

**Black Hawk County Conservation Board  
Minutes**

The Black Hawk County Conservation Board met on Thursday, June 12, 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: Josh Balk, Jon McNamee, Jenny Murphy, Terri Rogers & Mike Bonser.

Unless otherwise noted, all actions were approved unanimously.

**Staff Present:**

Mike Hendrickson, Executive Director  
Cherrie Northrup, Planning Administrator  
Al Finke, South Unit Ranger  
Amy Davison, Nature Center Manager

Nichole Koelling, Office Manager  
Ben Rindels, Ranger III  
Jim Weimer, Wildlife Conservationist II  
Dax Johnston, Maintenance I

**AGENDA**

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

**MINUTES**

Motion by McNamee, seconded by Balk to approve the minutes of the May 8, 2025, board meeting. Motion Carried.

**BILLS**

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

**VISITORS**

Michelle Weidner, BHC Finance Director

Heather Prendergast, Assistant County Attorney

**VISITOR(S) CONCERNS:**

None.

**RESOLUTION AMENDMENT, BLACK HAWK PARK SHOP ROOF PROJECT** – *Cherrie Northrup*

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

Black Hawk County Conservation Board approves change order #2, adding \$57.78 to the contract price for additional lumber materials associated with the fascia framing and amends the resolution passed on May 8, 2025, to accurately reflect the final amount paid to the project contractor, Robert Miller Construction LLC, of \$1,750.00.

AYES: Balk, Bonser, Murphy, Rogers, McNamee.

NAYS: None.

Resolution adopted.

**RESOLUTION: CHANGE ORDER #1, CASEY LAKE BOAT DOCKS** – *Cherrie Northrup*

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

Black Hawk County Conservation Board approves, accepts and authorizes execution of Change Order #1 in the amount of \$48.00 for the Casey Lake Boat Docks Contract with TWR Dock and Marine to reflect the change in style of double-loop grab bars to be installed on the two boat docks. Change Order #1 increases the contract amount with TWR Dock and Marine from \$39,676.24 to \$39,724.24.

AYES: Bonser, Murphy, Rogers, McNamee, Balk.

NAYS: None.

Resolution adopted.

**RESOLUTION: ACCEPT THE ROTARY RESERVE SIDING, WINDOWS, DOORS PROJECT AS SUBSTANTIALLY COMPLETE** – *Mike Hendrickson*

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

Black Hawk County Conservation Board accepts the Rotary Reserve Siding, Windows, & Doors project as substantially complete. The Black Hawk County Conservation Board authorizes the contract balance of \$9,909.50 be paid to Don Gardner Construction Co.

AYES: Murphy, Rogers, McNamee, Balk, Bonser.

NAYS: None.

Resolution adopted.

**RESOLUTION: CHANGE ORDER #1 – FINAL, CEDAR VALLEY NATURE TRAIL, DIVISION 2, BP2 – PAVING PROJECT** – *Cherrie Northrup*

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

Black Hawk County Conservation Board accepts and approves Change Order #1 – Final, for the Cedar Valley Nature Trail, Division 2, Paving contract with Aspro, Inc. in the amount of \$88,861.56 as determined through quantity verifications by the project engineer and utilizing American Rescue Plan funds. Change Order #1 – Final, will increase the current contract amount, from \$648,119.15 to \$736,980.71. Furthermore, the Black Hawk County Conservation Board recommends that the Board of Supervisors accept and approve the same.

AYES: Rogers, McNamee, Balk, Bonser, Murphy.

NAYS: None.

Resolution adopted.

**RESOLUTION: ACCEPT THE CEDAR VALLEY NATURE TRAIL, DIVISION 2, BP2-PAVING PROJECT AS SUBSTANTIALLY COMPLETE** – *Cherrie Northrup*

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

Black Hawk County Conservation Board accepts the Division 2, Bid Package 2, Paving project on the Cedar Valley Nature Trail as substantially complete. The Black Hawk County Conservation Board recommends that, upon acceptance by the Board of Supervisors, Pay App #6-Final, containing the project retainage of \$36,849.04 be paid to Aspro, Inc. 30 days later utilizing the American Rescue Plan funds. Furthermore, the Black Hawk County Conservation Board recommends that the Board of Supervisors accept and approve the same.

AYES: McNamee, Balk, Bonser, Murphy, Rogers.

NAYS: None.

Resolution adopted.

**RESOLUTION: ACCEPT THE ADMIN OFFICE FOUNDATION WALL  
WATERPROOFING/SIDEWALK REPLACEMENT PROJECT AS SUBSTANTIALLY COMPLETE –**

*Cherrie Northrup*

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

Black Hawk County Conservation Board accepts the Conservation Administrative Office Foundation Wall Waterproofing/Sidewalk Replacement project as substantially complete and authorizes payment of the full contract amount of \$44,025.00.

AYES: Balk, Bonser, Murphy, Rogers, McNamee.

NAYS: None.

Resolution adopted.

**APPROVE HIRE OF NATURALIST I, HARTMAN RESERVE** – *Amy Davison*

Motion by Bonser, seconded by Rogers to accept Hannah Hamilton to fill the position of Naturalist I effective June 9, 2025. Motion Carried.

**APPROVE HIRE OF SOUTH UNIT MAINTENANCE I** – *Al Finke*

Motion by Rogers, seconded by Bonser to accept Dax Johnston to fill the position of Maintenance I effective June 9, 2025. Motion Carried.

**NON-BARGAINING WAGES** – *Mike Hendrickson*

Motion by McNamee, seconded by Balk to authorize a 3.25% Cost of Living increase & applicable merit increases for the non-bargaining employees effective July 1, 2025. Motion Carried.

**SIGNATURE AUTHORIZATION** – *Mike Hendrickson*

Motion by Rogers, seconded by Bonser to authorize Al Finke, South Unit Ranger and Karl Kozak, North Unit Ranger to sign documents in the Executive Directors absence from July 12, 2025 to July 27, 2025. Motion Carried.

**RESOURCE MANAGEMENT** – *Jim Weimer*

Wildlife staff have been busy with TSI work in various areas. Tanner Archer has transitioned to the Wildlife Conservationist I position; things have been going great. Trent Polley is the new Natural Resources Intern.

**UNIT RANGER REPORTS** – *Ben Rindels/Al Finke*

**North Unit:**

Seasonal staff have started working for the season. Camping & cabin rentals have been very busy. Staff have been busy working in the wildlife areas, filling potholes, trimming, etc.

**South Unit:**

The group camp electric service has been upgraded to 50/30/20. Staff have been busy with water line repairs & normal park maintenance.

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

Staff have been busy with summer camps. Staff is starting a new program, “Nature in Your Neighborhood” in partnership with Waterloo Leisure Services. The Nature Center will be adopting a new possum from the Blank Park Zoo.

**DIRECTORS REPORT** – *Mike Hendrickson*

A written report was submitted.

**ANY REPORTS OR INFORMATION FROM THE BOARD**

None.

**EXECUTIVE SESSION** – (Chapter 21.5, Section. I of the Iowa Code) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Motion by Rogers, seconded by Bonser, to go into executive session to evaluate the professional competence of the Executive Director.

Jon McNamee left the meeting at 5:38 PM.

Motion by Bonser, seconded by Balk to go out of executive session. Motion carried.

Motion by Rogers, seconded by Balk to authorize a 3.25% Cost of Living increase for the Executive Director effective July 1, 2025, as approved and budgeted by the BHC Board of Supervisors. Motion Carried.

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

Adjourned 6:09 PM.

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NICHOLE KOELLING

DATE