

ITEM R2. Election of Board Officers and Committee Assignments for 2020 (Conservation Board)

Dan stated that following the traditional rotation of officers Cindy Bennett would take the position of Chair, Aaron Gehling would move to Vice Chair, and Suzan Boden would serve as Secretary. The board agreed by consensus.

Cindy assumed the role of Chair for the remainder of the meeting.

Chris Zellmer-Zant agreed to continue serving on the county REAP committee and the Woodbury County Conservation Foundation. Dan noted that all board members serve on the Endowment Fund Committee.

Aaron asked for an update on IWILL, and Dan gave a brief summary.

ITEM R3. FY21 Operational Budget – Informational (Heissel)

Dan reported that his budget review for the REAP, Conservation Reserve and Nature Center funds is scheduled for January 14th following the Supervisors regular meeting, and the remainder will be addressed on the following Tuesday. Dan was told that the Supervisors are considering a proposal to cut the overall county budget by 1%. Dan stated that, if that happens, he wants to decide where to make the cuts in the conservation budget and not the budget director.

ITEM R4. Overtime Policy Update –Action (Heissel)

As discussed at the December meeting, Dan drafted an update to the WCCB Overtime and Compensatory Time Policy to allow for extra compensatory time on winter holidays and holiday weekends for staff required to remove snow at open facilities. The proposed policy revision was approved individually by board members via email following last month's meeting to put it in place for the Christmas and New Year's holidays if needed. Dan presented the policy again for formal vote. The policy addition is as follows:

Employees in the position of Deputy Director, Resource Naturalist, District Resource Manager, Assistant Resource Manager and Resource Technician stationed at facilities that are open and expected to have public access (Nature Center, Rental Cabins) shall accrue double compensatory time up to 16 hours for each of the following holidays worked for snow removal: Thanksgiving, Christmas Eve, Christmas Day, New Year's Day and Martin Luther King Day. Furthermore, if the holiday falls on a weekday and the employee is required to work on a weekend during that same pay period, they shall accrue compensatory time at the rate of 1 ½ times for each hour worked.

MOTION by Suzan, second by Neil.

To formally approve and adopt the revised Woodbury County Conservation Board Overtime and Compensatory Time Policy previously approved via email.¹⁻²⁰

VOTE: Aye: Aaron Gehling, Chris Zellmer-Zant, Cindy Bennett, Neil Stockfleth & Suzan Boden
Nay: None
Absent: None

¹⁻²⁰ To formally approve and adopt the revised Woodbury County Conservation Board Overtime and Compensatory Time Policy previously approved via email.

ITEM R5. Solar Proposal Discussion (Heissel)

Dan reported that the project is on hold until an agreement is reached in regard to the issue of liability insurance. The County Attorney wants the solar company to carry liability insurance with a one million dollars per occurrence and no more than two million dollars per year provision. Dan noted that if Dolf agrees to carry the insurance, the cost will be reflected in the board's project costs, significantly reducing energy savings. Dan will ask Dolf for new rate projections.

MOTION by Neil, second by Aaron.

To require Two Hawks, LLC to carry liability insurance as recommended by the Woodbury County Attorney.²⁻²⁰

VOTE: Aye: Aaron Gehling, Chris Zellmer-Zant, Cindy Bennett, Neil Stockfleth
Abstain: Suzan Boden
Nay: None
Absent: None

ITEM R6. Capital Improvement Projects Update (Heissel)

1. Brown's Lake – Concession Stand & Beach Plans – Informational

Dan presented updated drawings for the Brown's Lake beach house including the changes suggested. The bid letting schedule is not yet available due to the changes requested. The dirt work plan is done and will be sent soon. Bids are anticipated to be released this month.

2. Water for Browns Lake/Snyder Bend – Informational

Dan reported that at the board's request he had made some inquiries regarding getting city water to Bigelow Park and Snyder Bend Park. The most favorable scenario would be getting water from Salix rather than Sioux City, but it doesn't seem very likely at this point.

3. Oto Boat Ramp – Informational/Discussion (Heissel)

As discussed last month, Dan looked into possible land for a fishing ramp as requested by the Little Sioux Fishing Club. He met with Doug Johnson of D & K Family Farms regarding a 6-acre property with an estimated cost of \$35-40,000. The board decided not to pursue it any further at this time.

ITEM R7. Board member/staff reports

1. Administrative items (Dan)

Dan reported on the following items:

a. February Meeting Date

The next meeting will be held at 4:00 p.m. on Thursday, February 13, 2020 at the Dorothy Pecaut Nature Center.

²⁻²⁰ To require Two Hawks, LLC to carry liability insurance as recommended by the Woodbury County Attorney.

b. Southwood Resource Manager Position - Informational

Dan stated that the internal posting for the Southwood Resource Manager position was officially opened on Monday, January 6th, and would run through Wednesday, January 15th. Interviews will be conducted the week of the 24th. The interview committee will consist of Dan Heissel, Brian Stehr, Board Chair Cindy Bennett, and HR Director Melissa Thomas. The salary will be acted on at the next meeting.

c. Other

Dan reported that he contacted the Sacred Heart principal again by email mentioning possible County Attorney involvement. She emailed back with an apology and explained that she had turned it over to Dustin of Lieber Construction. Dan then received an email from Dustin stating that he would have it surveyed right away and replace the pin. He also stated that in the spring he would bring in dirt and work with Dan on seeding it.

Brief discussion was held regarding the Kimmel property and failed attempts to purchase it as they were not interested in negotiating. The building site and trees in the middle of the property have been removed, and they are beginning to take out the trees all the way to the shoreline. Dan advised them that he had contacted Doug Chafa at the DNR regarding property lines.

2. Nature Center Activities (Snyder)

Dawn reported on the following Nature Center activities:

- A list of potential nominees for the Friend of Conservation and Conservation Educator awards was distributed. Board members were asked to submit any suggestions and/or additions to Dawn. The awards will take place at the volunteer dinner on March 26th.
- A meeting was held with a website developer from Columbus, Nebraska yesterday to discuss the possibility of a website update. They will prepare a proposal to consider at next month's meeting. The goal would be to streamline the website and make it more user and mobile device friendly. There are currently 160 pages of content on the website, as well as links for cabin and shelter rentals, annual shooting range permit purchases, donations and memberships. Their initial estimate for a basic set up is \$8,000.
- A donated antler tree, with over 300 antlers, has been set up in the Nature Center exhibit area.
- Theresa compiled a list of program request trends for 2019 indicating that 29 groups (3,890 people) were unable to be accommodated in 2019.
- The WCCF annual meeting will be held on Saturday, February 1st. Dawn's sister, Stacey Snyder, will be speaking about her experiences on her National Geographic trip to Antarctica.
- Naturalist staff will be meeting with Jay Gorsch from University of Iowa's School of the Wild to explore a possible new field trip approach for schools in Woodbury County. He leads a very successful program with the Iowa City school district that includes all 6th grade students, and they are interested in expanding into other parts of Iowa.
- Summer intern position ads have been posted.
- An invitation was received to sponsor and/or attend the North American Prairie Conference in central Iowa. The board opted to pass it on to the Foundation for possible sponsorship. Some staff members may attend.

3. Park Activities (Stehr)

Dan presented Brian's report on the following park activities:

- The shooting range is now closed until March. Dan added that a new annual permit purchase site has been built to switch over to the next year's permits as of December 15th since people want to purchase permits for Christmas presents each year.
- Staff continues to remove dead trees and split logs for the camping season.
- Southwood staff has been working on revising their fire rig and mounting the equipment on a permanent frame to be taken in and out of the truck with pallet forks.
- Snyder Bend cabin chairs are in very bad shape and cannot be cleaned. It was discovered that purchasing new chairs would be cheaper than reupholstering the existing chairs.
- Derek Bean passed his physical test for admission into the Law Enforcement Academy. His first day was January 2nd.
- Tanner completed his CDL written tests and is practicing for the driving portion.
- The two new trucks are expected to be delivered in January. Staff will need to remove all law enforcement equipment from the old trucks.
- Field staff have been very happy with the new log splitter.

4. Board

Dan stated that the 2019 annual report is complete, except for the financial information which has not been finalized, and that the 2018 report is also in progress.

ITEM R8. Adjournment

The meeting was adjourned at 5:38 p.m.

The above minutes were recorded by Dawn Bostwick.

Recording Secretary, Dawn Bostwick

Board Secretary, Suzan Boden

Board Chair, Cindy Bennett