

ITEM R2. FY21 Operational Budget – Informational – CIP & Positions (Dan)

Dan reported that the operational budget is ready to be submitted. Budget entry training for the new Tyler software was held on Monday, and the operational budget deadline is Friday, December 13th. The CIP and position requests deadline has not yet been communicated. Dan will resubmit requests for the Resource Tech and GIS Naturalist positions and the Little Sioux roads project.

ITEM R3. Southwood Storage Building Bids – Action (Dan)

Dan reported that four bids were received for the new Southwood storage building with the lowest bid being from Deeds Construction at \$154,360 and the highest bid being nearly \$90,000 higher at \$243,927. Dan referenced several examples of buildings erected by Deeds Construction with favorable recommendations.

MOTION by Aaron, second by Neil.

To accept and approve the bid from Deeds Construction for the storage building at Southwood Conservation Area at a cost of \$154,360.⁴²⁻¹⁹

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

ITEM R4. Brown’s Lake Phase II Bids – Action (Dan)

Dan reviewed the status of the Brown’s Lake Phase II bidding process and the decision not to accept bids in October due to contractors being busy with flood work. An addendum was done with the new bid dates, and seven contractors requested packets. The only bid received was from Dixon Construction with a base bid of \$234,150 and Alternate Add Items of \$212,000. Deductions will be made for shoal removal (\$20,000) and painting under the deck (\$11,000), bringing the total cost to \$415,150. Discussion was held regarding other possible deductions that could be made by additional work being performed by department staff.

MOTION by Suzan, second by Neil.

To accept the Brown’s Lake Phase II project bid from Dixon Construction at \$234,150 Base Bid and \$212,000 Alternate Add Items, with the stipulation that deductions will be made for shoal removal at \$20,000 and painting at \$11,000.⁴³⁻¹⁹

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

ITEM R5. Solar Project Snyder Bend – Approve Power Purchase Lease? – Action (Dan)

Dan stated that he would not be asking for approval of the Power Purchase Agreement for the Snyder Bend solar project at this time. The County Attorney was not able to look at the

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agreement before the bid process, and he now has change requests which have been sent to Dolf Ivener. The County Attorney would like Ivener to insure the property, as well as make other wording changes.

Additionally, Dan received a call from Woodbury County REC and ended up meeting with them on Monday regarding their concerns about the promised savings and wording of the agreement. They believe savings to be \$254 per year rather than \$490 per year and suggested appropriate wording changes. Dan stated that even with the reduced savings, it is a good no-cost, “green” project. Action will be deferred until next month.

ITEM R6. Capital Improvement Projects Update (Heissel)

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

Dan reported that meetings with the architect, planner and park staff have been going well. He had expected to have a drawing of the building today but has not received it. He anticipates letting bids in January. A few changes were discussed, such as moving the outdoor showers closer to the building to tie into the septic system and adding a family bathroom.

2. Little Sioux Park Road Repair – Informational

Dan stated that he was informed that the Little Sioux road project has been left in the Supervisors’ CIP budget at this time, but that they want to do a bond to pay back the funds. The County Engineer would like to do the road in front of the park at the same time but doesn’t have it in his five-year plan currently. He is looking into amending his plan to include it in the next couple years.

ITEM R7. Board member/staff reports

1. Administrative items (Dan)

Dan reported on the following items:

a. January Meeting Date

The next meeting will be held at 4:00 p.m. on Thursday, January 9, 2020 at the Dorothy Pecaute Nature Center.

b. Strategic Planning Date – January

The overall top five priorities have been received from most of the staff. The board decided not to have a strategic planning meeting in January but to address the priority list at a board meeting and work them into the CIP plan.

c. Grants Update – Submitted

Dan has submitted the following grant requests:

- Habitat Stamp – \$146,438 (\$99,812 match) – Zook property
- Canadian Northern Railroad – \$10,000 – Brown’s Lake Phase II project
- Pheasants Forever – State Council \$10,000 and Local chapter \$10,000 – Zook property

Brian also submitted a Fish Habitat grant request for the Brown's Lake Phase II project.

d. Snow Removal/Overtime Policy Discussion

Dan initiated a discussion about the rates for compensatory time for snow removal on a holiday weekend. According to County policy, if an employee reports to work for snow removal on a holiday weekend, they are awarded straight comp time, rather than 1.5 hours comp time per hour worked. This is because comp time rates are determined by the number of hours actually worked, and holiday hours don't count toward that total. Dan explained that the WCCB has the authority to set its own policies, and an exception was previously made which allows Resource Managers, who are normally exempt, to receive comp time if they work on the three summer holidays. He also noted that Secondary Roads pays their employees double overtime on a holiday and overtime at a rate of 1.5 times on holiday weekends regardless of hours worked the rest of the week. Dan recommended that a policy be adopted to allow compensatory time at a rate of 1.5 hours for each hour worked during snow removal on a holiday weekend for any open facility which is expected to have public access, such as the Nature Center and parks with year-round cabin rentals. There was board agreement to move forward with creating this policy. Dan will draft a policy and circulate it by email for board approval. Board members also agreed that it should be retroactive to Thanksgiving 2019.

e. Other

- 1) Dan reported that a request had been made by the Little Sioux Fishing Club for a fishing ramp at Little Sioux Park. Land would need to be purchased but could be funded with a Water Access grant. The board gave consent for Dan to approach the landowner and gather more information.
- 2) Dan received plans from Secondary Roads for the dike at Snyder Bend Park. It will have a 2:1 slope and require 1500 cubic yards of dirt. Aaron will set up a meeting with the landowner involved.
- 3) Dan apologized for not completing last year's annual report due to multiple large projects going on at that time. He is currently working on the 2019 annual report and will go back and complete the 2018 report as well.

2. Park Activities (Stehr)

Brian reported on the following park activities:

- Little Sioux Park and Snyder Bend Park staff have started hazard tree removal.
- Little Sioux staff have been focusing on the entrance to the park and replacing the honeysuckle that parallels the road with a native mix.
- Park staff have been performing equipment maintenance and working on supply inventories in preparation for the January supplies order.
- A possible case of chronic wasting disease has been found in Woodbury County, and the DNR has asked the parks to help by providing a drop-off site for deer head testing. As of today, the DNR has received 74 of the 150 heads to be tested in Woodbury County and 62 of the 100 heads to be tested in Sioux City.
- Josh VanVoorst organized and led a Hunters Education class last month at the Bigelow Park shop building. The three-day class had very good attendance with about 26 people completing the course.

- Pending the successful completion of his final physical agility tests, Derek Bean has been invited to attend the Iowa Law Enforcement 290th Basic Academy. His training will start on January 2nd and end on April 17th.
- The Kubota UTV was delivered to Little Sioux Park, and staff there were extremely pleased with the unit.
- The District III meeting was held today, and the Fish Habitat scoring was done. The WCCB grant scored fourth and received \$41,868 of the \$75,000 requested for Brown's Lake Phase II Shoreline Improvements project. Dan commended Brian for doing a great job on the grant request.
- Dan reported that Little Sioux Park had no door openers on the shop doors, so he purchased openers with keypads for easy staff access.

3. Nature Center Activities (Snyder)

Dawn reported on the following Nature Center activities:

- The programs and visitors report for November was presented.
- The REAP Assembly took place on December 2nd at Correctionville and was attended by Dan Heissel, Dawn Snyder and Chris Zellmer-Zant.
- Greg Grupp recently presented IWILL information to the Chamber of Commerce.
- The Loess Hills Alliance Legislative Forum was held last week.
- Day of Giving donations were received from Scheels in the amount of \$1,500 for the Dorothy Pecaut Nature Center and \$2,000 for the Woodbury County Conservation Foundation. These donations will be put towards the Summer Intern program.
- Tyler and Brian led a burn on the loess ridge behind the Nature Center with help from other staff members and Jason from the DNR. It had been 15 years since the last prescribed burn.
- Stone State Park ranger, Jason Dykstra, is resigning to relocate closer to family. The DNR hopes to have a new ranger in place in January, but it is possible that they would need to attend training at the academy if not already an officer.
- The annual WCCF membership appeal was sent out last week, and membership payments have started coming in.
- The final Nature Calls net profit ended up being the largest ever at \$35,694.
- Dawn has been working on the Nature Center annual report and the quarterly newsletter. She noted that she is trying to improve on the newsletter timing and is looking into the possibility of going electronic.
- A cracked toilet in the women's restroom was replaced.
- Winter Fun Day will be held on Saturday, December 14th.
- The Nature Center will be closed on Christmas Eve, Christmas Day and New Year's Day, with shortened hours of 10 AM – 3 PM on New Year's Eve.
- Disposal of murals from former exhibits was approved.

4. Board

Dan updated the board on the Riverside Bluffs infringement issue with Sacred Heart School. Brian hiked the area and took pictures noting that the survey pin was not replaced, and the dirt was not put back as promised. Dan will follow up with another email to the school principal. The board advised him to include a deadline, and if no response is received from the school, the County Attorney will be contacted.

Dan followed up with Dan Kreiner, farm manager for the Kimmel farm near Brown's Lake as Neil had seen an excavator onsite. Kreiner stated that they have not been able to get an

appraiser, so they are moving forward with removing trees from the middle of the property and down the shoreline. Heissel called Doug Chaffa to put him in touch with Kreiner and also talked to him about whether the DNR would partner with the WCCB to purchase these 20 acres of trees to protect the shoreline. Heissel also called the Iowa Natural Heritage Foundation regarding the same.

Dan stated that his performance evaluation had been sent out to the board for corrections or additions. The board approved the evaluation as sent out by consensus. Dan will forward to Chris for signature.

ITEM R8. Adjournment

The meeting was adjourned at 6:05 p.m.

The above minutes were recorded by Dawn Bostwick.

Recording Secretary, Dawn Bostwick

Board Secretary, Aaron Gehling

Board Chair, Chris Zellmer-Zant