

**WOODBURY COUNTY, IOWA, CONSERVATION BOARD  
MINUTES OF THE THURSDAY, AUGUST 4, 2016, BOARD MEETING**

The following is a true copy of the minutes of the meeting of the Woodbury County, Iowa, Conservation Board held on Thursday, August 4, 2016, at the Brown's Lake Shelter beginning at 5:00 p.m.

**BOARD MEMBERS PRESENT**

Chris Zellmer-Zant, Cindy Bennett, Don Dixon, and Neil Stockfleth

**BOARD MEMBERS ABSENT**

Suzan Boden

**STAFF PRESENT**

Schneider, Snyder, Stehr, Bales, VanVoorst and Bostwick

**OTHERS PRESENT**

Larry Clausen, County Supervisor

**CALL TO ORDER**

President Bennett called the meeting to order at 5:00 p.m.

**CORRESPONDENCE ITEMS**

Schneider presented the following correspondence items to the board.

- Thank you note from Mark Peterson for the retirement gift.
- Notice of retirement from Bernard Ketelsen setting August 31, 2016, as his last day of employment.
- Letter written by Schneider to the Woodbury County Board of Adjustment discouraging the approval of a conditional use permit for Applicant Lieber Land Holdings LLC on property owned by Wendel Real Estate, LLC.

**PUBLIC PARTICIPATION**

None

**ITEM R1.     APPROVE CONSENT AGENDA**

**MOTION** by Dixon second by Zellmer-Zant.

To approve the consent agenda.

**VOTE:**   Aye: Chris Zellmer-Zant, Cindy Bennett, Don Dixon, & Neil Stockfleth  
              Nay: None  
              Absent: Suzan Boden

Consent agenda was approved and involved the following items:

**ITEM C1.    Approve minutes of the July 7, 2016 monthly meeting.**

**ITEM C2.    Approve July 2016 claims and expenditures.**

**ITEM C3.    Receive and place on file the July 2016 financial / budget report.**

**ITEM C4. Acceptance of Gifts/Donations:**

1. Red Lobster – Cups
2. Summer’s Canoe – Canoe use for camps
3. Maureen Pape – Teaching supplies
4. Garnetta Snyder – Craft supplies

**ITEM R2. Appointment of Dylan Bales and Nathan Silfies, Resource Technicians, as peace officers effective September 12, 2016 and requiring them to become certified through the Iowa Law Enforcement Academy within twelve months. (Schneider)**

Schneider informed the board of the timing of upcoming staff changes. On September 12<sup>th</sup>, the first day of the pay period following Bernie Ketelsen’s retirement, Bob Fundermann will be promoted to Resource Manager and Nathan Silfies will be promoted to Assistant Resource Manager at Little Sioux Park. At the same time, Dylan Bales will be promoted to Assistant Resource Manager at Snyder Bend/Brown’s Lake.

Both Bales and Silfies will be assuming positions requiring law enforcement certification. They are scheduled for the basic training class beginning January 3<sup>rd</sup> at the Iowa Law Enforcement Academy.

**MOTION** by Stockfleth, second by Zellmer-Zant.

To authorize the appointment of Dylan Bales and Nathan Silfies, Resource Technicians, as peace officers effective September 12, 2016, and require them to become certified through the Iowa Law Enforcement Academy within twelve months.<sup>21-16</sup>

**VOTE:** Aye: Chris Zellmer-Zant, Cindy Bennett, Don Dixon, & Neil Stockfleth  
Nay: None  
Absent: Suzan Boden

**ITEM R3. Approval of items for disposal on City auction. (Schneider)**

Schneider presented a list of potential items for disposal on the Sioux City public auction on September 17, 2016.

**MOTION** by Zellmer-Zant, second by Stockfleth.

To approve the list of surplus items to be disposed of at the City of Sioux City’s public auction on September 17, 2016.<sup>22-16</sup>

**VOTE:** Aye: Chris Zellmer-Zant, Cindy Bennett, Don Dixon, & Neil Stockfleth  
Nay: None  
Absent: Suzan Boden

**ITEM R4. Review proposals to provide the Board with one new Compact Track Loader per minimum specifications and award bid. (Stehr)**

Stehr presented bid results for a 2016 track loader. Of the four bids received, Stehr recommended the Case model from Titan Machinery, as it is the lowest cost and meets all requirements needed

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<sup>21-16</sup> To authorize the appointment of Dylan Bales and Nathan Silfies, Resource Technicians, as peace officers effective September 12, 2016, and require them to become certified through the Iowa Law Enforcement Academy within twelve months.

<sup>22-16</sup> To approve the list of surplus items to be disposed of at the City of Sioux City’s public auction on September 17, 2016.

to operate existing attachments with the possible exception of the stump grinder. The Titan representative is checking into whether it can accommodate the stump grinder, and if not, Stehr recommended the loader from Sooland Bobcat as a second option.

It was noted that the prices came in over the \$62,000 budgeted amount, mainly because of the special forestry package required to operate the brush grinder attachment. Schneider confirmed that reserve funds were available to make up the difference in price.

**MOTION** by Dixon, second by Zellmer-Zant.

To approve the purchase of the 2016 Case TV380 track loader from Titan Machinery at a purchase price of \$63,800, contingent on confirmation that it meets requirements for the existing WCCB brush grinder attachment; or if the previous contingency is not met, to approve the purchase of the 2016 Bobcat T650 track loader from Sooland Bobcat at a purchase price of \$69,513.<sup>23-16</sup>

**VOTE:** Aye: Chris Zellmer-Zant, Cindy Bennett, Don Dixon, & Neil Stockfleth  
Nay: None  
Absent: Suzan Boden

Schneider noted that the additional equipment replacements budgeted for FY17 include the Nature Center Chevy Uplander van and the Nature Center Toro Groundsmaster mower. The Toro mower will be traded on a new mower for Southwood and replaced with Southwood's 2011 John Deere mower. He also stated that the savings in budgeted payroll expense due to retirements and promotions should cover the 1-ton truck purchase not completed last fiscal year.

**ITEM R5. Capital Improvement Projects Update (Schneider)**

Schneider reported on the following capital improvement projects.

**1. Southwood Cabins**

Only a couple invoices are still outstanding for the Southwood cabins. The last two end tables have not yet been received, so the final invoice has not been provided. There will also be an invoice for about \$3,000 of crushed concrete.

**2. Fowler Forest shelter replacement/design services**

Schneider met with FEH and discussed the Fowler Forest shelter design. FEH is working to put together a better cost estimate, which should be available at next month's meeting. The project is expected to be \$120,000-\$150,000, with FEH fees of approximately \$12,000.

**ITEM R6. Review request from Doug Washburn to conduct selective grazing on Owego Wetland Complex. (Schneider)**

Discussion was held regarding a request from Doug Washburn to conduct selective grazing on the Owego Wetland Complex. The WRP easements in place at Owego would limit the options available. Income cannot be received on WRP ground, but a donation might be a possibility. There would be benefits in having the cattails and other vegetation tramped down. Grazing would take place over a short period of time and end before dove season starts on September 1<sup>st</sup>.

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<sup>23-16</sup> To approve the purchase of the 2016 Case TV380 track loader from Titan Machinery at a purchase price of \$63,800, contingent on confirmation that it meets requirements for the existing WCCB brush grinder attachment; or if the previous contingency is not met, to approve the purchase of the 2016 Bobcat T650 track loader from Sooland Bobcat at a purchase price of \$69,513.

The cattle owner would provide the water, tank and fencing. If other parties demonstrate interest, a decision could be made by lottery pick. The board will take it into consideration for next year.

**ITEM R7. Board member / staff reports**

**1. Nature Center activities (Snyder)**

Snyder reported on the following Nature Center activities.

- Summer camps are finished and were successful. All but a couple camps were full.
- Interns will be done in the next couple weeks.
- Summer programs at the parks had good crowds and went well.
- The county fair is going on now.
- The Playscape slide project was completed in late July.
- The eagle sculpture is being built and might arrive by early September. Installation won't happen until after Nature Calls.
- An eagle that was found near Little Sioux, rescued by Tyler Flammang with assistance from Bob Fundermann, and taken to S.O.A.R. for rehabilitation is now ready to be released. It is one of only four eagles cared for by S.O.A.R that have survived lead poisoning this year. The release will take place on August 20<sup>th</sup> at the Anthon picnic.
- The Nature Center will host a four-hour station in the non-profit area at ArtSplash this year. A few interns will be available to help visitors make milkweed seed bombs and promote monarch conservation. This will also be an opportunity to promote the Nature Calls event.
- Nature Calls sponsorships are currently up to \$17,350. Sponsors need to make a commitment by mid-August to be included in the program. Two guns will be included in the raffle this year. Invitations will be going out in the next couple weeks. Publicity will be starting in the newspaper and on the radio.

**2. Park activities (Stehr)**

Stehr reported on the following park activities.

- The Loess Hills Conservation Corps crew worked on invasive species removal at Riverside Bluffs during the last week of July. They were able to finish up most of what was left to fulfill the AGO grant. Staff should be able to complete what remains with the recently purchased forestry grinder attachment.
- Another Conservation Corps crew provided by the Foundation will do fencing work at Riverside Bluffs next week.
- Park staff has been trimming trees and cutting firewood.
- The septic system at Brown's Lake is functioning normally, and camping rates are back to normal.
- Green Acres Greenhouse donated several dozen perennial plants which have been planted around the Southwood cabins.

**3. Administrative items (Schneider)**

Schneider reported on the following items.

**a. Grants/land acquisition update**

Two additional grants were awarded towards the Curtin Timber addition project by the Gilchrist Foundation (\$75,000) and the Iowa Chapter of the National Wild Turkey Federation (\$15,000). An updated funding list was presented. The LAWCON grant is continuing through the federal process and should be complete by the end of the month.

An October closing is possible. Other small grants, including Whitetails Unlimited, will be pursued in the meantime.

**b. 2016 IACCB Annual Conference: Ft. Dodge, Hamilton & Webster CCB's**

The IACCB Annual Conference will be held September 15-17, 2016. The registration deadline is August 15<sup>th</sup>. Don Dixon is the only board member currently registered.

**c. Staff changes update; Ketelsen retirement reception August 28 at Little Sioux Park**

A retirement reception will be held for Bernie Ketelsen at Little Sioux Park Heritage shelter on Sunday, August 28<sup>th</sup>, from 1:00-4:00 p.m. Schneider will email a flyer and asked that it be forwarded to anyone who may be interested. Public is welcome.

The next Resource Manager set to retire in less than four years is Don Haahr at Southwood. Schneider will send a memo out prior to the next meeting with succession planning ideas and include it as an action item next month.

Schneider noted that a request for an additional full-time employee at Southwood Conservation Area would be included in the FY18 budget proposal. Southwood currently has two full-time employees (one law enforcement). With 4,000 acres to manage and the addition of two new cabins, it would be advantageous to add another full-time employee and bring Southwood up to the staffing equivalent of the other parks with one manager supervising two full-time employees.

**d. FY 18 Budget process**

The FY 18 budgeting process has begun. A proposed budget will be available at next month's meeting.

**e. Set date/time for September meeting**

The next board meeting will be held on Thursday, September 1, 2016 at Snyder Bend. Don Dixon will not be able to attend.

Little Sioux was tentatively set for the location of the annual picnic in October.

**ITEM R8. Adjournment**

The meeting was adjourned at 6:15 p.m.

The above minutes were typed by Dawn Bostwick.

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Recording Secretary, Dawn Bostwick

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Board Secretary, Neil Stockfleth

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Board President, Cindy Bennett