

**WOODBURY COUNTY, IOWA, CONSERVATION BOARD
MINUTES OF THE TUESDAY, JULY 17, 2018, BOARD MEETING**

The following is a true copy of the minutes of the meeting of the Woodbury County, Iowa, Conservation Board held on Tuesday, July 17, 2018, at Little Sioux Park Heritage Shelter beginning at 4:30 p.m.

BOARD MEMBERS PRESENT

Chris Zellmer-Zant, Aaron Gehling, and Suzan Boden

BOARD MEMBERS ABSENT

Cindy Bennett, Neil Stockfleth

STAFF PRESENT

Dan Heissel, Brian Stehr, Dawn Snyder, Bob Fundermann, Nathan Silfies and Derek Bean.

OTHERS PRESENT

None

CALL TO ORDER

Vice President, Chris Zellmer-Zant, called the meeting to order at 4:30 p.m.

CORRESPONDENCE ITEMS

None

PUBLIC PARTICIPATION

None

ITEM R1. APPROVE CONSENT AGENDA

MOTION by Aaron, second by Suzan.

To approve the consent agenda.

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

Consent agenda was approved and involved the following items:

ITEM C1. Approve minutes of the June 14, 2018 monthly meeting.

ITEM C2. Approve the June 2018 claims and expenditures.

ITEM C3. Receive and place on file the June 2018 financial/budget report and 4th Quarter FY18 Reserve Fund Report.

ITEM C4. Acceptance of Gifts/Donations:

1. Old Chicago Sioux City for \$900 cash donation for sidewalk project.
2. Floyd Walmart for \$200 gift card for summer day camp materials
3. Mark and Barb Taylor for \$500 for swan interpretive sign/aerator
4. Doris Swanson for S'mores supplies for campfire program
5. Chris Warren for craft supplies
6. Bob and Phyllis Nickolson for nature books

ITEM R2. Approval of FY19 wages/salaries for full-time and regular part-time Conservation department employees. (Dan) - Action

Dan presented the proposed FY 19 Salaries/Wages for full-time employees and regular part-time employees, which includes a 2.75% increase as approved by the Board of Supervisors for the FY 19 budget.

MOTION by Suzan, second by Aaron.

To approve the FY 19 full-time and regular part-time conservation employee salary and wage schedule as presented.²⁷⁻¹⁸

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

ITEM R3. Public hearing on bid acceptance/rejection Brown's Lake Shoreline Project. (Conservation Board) – Action

No contractor representatives or members of the public were present for the hearing. Dan reported that bids were received from Niewohner Construction Inc., at \$122,386.85 and Nelson & Rock Contracting Inc., at \$161,703.00. Both JEO and Director Heissel recommended awarding the bid to Niewohner. Work will not begin until after Labor Day with completion by November 23, 2018.

MOTION by Suzan, second by Aaron.

To approve and accept the bid from Niewohner Construction Inc. of Onawa, Iowa, to complete Phase I of the Brown's Lake Shoreline Improvements at a cost of \$122,386.85.²⁸⁻¹⁸

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

ITEM R4. Appointment of final Seasonal Park Security Guard as Temporary Peace Officer for summer season: July 13th to September 3, 2018. (Dan) - Action

Dan announced that Eric Furness had been hired to fill the final summer security guard position at Southwood Conservation Area and that he would also need to be officially appointed as temporary Peace Officer for the department by board action.

MOTION by Suzan, second by Aaron.

To designate seasonal park security guard, Eric Furness, as a temporary Peace Officer for the 2018 season (July 13 – September 3).²⁹⁻¹⁸

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

²⁷⁻¹⁸ To approve the FY 19 full-time and regular part-time conservation employee salary and wage schedule as presented.

²⁸⁻¹⁸ To approve and accept the bid from Niewohner Construction Inc. of Onawa, Iowa, to complete Phase I of the Brown's Lake Shoreline Improvements at a cost of \$122,386.85.

²⁹⁻¹⁸ To designate seasonal park security guard, Eric Furness, as a temporary Peace Officer for the 2018 season (July 13 – September 3).

ITEM R5. REAP Grant – Board authorization for Flemming & Briese Projects for grant submittal (Dan) – Action

Dan requested board authorization to apply for two REAP Grants for the Briese and Flemming properties, which are due August 15, 2018. Grant awards will be announced sometime in September.

MOTION by Aaron, second by Suzan.

To authorize Dan Heissel to submit Reap Grant applications for the Briese and Flemming properties.³⁰⁻¹⁸

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

ITEM R6. Final Approval of Nature Center Program Fee Structure (Dan) – Action

Dan asked for formal adoption of the Nature Center program fee increases that were approved via email to take effect on July 1, 2018.

MOTION by Suzan, second by Aaron.

To formally adopt the Nature Center program fee structure as presented at the May 10, 2018, board meeting and taking effect as of July 1, 2018.³¹⁻¹⁸

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

ITEM R7. Annual Conference Registration – Board members attending??

Dan announced that the IACCB Annual Conference will be held September 19th-21st in Polk County. Board members will let him know if they will be attending prior to the registration deadline of August 17th.

ITEM R8. Browns Lake – Bait contract added on to, beach closing times (Dan) -Action

Dan stated that he and Neil had been approached by the Brown's Lake campground host after the informational meeting there last month. They currently have approval to sell night crawlers from their campsites, and they would also like to offer minnows.

MOTION by Suzan, second by Aaron.

To amend the current Concession Agreement and Permit with Beth Ann and Josh Hodgen to include the sale of minnows at Brown's Lake/Bigelow Park.³²⁻¹⁸

³⁰⁻¹⁸ To authorize Dan Heissel to submit Reap Grant applications for the Briese and Flemming properties.

³¹⁻¹⁸ To formally adopt the Nature Center program fee structure as presented at the May 10, 2018, board meeting and taking effect as of July 1, 2018.

³²⁻¹⁸ To amend the current Concession Agreement and Permit with Beth Ann and Josh Hodgen to include the sale of minnows at Brown's Lake/Bigelow Park.

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

Dan discussed the history of beach closing times. He asked the Board to consider changing the Brown's Lake beach closing time back to 8:00 p.m. rather than the current 6:00 p.m. The hours were shortened at the beginning of the 2017 season with the intention of reevaluating after one season. He will ask for more input from staff and bring it to the next meeting. The alcohol ruling at Brown's Lake should be addressed as well.

ITEM R9. Capital Improvement Projects Update (Dan)

1. Fiber Optics Update

Dan stated that the agreements with the DOT and Railroad are complete. A public hearing needs to be held yet. It will be a few more weeks for approval with the City and County, and then bids can be let. Dan continues to work on obtaining necessary permits. He is still hopeful that work will start this fall.

2. HVAC & Roof Update

Dan reported that the Nature Center roof replacement has been pushed back to spring. The engineers are still working on final drawings and specs for the HVAC system, so the bid letting timeline is uncertain at this point.

3. Brown's Lake – Any Other Information

Dan suggested a potential long-term project of razing and rebuilding the Brown's Lake beach house.

4. Southwood – Deck and Observation Tower

Dan asked the Board to authorize moving forward on construction of the Southwood deck and observation tower. The quote from last year was \$18,300, but it will be higher now as cedar prices have gone up because of events in the south. Dan stated that he thinks it will come in under the \$25,000 which is included in the CIP budget for this fiscal year.

MOTION by Chris, second by Aaron.

To authorize Dan to proceed with the construction of a deck and observation tower at Southwood Conservation Area at a cost of up to \$25,000.³³⁻¹⁸

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

ITEM R10. Board member/staff reports

1. Administrative items (Dan)

Dan reported on the following items:

³³⁻¹⁸ To authorize Dan to proceed with the construction of a deck and observation tower at Southwood Conservation Area at a cost of up to \$25,000.

a. Set August meeting date and location

The next meeting was tentatively set for 4:30 p.m. on Thursday, August 9, 2018, at Southwood Conservation Area.

b. Bylaws Update – Informational

Dan is waiting for the County Attorney to respond regarding the bonding issue. Adoption of the updated Bylaws will be put off for another month.

c. Other

Resource Manager, Bob Fundermann, brought up a few issues at Little Sioux Park including:

- Request for bringing a companion dog for a cabin rental.
- Golf carts.
- Water quality/loss of water in lake.

Dan stated that specs and plans are needed for the cold storage buildings in order to let bids. He plans to work with Brandon Deeds to create plans to be used as gauge for future buildings in the parks.

2. Park activities (Brian)

Brian reported on the following park activities:

- A Conservation Corps of Iowa crew is working at Riverside Bluffs clearing brush on the south parcel across 19th street.
- Southwood and Little Sioux staff have finished spraying food plots.
- Erik Lindsay has been working with Dave Kerns of Sioux Valley Archery to help lay out possible archery range courses to show potential funders.
- Snyder Bend and Bigelow Park staff have been spraying parking lots and helped lay sod at the Nature Center.
- Little Sioux staff finished planting the large field at Briese's, but the lower field ended up flooding shortly after and will need replanted.
- A portion of the Union Bridge trail had to be closed due to Little Sioux River flooding.
- The Farmall 4.40 cab tractor and the John Deere 5085 open station tractor have been delivered and already put to use.
- Brian is trying to schedule rifle training with the Sheriff's office.

3. Nature Center activities (Dawn)

Dawn reported on the following Nature Center activities:

- Camps have been going well. Due to the structure change of camps this year, Theresa has been busy with continual camp turnover and processing registrations.
- Interns have been doing programs in the parks on weekends.
- The sod has been laid at the Nature Center, and a temporary automatic sprinkler system has been set up to keep it watered.
- The DOT Urban Youth Corps crew has started work on the Nature Center trail steps for a five-week program partially funded through a DOT grant.
- An updated Nature Calls sponsor list was provided, and Board members were encouraged to continue to make calls to potential sponsors.

- An aerator is needed for the swans at Little Sioux Park lake. Dawn will request funding from Loess Hills Audubon Society in September.
- WCCB will have a booth at the Woodbury County Fair August 1-5.

ITEM R11. Adjournment

The meeting was adjourned at 5:55 p.m.

The above minutes were recorded by Dawn Snyder.

Recording Secretary, Dawn Snyder

Board Secretary, Cindy Bennett

Board Vice President, Chris Zellmer-Zant