

Black Hawk County Conservation Board Minutes

The Black Hawk County Conservation Board met on Thursday, December 11, 2025, at 1346 West Airline Highway, Waterloo, IA and via Microsoft Teams. The meeting was called to order by Jenny Murphy, President, at 5:00 PM.

Roll call members present: Terri Rogers, Jenny Murphy, Jon McNamee & Josh Balk.

Unless otherwise noted, all actions were approved unanimously.

Staff Present:

Nichole Koelling, Office Manager

Cherrie Northrup, Planning Administrator

Amy Davison, Nature Center Manager

Jim Weimer, Wildlife Conservationist II

Karl Kozak, North Unit Ranger

AGENDA

Motion by McNamee, seconded by Balk to approve the agenda. Motion Carried.

MINUTES

Motion by McNamee, seconded by Balk to approve the minutes of the November 13, 2025, board meeting. Motion Carried.

BILLS

Motion by McNamee, seconded by Balk to approve the bills submitted. Motion Carried.

VISITOR(S) CONCERNS:

None.

RESOLUTION – CONSERVATION CORPS LEASE AGREEMENT RENEWAL – Karl Kozak

Motion by Rogers, seconded by McNamee, to move the following resolution:

Black Hawk County Conservation Board approves renewal of the current lease agreement with the Conservation Corps of Iowa/Minnesota for the rental of office space at the Administrative Office and equipment storage space at Black Hawk Park for calendar year 2026 expiring on December 31, 2026, with no changes to the rental fee or lease agreement language. Furthermore, the Board authorizes the Executive Director to sign the lease agreement document.

AYES: Rogers, Balk, Murphy, McNamee.

NAYS: None.

Resolution adopted.

RESOLUTION – HICKORY HILLS MANAGEMENT AGREEMENT RENEWAL – Karl Kozak

This item was tabled. No action was taken.

TSI BIDS, BLACK HAWK CREEK GREENBELT – *Jim Weimer*

Motion by Balk, seconded by McNamee to move the following resolution:

Black Hawk County Conservation Board accepts and approves the REVENUE BID submitted by Bruggeman Lumber of Hopkinton, IA, in the amount of \$107,374.00 and work in the Black Hawk Creek Greenbelt consistent with the approved Forest Management Plan.

AYES: McNamee, Murphy, Balk, Rogers.

NAYS: None.

Resolution adopted.

IOWA NATIVE PLANT SOCIETY GRANT APPLICATION – *Jim Weimer*

Motion by McNamee, seconded by Balk to authorize staff to apply for an Iowa Native Plant Society Grant in the amount of \$1250.00 to hire a land management contractor to conduct woody vegetation removal in the Cedar Hills Sand Prairie. Motion Carried.

RESOLUTION – ACCEPT THE HARTMAN RESERVE EROSION REPAIR PROJECT AS SUBSTANTIALLY COMPLETE – *Cherrie Northrup*

Motion by Rogers, seconded by McNamee, to move the following resolution:

Black Hawk County Conservation Board accepts the Hartman Preserve Erosion Repair project as substantially complete. The Black Hawk County Conservation Board authorizes the contract retainer in the amount of \$10,455.40 be paid to Veracity Excavating, LLC.

AYES: Rogers, Balk, Murphy, McNamee.

NAYS: None.

Resolution adopted.

LETTER OF SUPPORT, CEDAR FALLS TOURISM – *Cherrie Northrup*

Motion by McNamee, seconded by Balk to authorize staff to provide a letter of support to Cedar Falls Tourism for their request to the National Park Service to designate the Cedar Valley Lakes Trail as a National Recreational Trail. Motion Carried.

MEETING DATES SCHEDULE FOR 2026 – *Karl Kozak*

The Board was given a copy of the Black Hawk County Conservation Board meeting date schedule for 2026. No action was taken.

RESOURCE MANAGEMENT – *Jim Weimer*

Staff showed a video that will be used to educate the public about Timber Stand Improvement.

UNIT RANGER REPORTS – *Karl Kozak*

North Unit:

Staff have been busy with winter maintenance & the Holiday Light Show.

South Unit:

Staff have been busy with winter maintenance & the Holiday Light Show.

NATURE CENTER REPORT – *Amy Davison*

Woodland Wonderland will be held on December 12th & 13th. Staff have been busy with winter programming & maintenance.

DIRECTORS REPORT – *Karl Kozak*

The new phone systems were installed at the Administrative Office & Hartman Reserve. Karl Kozak presented Jenny Murphy with a plaque commemorating her 10 years of service as a BHCCB member. A written report was submitted.

ANY REPORTS OR INFORMATION FROM THE BOARD

None.

Motion by McNamee, seconded by Rogers to adjourn. Motion Carried.

Adjourned 5:28 PM.

NICHOLE KOELLING

DATE