

**Black Hawk County Conservation Board  
Minutes**

The Black Hawk County Conservation Board met on Thursday, February 13, 2025, at 1346 West Airline Highway, Waterloo, IA and via Zoom. The meeting was called to order by Josh Balk, Vice President, at 5:00 PM.

Roll call members present: Josh Balk, Jon McNamee, Mike Bonser & Jenny Murphy.

Unless otherwise noted, all actions were approved unanimously.

**Staff Present:**

Mike Hendrickson, Executive Director  
Cherrie Northrup, Planning Administrator  
Amy Davison, Nature Center Manager

Nikki Koelling, Office Manager  
Karl Kozak, North Unit Ranger  
Jim Weimer, Wildlife Conservationist II

**AGENDA**

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

**MINUTES**

Motion by McNamee, seconded by Bonser to approve the minutes of the January 9, 2025, board meeting. Motion Carried.

**BILLS**

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

**VISITORS**

Michelle Weidner, BHC Finance Director  
Gabbi DeWitt, BHC Marketing Coordinator

Heather Prendergast, Assistant County Attorney  
Ritch Kurtenbach, BHC Board of Supervisors

Jenny Murphy, President, arrived at 5:02PM & took over the meeting.

**VISITOR(S) CONCERNS:**

None.

**RESOLUTION: ROTARY RESERVE WINDOWS, SIDING & DOORS CHANGE ORDER #2** – *Mike Hendrickson*

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

Black Hawk County Conservation Board acknowledges, accepts and approves of the execution of Change Order #2 in the amount of \$1,350.00 to have 15 sheets of rotted wall sheathing replaced with new ¾" OSB sheathing as part of the Rotary Reserve Replacement Windows, Siding & Doors Contract with Don Gardner Construction of Waterloo, IA, dated November 25, 2024. This change order will increase the current contract, as adjusted by change order #1 from \$196,840.00 to \$198,190.00.

AYES: Balk, Bonser, Murphy, McNamee.

NAYS: None.

Resolution adopted.

**RESOLUTION: BLACK HAWK PARK TRUCK SHED ROOF REPAIR, CHANGE ORDER #1** – Mike Hendrickson

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

Black Hawk County Conservation Board acknowledges, accepts and approves of the execution of Change Order #1 in the amount of \$1,950.00 for adding the labor associated with the removal and replacement of additional soffit using inhouse steel to the Contract with Robert Miller Construction, LLC of Fairbank, IA, dated October 28, 2024. Change order #1 will increase the current contract, from \$14,250.00 to \$16,200.00.

AYES: Bonser, Murphy, McNamee, Balk.

NAYS: None.

Resolution adopted.

**RESOLUTION: FISH HABITAT, CASEY LAKE, CHANGE ORDER #3** – Cherrie Northrup

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

Black Hawk County Conservation Board accepts and approves Change Order #3, for the Fish Habitat Structure portion of the Casey Lake Restoration Project contract with Hudson Hardware Plumbing & Heating in the amount of -\$1,263.62 as determined through quantity verifications by the project engineer. Change Order #3 reduces the current contract amount, from \$105,800.00 to \$104,536.38. Furthermore, the Black Hawk County Conservation Board authorizes the Executive Director to sign the same.

AYES: Murphy, McNamee, Balk, Bonser.

NAYS: None.

Resolution adopted.

**RESOLUTION: ACCEPT CASEY LAKE FISH HABITAT AS SUBSTANTIALLY COMPLETE** – Cherrie Northrup

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

Black Hawk County Conservation Board accepts the Fish Habitat Structure portion of the Casey Lake Restoration Project as substantially complete. The Black Hawk County Conservation Board authorizes Pay App #3-Final, containing the project balance of \$5,226.82 to be released to the contractor.

AYES: McNamee, Balk, Bonser, Murphy.

NAYS: None.

Resolution adopted.

**RESOLUTION: APPROVAL OF IOWA LAW ENFORCEMENT AGREEMENT** – Mike Hendrickson

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

Black Hawk County Conservation Board approves entering into the employment commitment agreement with Noah Riker for Iowa Law Enforcement Academy Training expenses. Black Hawk County agrees to fund the training based on the commitment of the employee to a minimum of 48 months of employment with the county following his ILEA Certification. Failure to comply results in a refund to the County for training expenses as outlined in the agreement document.

AYES: Balk, Bonser, Murphy, McNamee.

NAYS: None.

Resolution adopted.

**RESOLUTION: REQUEST FOR ISSUANCE OF BONDS** – *Michelle Weidner*

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

Resolution of Black Hawk County Conservation Board, Black Hawk County, Iowa, requesting that Black Hawk County Board of Supervisors issue general obligation bonds for Conservation projects for FY2025 and FY2026.

Whereas, The Black Hawk County Conservation Board respectfully requests that the Black Hawk County Board of Supervisors issue general obligation bonds for the Conservation projects listed below which total \$2,008,500.00. No one project would exceed the project threshold of \$400,530.00 of bond funding.

FY25: Casey Lake Restoration construction & engineering, Hartman Reserve Erosion Control construction & engineering, Rotary Reserve – windows/siding, Black Hawk Park – roof replacement, Security Camera System – Admin & Hartman, Sidewalk replacement – Admin office, Beaver Valley Wetland Pier construction & engineering.

FY26: Admin Office parking lot resurfacing, Lakeview Lodge/Whitetail Cabin siding replacement, Park destination entrance signage, Hickory Hills Park – paving project, McFarlane Park – paving project, Sunset Shelter replacement, Hickory Hills security lights upgrade.

AYES: Bonser, Murphy, McNamee, Balk.

NAYS: None.

Resolution adopted.

**RESOURCE MANAGEMENT** – *Jim Weimer*

Staff have been busy with clearing trees & shrubs at Bruggeman Wildlife Area & Klima Wildlife Area.

**UNIT RANGER REPORTS** – *Karl Kozak*

**North Unit:**

Staff have been busy with clean-up after the tree harvest at Black Hawk Park. Staff have also been busy with cutting firewood & snow removal.

**South Unit:**

Staff have been busy with countertop updates in the modern cabins at Hickory Hills Park.

**NATURE CENTER REPORT** – *Amy Davison*

Staff will be tapping trees for maple syrup on February 25<sup>th</sup>. Maple Syrup Festival will be held on March 14<sup>th</sup> – 16<sup>th</sup>. Staff have been busy with new exhibit work. Staff will begin interviewing for the vacant Naturalist I position next week. All of April & May are booked with field trips!

**DIRECTORS REPORT** – *Mike Hendrickson*

A written report was submitted.

**ANY REPORTS OR INFORMATION FROM THE BOARD**

Mike Bonser visited Klima Wildlife Area & Cedar Island Wildlife Area.

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

Adjourned 5:38 PM.