated how important it was for the County to be a partner in this project as much as possible, and for complete participation from all the Board members and staff. She said the Board would need to decide when they wanted to go public with the fundraising, and that the sooner ground breaking could begin the better, cause often times when people see progress they are more likely to want to contribute.

The next meeting of the Allamakee County Conservation Board will be May 5th, 2015 at 4:00 P.M. in the Board Office.

There being no additional business a motion to adjourn was made by Clark and seconded by Moody. The meeting was adjourned at 3:00 P.M..

May 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday May 5th, 2015 at 4P.M. in the Board Office at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marylin Clark, Dennis Koenig and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, and Ross Geerdes. Present from the public was Bruce Palmborg, Gary Krapful, and Dave Dunklee.

The meeting was called to order at 4:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed by the Board.

The Board discussed the hiring and salary of part-time summer help. All three positions had been offered and accepted. Hunter Hammel of Waukon, Matt Manning of Lansing, and Brody Vanderklok of Waterville would all be starting in the near future. It was the recommendation of the Director to start the positions at \$9.00 per hour. A motion to approve the hiring and pay the three summer positions \$9.00 per hour was made by Clark and seconded by Carroll. Clark, Carroll, and Koenig Aye. Moody Nay Motion carried

The Director updated the Board on the field operations and construction projects. Mowing had begun. Staff had recently wrapped up a very successful bat house distribution project. The Director had been in contact with Ron Weymiller about bring the remaining fill into Ray's Landing and having Ed Blake level the fill and top it with black dirt for final grade. Naturalist Ross Geerdes had recently helped out with a program at Nobles Island dealing with Falcons. Robert Vavra was also at the program and used his boat to give students tours on the river. The Conservation Board had agreed to pay Robert for this program in the past but had never done so because the river levels were too high for Robert to take the students out on the river. With the okay of the Board the Director would like to pay Robert for his services, there were no objections from the Board. Geerdes was also coordinating monthly evening programs that would deal with topics pertaining to the Driftless Area. Geerdes was also working on coordinating a program with Gundersen Lutheran dealing with outdoor safety topics such as water, sun, insect, and plant safety.

The Director gave the Board an update on the Driftless Area Education and Visitor Center. Wendy Scardino of Amperage fundraising had resigned from Amperage to take another position and Justin Tolin would be heading up our fundraising campaign. The bid specs would be ready to submit very soon and baring a delay in approval of the bids the project should be ready to be put out to bid in the next month or month and a half. The Foundation was successful in receiving a \$250,000.00 McElroy Grant. In addition to the original \$250,000.00 the McElroy Trust would give another \$50,000.00 if the Conservation Foundation could get the banks in the County to donate an additional \$250,000.00 combined. Other grant opportunities coming up included a submittal to the McKnight Foundation, and continued work on the CAT and REAP grants.

The Board discussed the possibility of increasing its meeting frequency. It was the thought of the Board that if there were decisions that needed to be made in a timely manner than they would meet as frequently as needed, but would not meet to just have a meeting.

The Director gave the Board an update on Foundation activities. The fundraising campaign structure was coming together. Dan Gable, Gary and Karen Galema, and Father Ed Lecthenberg had all agreed to be honorary chairs. Jane Regan and John Verdon had agreed to be Chair persons.

In other business the Director talked to the Board about the ash tree across the street on City property and the possibility of cost sharing the expense of treating the tree for emerald ash borer with the city. The Director will report back to the Board when he has more information on cost.

The Director would be putting together a cell phone package for the staff and each staff member would be required to carry a work phone. The Director and staff member Geerdes had had a claimed denied for the purchase of work boots through their uniform allotment. It was the thought of the Board to resubmit the claim, the Director will do so.

The next meeting of the Allamakee County Conservation Board will be June 9th, 2015 at 4:00P.M. in the Board Office.

There being no additional business a motion to adjourn was made by Clark and seconded by Koenig. The meeting was adjourned at 5:10 P.M..

June 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday June 9th, 2015 at 4P.M. in the Board Office at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Jeanie Carroll, Marylin Clark, Dennis Koenig, and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, Jackie Jellings and Ross Geerdes. Present from the public was Paul Melsha, Gary Krapful, Val Reinke and Jane Regan. Present from Amperage were Justin Tolin and Kelly Myers.

The meeting was called to order at 4:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

The Director presented a projected 2014-2015 Fiscal Year Budget ending balance of \$26,128.00 to the Board. A list of current expenditures was provided to the Board. The amount of funds to be returned to the County General Basic Account was discussed. The Director projected \$4500-\$5,000 going back into General Basic. The Board instructed the Director to make the necessary expenditures to close out the fiscal year.

Board Members submitted mileage from January – June 2015.

The use of personal cell phones for Department employees was discussed. Employees had been purchasing their own phones and plans. The Board has been reimbursing staff a total of \$80.00 per month for cell phone usage. The cost of cell phone service will be approximately \$240.00 per month plus the purchase of phones. The Board instructed the Director to write three cell phones for the department and to check on the land line long distance cost of making calls for the office manager. It was noted that an additional cell phone line could be added in the future if necessary

Jarrod Olson discussed mower replacement prices for a zero turn mower. Waukon Implement and Gary's Tractor had submitted prices. The Board would be trading a Kubota BX2350 Diesel mower with trade in values ranging from \$5000.00 to \$10,000.00. After discussion, purchasing the Kubota ZD326H with a balance of \$5,313.60 was deemed the value. A motion was made by Dennis Koenig to purchase the Kubota ZD326H and trade the Kubota BX2350 Diesel mower, second by Bill Moody, all in favor, motion carried.

The Board was updated on field operations and construction projects. Ross Geerdes updated the Board on various education programs. The average number of monthly program contacts was 450 individuals. Information was provided on the successful bat house distribution program. Having the School Districts in Allamakee County participate in the manufacturing of the various types of nesting boxes was discussed as opportunity to expand the program. More adult programs have been scheduled for the summer. Office Manager Jackie Jellings updated the board on creating a new website for the Conservation Department and her role and responsibilities as office manager.

The Director gave the Board an update on the Driftless Area Education and Visitor Center. Board Member Dennis Blocker and the Director recently attended a meeting with the Engineer and Architect. All planning documents were nearing completion and should be ready for a bid letting contingent on State and Federal bid specification approval. The bid opening process was also discussed and should be completed at a regular or special meeting of the Conservation Board. The Board will have thirty (30)

days to approve the bids. Justin Tolin from AMPERAGE Fundraising informed the Board the video and case statement were nearly complete. Tolin also suggested applying for a USDA grant besides a CAT and REAP grant.

There were no other items or old business to discuss.

The next meeting of the Allamakee County Conservation Board will be July 7th, 2015 at 4:00P.M in the Board Office at 427 North First Street Harpers Ferry, Iowa.

July 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday July 7th, 2015 at 4:00 P.M. in the Board office located at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Marilyn Clark, Dennis Koenig, and Bill Moody. Present Conservation Board staff members were Jim Janett, Jarrod Olson, Ross Geerdes and Jackie Jellings.

The meeting was called to order at 4:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

Updates were provided on the Driftless Area Education and Visitor Center. The Director is waiting for approval from the State DOT and Federal Highway Administration for the project bid specifications. Once the bid specifications are approved a Notice to Bid will be published in the official publications section of the County Papers. Interested bidders will have three weeks to submit bids. The bid opening process was discussed, the Director advised have a joint meeting with the Allamakee County Board of Supervisors to open the bids. There will be a pre-letting contractor meeting prior to the bid submittal date. The Board will have thirty (30) days to approve the bids. The Director also gave an update on the progress of the USDA, REAP, and CAT Grants. The Director also discussed the possibility of asking for a 30 day extension from the DOT on the Scenic Byways Grant. The Board viewed the completed case statements and campaign DVD.

Updates were provided on field operations and construction projects. The Director gave the Board an update on a heavy use 4th of July weekend, with constant use of parks and boat ramps. Jarrod Olson updated the Board on placing the interpretative sign at Stone Brook Park and finishing up on small projects. Ross Geerdes updated the Board on various education programs.

Other informational items discussed by the Board included; the Director informing the Board on the IACCB 60th annual fall conference in Linn County, and inviting any Board members that would like to attend. The County having an article in "The Iowa County" Magazine for Allamakee County's County Government week, all permits are in place for the Columbus Property.

The next meeting of the Allamakee County Conservation Board will be August 4th, 2015 at 4:00P.M in the Board Office at 427 North First Street Harpers Ferry, Iowa.

There being no additional business a motion to adjourn was made by Clark seconded by Koenig, the meeting was adjourned at 5:05 P.M.

August 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday August 4th, 2015 at 4:00 P.M. in the Board office located at 427 North First Street Harpers Ferry, Iowa. Board Members present were as follows: Dennis Blocker, Marylin Clark, Dennis Koenig, and Jeanie Carroll. Present Conservation Board staff members were Jim Janett, Jarrod Olson, and Jackie Jellings. Present from the public was Bruce Palmburg.

The meeting was called to order at 4:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

Updates were provided on the Driftless Area Education and Visitor Center. The Director informed the Board that approval from the State DOT and Federal Highway Administration for the project bid specifications had been received. With the approval of the bid a Notice to Bid will be published in the official publications section of the County Papers. Interested bidders would have three weeks to submit bids. The bid opening process was discussed; the Director advised having a joint meeting with the Allamakee County Board of Supervisors to open the bids. There will be a pre-letting contractor meeting prior to the bid submittal date on September 1st, 2015 at the Kerndt Brothers Community Center, Lansing, Iowa. The Board will have forty five (45) days to accept or reject the bids. The Director also gave an update on the progress of the USDA, REAP, and CAT Grants. The Director asked for a motion to submit a REAP Grant application. A Motion was made by Marylin Clark to submit a REAP Grant for the Driftless Area Education and Visitor Center. Second by Jeanie Carroll all in favor, motion carried. The Director also discussed the possibility of asking for a 30 day extension from the DOT on the Scenic Byways Grant.

Updates were provided on field operations and construction projects. The Director gave the Board an update on placements of benches at the Columbus property. The Harpers Slough Fishing Access Area concrete sidewalk project was near completion, cost overruns were noted due to additional rock needed to complete the project.

Other informational items discussed by the Board included the submitting of a Fish Habitat Grant for stream bank stabilization work at Clear Creek Park in Lansing, a park dedication at Stone Brooke, and the recent Lansing City Council discussion on the possible donation of water and sewer to the new center.

The next meeting of the Allamakee County Conservation Board will be September 1st, 2015 at 1:00P.M at the Kerndt Brothers Community Center, Lansing, Iowa.

There being no additional business a motion to adjourn was made by Koenig, second by Clark, all in favor, the meeting was adjourned at 4:51 P.M.

September 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Tuesday September 1st, 2015 at 1:00 P.M. in the Kerndt Brothers Community Center, Lanisng, Iowa. Board Members present were as follows: Dennis Blocker, Marilyn Clark, Dennis Koenig, Bill Moody and Jeanie Carroll. Present Conservation Board staff members were Jim Janett, Jarrod Olson, Ross Geerdes and Jackie Jellings. Present from the public was Bruce Palmburg, Lyle Tekippe, Karen Andrews, Alex Biggs, Rich Johnson, Ron Cunningham, Brian Stark, Ken Modeen, Martin Brennan, Brian Ridenour, Julie Yahrle, Abby Wieser, Raleigh Buckmaster, Teresa McGee, Gary Krapfl, Craig White, and Ray Peterson.

The meeting was called to order at 4:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

The bid opening process was presented to the Board by Lyle Tekippe and Brian Stark. All Bids met the bid submittal date and time. All bids were opened, read aloud, and revealed all contents from each bidder. After the bids have been thoroughly reviewed, the Conservation Board will award the contract to the bidder.

The Board then discussed all bids submitted. Brian Stark explained the process on handling all open bids; they will be recorded and then sent to the State DOT, then sent back to the Allamakee County Conservation Board for review. Stark suggested going with Cresco's bid, stating high recommendation for that company. Stark also suggested going with full LED lighting and using alumina feeders for the building.

The Director also gave an update on the progress of the USDA, REAP, and CAT Grants. The Director will be attending the REAP Grant review on Monday, September 7th in Des Moines.

Updates were provided on the Driftless Area Education and Visitor Center. Verbal commitment from Farmers Merchants Bank of Waukon for \$50,000 to our campaign fundraising and being on the agenda to promote our campaign to the Waukon State Bank.

Updates were provided on field operations and construction projects. The Director gave the Board an update on placements of benches at the Columbus property. The Harpers Slough Fishing Access Area concrete sidewalk project was near completion, with the help of Nick Jones. The Director informed the Board on the appraisal for the value on Columbus property for \$250,000.00. Nobles Island will soon be undergoing new restroom upgrades. The Director also informed the Board that the summer employees are all currently done for the summer.

Other informational items discussed were setting a date for the park dedication at Stone Brooke and the recent request by to improve access on lower landing for transit docking at the boat landing in Harpers Ferry.

The next meeting of the Allamakee County Conservation Board will be October 6th, 2015 at 4:00 P.M at the Board office located at 427 North First Street Harpers Ferry, Iowa.

There being no additional business a motion to adjourn was made by Moody, second by Koenig, all in favor, the meeting was adjourned at 2:30 P.M.

October 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session Monday October 5, 2015 at 1:00 P.M. in the Board of Supervisors room located on the first floor of the Allamakee county Courthouse 110 Allamakee Street Waukon, Iowa. Board Members present were as follows: Dennis Blocker, Marilyn Clark, Dennis Koenig, Bill Moody and Jeanie Carroll. Present from the Board of Supervisors were as follows: Dennis Koenig, Larry Shellhammer, and Dan Byrnes. Conservation Board staff members present were as follows: Jim Janett, Ross Geerdes and Jackie Jellings. Present from the public were as follows: Daniel Fisher, Pat Moody, R Craig White, Bruce Palmburg, Clem Schulte, Lyle TeKippe, Brian Stark, John Verdon, Joe Papp, Raleigh Buckmaster, Ardie Kuhse, Gene Averloff, Denise Beyer, Valerie Reinke, Bill O'Connor, Kelly Meyer, Bob Hager, Kristi Hager, Lowell Engle, Bob Beach, Clark Mellick, Betty Larson, Rachelle Howe, Gary Krapfl, Brian Ridenour, Mark Reiser, Mary Keatley, and Gary Galema.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

The Public Hearing portion of the meeting was opened on the proposed drawings, specifications, and contracts for the Allamakee county Driftless Visitor Center. A number of people attending the hearing voiced concern on the project. Gene Averloff, Bob Hager, Kristi Hager, Dan Byrnes, and Mark Reiser voiced concerns on the following summarized items:

- How will it be funded and the amount currently raised?
- Are there enough funds to pay for it now?
- How will maintenance costs be paid?
- Will new employees need to be hired?
- Will there be an admission fee?
- How much has the Board of Supervisors funded and how much will they be asked to fund?
- Why do the contracts need to be signed now?
- What strings are attached to the current grants?
- Why has the fundraising not been public announced yet?
- What will the benefits be, with the completed project?

The balance of individuals who spoke voiced support for the project and encouraged the Board of Supervisors and the Conservation Board to sign the contracts.

The Board acknowledged comment's from the public. The overall project cost with combined public and private funds totaled \$3,249,738.00 Current revenues were provided which included the National Scenic Byways Grant at \$1,157,190.00, REAP Account at \$200,000.00, McElroy & Bank commitments \$500,000.00, and Foundation fundraising at \$256,136.00. The total amount committed to the project is \$2,113,326.00. The total balance of funds to be raised is \$1,136,412.00. Total project costs should be reduced from contract negotiations, possible funding from road use monies for paving, additional private fundraising, and future grants. Numerous letters from schools, communities, civic organizations

were presented. Brain Stark from Martin Gardner Architecture discussed that not approving the contracts would more than likely result in the loss of the National Scenic Byway Grant and at the very least results in additional costs to go through the bid process over again. He also explained the Iowa DOT bid process and regulations, alternate sources for price deduction, and what guidelines the Board must follow for the National Scenic Byways Grant. Stark also stated in comparison to other education centers for fixed expenses, the Center's average expenses were accurate. Kelly Meyers, from Amperage, address the importance of fundraising phases and securing half of the fundraising goal in the "quiet phase" before we start the "public phase" is a great accomplishment. Ross Geerdes, Conservation Naturalist, explained how local schools are now transporting students out of the county to get interactive education and stressed the importance of having this educational opportunity in our county. With no other comments or question, the public open hearing was closed.

The Board of Supervisors wanted clarification on voting procedures and moved to continue the public hearing portion of the meeting until Thursday October 8, 2015 at 9:30 A.M.

The Director presented the Board with the Iowa DNR Power Plant Fishing Access Area Management Agreement. A motion was made to sign the Iowa DNR Power Plant Fishing Access Area Management Agreement by Carroll, second by Clark, all in favor, motion carried.

Updates were provided to the Board on the submitted REAP grant, FEMA monies received totaling \$3,181.44 and Scenic Byway Grant reimbursements for \$47,624.54

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

Field operations updates were provided to the Board. The Harpers Slough Fishing Access Area concrete sidewalk project was near completion; Nick Jones had been contacted to assist in placing riprap along the front of the walkway. The Staff would also be using residents from Luster Heights on fall projects. Updates and repairs had been made to the Volney shelter house and Morgan Bridge Canoe Access.

Ross Geerdes updated the Board on his current school and library programs. He also stated the success of 35 students attended the Hunter Safety Education Class.

There being no additional business a motion to recess till 9:30 A.M. October 8th, 2015 at the Board of Supervisors room, was made by Koenig, second by Moody, all in favor, the meeting was recessed at 3:30 P.M.

October 8, 2015

The meeting was called back into session October 8th, 2015 at 9:30am in the Board of Supervisors Office located on the first floor of the Allamakee county Courthouse 110 Allamakee Street Waukon, Iowa. Board Members present were as follows: Dennis Blocker, Marilyn Clark, Dennis Koenig, Bill Moody and Jeanie Carroll. Present from the Board of Supervisors were as follows: Dennis Koenig, Larry Shellhammer, and Dan Byrnes. Conservation Board staff members present were as follows: Jim Janett, Jarrod Olson, Ross Geerdes and Jackie Jellings. Present from the public were as follows: Brain Stark, Karen Galema, John Verdon, Ric Zarwell, Bruce and Mary Palmborg, Curtis Snitker, Darrel Wortman, R. Craig White, Bill O'Conner, Doug Mullen, Ray Wagner, Gary Galema, Brent Darling, Rachelle Howe, Robert Hinkel, Tom Linbach, Don Thran, Gary Krapfl, John and Judy Schild, Sue and Joe Papp, Valerie Reinke, Ardie Kuhse, Mary Keatley, Bob Keatley, Cindy Schellhammer, City of Lansing Mayor Mike Brennan, Ralieg Buckmaster, Marty Brennan, Doug Sharp, Karen Pratte, Gary Kerndt, and Lyle Tekippe.

The Public Hearing portion of the meeting was re-opened from the October 6, 2015 recess with the Allamakee County Conservation Board and the Allamakee County Board of Supervisors. Discussion and consideration of bids for the Allamakee County Driftless Visitor Center continued. During the Board of Supervisors portion of the meeting the Board of Supervisors approved the Conservation Board to award contracts for the Driftless Education and Visitors Center. The Conservation Board made three motions to award the contracts for the Education and Visitor Center. A motion made by Carroll to award Cresco Builders the building contract for \$1,934,710.00, second by Clark, all in favor, motion carried. A motion by Clark was made to award Skyline Construction the Civil work contract for \$797,379.00, second by Koenig, all in favor, motion carried. A motion made by Moody to award Shawver Well the contract for the geothermal system for \$77,649.00, second Clark, all in favor, motion carried. Brain Stark from Martin Gardner Architecture advised the Board to install LED lighting, and copper fixtures. Stark also discussed some different products options.

The next meeting of the Allamakee County Conservation Board will be November 3rd, 2015 at 1:00 P.M at the Board office located at 427 North First Street Harpers Ferry, Iowa.

Being no other business or items to discuss, motion to adjourn made Koenig, second by Clark, all in favor to adjourn at 10:00 A.M.

November 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session at 11:00 A.M. Tuesday November 3rd, 2015 at the Columbus Property located at 1944 Columbus Road Lansing, Iowa. Board members present were as follows: Dennis Blocker, Jeanie Carroll, Marilyn Clark, Dennis Koenig, and Bill Moody. Conservation Board staff members present were as follows: Ross Geerdes, James Janett, Jackie Jellings, and Jarrod Olson. Seventy community members were present from the public.

The meeting was called to order at 11:00 A.M. and the Groundbreaking Ceremony for the Driftless Area Education and Visitor Center began. Speakers for the ceremony were as follows: Director James Janett, Foundation Board Member Jane M. Regan, Chairman of the Allamakee County Board of Supervisors Larry Shellhammer, Lansing Mayor Mike Brennan, and Honorary Campaign Chair Member Msgr. Ed Lechtenberg. The ceremony had the following agenda: welcome, introduction of Conservation and Foundation Board Members, supportive speeches by Janett, Regan, Shellhammer, Brennan and Msgr. Ed Lechtenberg blessed the ground and the project. Kee High School students performed the ground breaking for the Center. A large group picture was taken.

Minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

The Director gave an update on all Grant and fundraising efforts. The Director, Jane M. Regan, Mike Brennan, and Larry Shellhammer will be presenting at the upcoming meeting with the CAT Grant Board, on November 18th, 2015.

The Board discussed the potential options for interim financing. The Board advised the Director to make contact with the surrounding banks for possible interim financing. The Director will report findings to the Board at the December meeting.

Field operations and educational program updates were provide to the Board. Construction is underway on the new shelter house at the Halverson addition of the Kolsrud Park, kiosk repair at Volney and Kolsrud Park, and well digging for the geothermal at Columbus. Winterization of facilities has also begun. Ross Geerdes will be attending Iowa Association of Naturalist training November 18th through the 20th. The Staff has also been running a couple of residents from Luster Heights to help out with remaining fall projects.

The next meeting of the Allamakee County Conservation Board will be December 1st, 2015 at 1:00 P.M at the Board office located at 427 North First Street Harpers Ferry, Iowa.

There being no additional business a motion to adjourn was made by Clark, second by Koenig, all in favor, the meeting was adjourned at 12:45 P.M.

December 2015 Minutes of the Allamakee County Conservation Board

The Allamakee County Conservation Board met in regular session at 1:00 P.M. Tuesday December 1, 2015 in the Board Office located at 427 North First Street Harpers Ferry, Iowa. Board members present were as follows: Dennis Blocker, Jeanie Carroll, Marilyn Clark, Dennis Koenig, and Bill Moody. Conservation Board staff members present were as follows: Ross Geerdes, James Janett, Jackie Jellings, and Jarrod Olson. Bruce Palmburg was present from the public.

The meeting was called to order at 1:00 P.M. and the minutes from the previous meeting were read and approved.

Claims, revenues, and fiscal year account balances were reviewed and approved by the Board.

The Director collected Board Members mileage.

Jane M. Regan addressed the Board on the importance of the Mississippi River Parkway Commission Corridor Management Plan. A motion was made on supporting the Mississippi River Parkway Commission Corridor Management Plan. Motion made by Carroll, seconded by Koenig; all in favor, motion passed to use the Mississippi River Parkway Commission Corridor Management Plan.

The RC&D Office is looking at possible locations to place information kiosks along the Driftless Area Scenic Byway. The Board reviewed and approved placement of a Driftless Area Scenic Byway information Kiosk, at Bluffview Park. Cost for installation is covered by the Driftless Area Scenic Byway.

The Board reviewed and discussed the posting of the Postville Trail Line Property for sale and discussed possible minimum amounts for the property. A motion was made by Clark to set minimum sale price of the Postville Trail Line Property at \$4,000.00, second Carroll, all in favor, motion carried. The price was established by the amount of acreage and the costs associated with completing the sale.

Updates on fundraising and grants for the Driftless Area Education and Visitor Center were provided to the Board. The Director and Jane M. Regan would be attending the next CAT Board review meeting on December 9th, 2015 in Des Moines. Work completed on the project included drilling of the geothermal wells, building site excavation, and pouring of footings and walls. The Board reviewed and approved the first contractor claims, totaling \$114,808.94 to be reimbursed by the National Scenic Byway Grant. A motion was made to approve Cresco Builders claim for \$32,803.50 by Koenig, second Clark, all in favor, motion carried. A motion was made to approve Skyline Construction's claim for \$40,515.44 by Clark, second Moody, all in favor, motion carried. A motion was made to approve Shawver Well's claim for \$41,490.00 by Clark, second by Carroll, all in favor, motion carried.

The Board reviewed the upcoming contract from Split Rock Studios. It included design, development and pre-production for interpretive displays in the Driftless Area Education and Visitor Center. No action was taken on signing the contract.

The Director will be making contact with the surrounding banks for possible interim financing. The Director will report findings to the Board at the January meeting.

Field operations and educational program updates were provided to the Board. Nobles Island has ongoing construction on the new restroom. Restrooms have been winterized for the season, the shelter house at Halverson Park is complete, Luster Heights residents are done for the season, and docks have been pulled for the season.

The next meeting of the Allamakee County Conservation Board will be January 5th, 2015 at 1:00 P.M at the Board office located at 427 North First Street Harpers Ferry, Iowa.

There being no additional business a motion to adjourn was made by Clark, second by Moody; all in favor, the meeting was adjourned at 3:00 P.M.