

**WOODBURY COUNTY, IOWA, CONSERVATION BOARD  
MINUTES OF THE THURSDAY, SEPTEMBER 1, 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, September 1, 2016, at the Snyder Bend Park Shelter beginning at 5:00 p.m.

**BOARD MEMBERS PRESENT**

Chris Zellmer-Zant, Cindy Bennett and Suzan Boden

**BOARD MEMBERS ABSENT**

Don Dixon and Neil Stockfleth

**STAFF PRESENT**

Schneider, Snyder, Stehr, VanVoorst, Bales, 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.

- Obituary for Mark Crowl of Hornick. Mark previously owned property on which there was a WCCB easement. He and his wife both passed away due to injuries sustained in a car accident.
- Iowa Prairie newsletter. WCCB is listed as partnering with the Iowa Conservation Corp crews.

**PUBLIC PARTICIPATION**

None

**ITEM R1. APPROVE CONSENT AGENDA**

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

To approve the consent agenda.

**VOTE:** Aye: Chris Zellmer-Zant, Cindy Bennett & Suzan Boden

Nay: None

Absent: Don Dixon & Neil Stockfleth

Consent agenda was approved and involved the following items:

**ITEM C1. Approve minutes of the August 4, 2016 monthly meeting.**

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

**ITEM C3. Receive and place on file the June Final Accrued FY16 and August 2016 financial/budget reports.**

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

- 1. Rick Borg and Walt Peterson – Campfire music.**
- 2. SOAR – Bald Eagle release.**

**ITEM R2. Appointment of Erik Lindsay, Resource Technician, as peace officer effective September 12, 2016 and requiring him to become certified through the Iowa Law Enforcement Academy within twelve months. (Schneider)**

As a follow-up to his recent memo regarding succession planning for Southwood Conservation Area, Schneider proposed the appointment of Erik Lindsay as a full-time peace officer effective September 12<sup>th</sup>, in addition to promoting him to Assistant Resource Manager for the Southeast District at the same time. This is suggested in preparation for Resource Manager Don Haahr's retirement which is expected in 2020. Schneider noted that this does not ensure Lindsay's promotion to Resource Manager at that time, but would also fulfill the need for a second law enforcement officer at Southwood. A slot has been reserved for Lindsay to attend the Iowa Law Enforcement Academy Basic Training School in January with the other two Resource Technicians who were appointed at the August board meeting.

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

To authorize the appointment of Erik Lindsay, Resource Technician, as a peace officer effective September 12, 2016, and requiring him to become certified through the Iowa Law Enforcement Academy within twelve months.<sup>24-16</sup>

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

**ITEM R3. Review proposals to provide the Board with one new Mini Van Vehicle per minimum specifications and award bid. (Schneider)**

Schneider reported that a bid request for a new 2016 or 2017 minivan to replace the 2007 Chevrolet Uplander van at the Nature Center was sent to eight dealers. Proposals were received only from Woodhouse Chrysler Dodge for a 2017 Chrysler Pacifica at a cost of \$26,351 and from Rick Collins Toyota for a 2016 Toyota Sienna at a cost of \$23,500. Both proposals included trade-in allowance on the Chevy Uplander van. This vehicle replacement is included in the current budget at \$20,000, but additional funds are available to cover the overage.

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

To approve the purchase of a 2016 Toyota Sienna van from Rick Collins Toyota at a purchase price of \$23,500.<sup>25-16</sup>

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

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<sup>24-16</sup> To authorize the appointment of Erik Lindsay, Resource Technician, as a peace officer effective September 12, 2016, and requiring him to become certified through the Iowa Law Enforcement Academy within twelve months.

<sup>25-16</sup> To approve the purchase of a 2016 Toyota Sienna van from Rick Collins Toyota at a purchase price of \$23,500.

**ITEM R4. Capital Improvement Projects Update (Schneider)**

Schneider reported on the following capital improvement projects.

**1. Southwood Cabins**

The last pieces of furniture were delivered in early August. A railing was also added to the back of the top bunk bed. All invoices have been paid and filed for reimbursement from the MRHD grant.

**2. Fowler Forest shelter enclosure**

A new proposal was received from FEH for enclosing the Fowler Forest shelter. The cost estimate was \$268,000 plus \$25,000 in architect fees. Even with major cutbacks, such as no insulation or heating system, the cost would be around \$130,000 plus architect fees. Schneider stated that he couldn't justify the cost per square foot for the project at this time and felt that it could be more appropriate to upgrade the Snyder Bend shelter. The project has been put on hold.

**3. Little Sioux Park beach renovation**

Schneider met with Bacon Creek Design engineers to complete plans for the Little Sioux Park beach renovation. They will also design a water control structure, which will be constructed first. The project could possibly be complete by spring of 2017. They will finalize plans and provide cost estimates.

**4. LED Conversion at Parks**

Schneider proposed completing the LED conversion of the security lights at Brown's Lake, Little Sioux, and Southwood. The Snyder Bend security lights were converted to LED a couple years ago and have had no problems. The park security lights were not included in the county-wide LED conversion project last spring. A total of 38 lights need to be replaced at a cost of \$166/per unit. Rebates are offered by the REC up to \$200 total and by MidAmerican Energy at \$75/light. Quotes will be obtained from electricians for the installation. Estimated project cost, after rebates, is \$9,000.

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

To approve replacing the exterior security lights at Bigelow Park, Little Sioux Park and Southwood Conservation Area with LED lights at a maximum project cost of \$9,000.<sup>26-16</sup>

**VOTE:** Aye: Chris Zellmer-Zant, Cindy Bennett & Suzan Boden

Nay: None

Absent: Don Dixon & Neil Stockfleth

**ITEM R5. Discussion of FY 18 Conservation Department budget. (Schneider)**

Schneider reviewed the proposed FY18 budget which needs to be submitted by October 7<sup>th</sup>. Very few changes have been made, resulting in a \$353 (0.10%) increase to the operations budget.

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<sup>26-16</sup> To approve replacing the exterior security lights at Bigelow Park, Little Sioux Park and Southwood Conservation Area with LED lights at a maximum project cost of \$9,000.

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

To approve the operational budget proposal as presented.<sup>27-16</sup>

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

Schneider discussed the proposed CIP and Improvement budget proposals. Revenues totaling \$313,000 are anticipated. Proposed projects include adding Class A quartzite for dust control at Southwood and replacing the wood chips at the Brown's Lake playground with a new surface. The roads at Little Sioux Park are the biggest issue. Secondary Roads has estimated a cost of at least \$400,000. In previous discussions, the Board of Supervisors favored funding the project with bond. It was agreed that it should be included this year so a decision can be made as to funding as soon as possible.

Improvement budget proposals include new position requests which are needed. Schneider advised the board that these positions will probably not be approved until FY20, but should be placed in front of the Board of Supervisors to keep them aware of our needs.

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

To approve the CIP and Improvement budget proposals as presented.<sup>28-16</sup>

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

## **ITEM R6. Board member/staff reports**

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

Snyder reported on the following Nature Center activities.

- The viewing binoculars given as a memorial have been installed at the Kestrel Point overlook deck at the Nature Center. The Bald Eagle sculpture, being constructed as part of the same memorial, may be completed next week. Installation will be later in September. Pictures were shown of each project.
- Interns did a fantastic job this summer and were finished as of August 17<sup>th</sup>. A compilation of the summer camp comment cards was presented. The camps were very successful.
- A list of the live auction items for Nature Calls was provided. All auction items are also listed online.
- The WCCB will have a free booth at ArtSplash on September 3<sup>rd</sup> from 9 a.m. to 2 p.m.
- Tyler & Theresa will be presenting at the Missouri River Expo student day at Ponca State Park on Friday, September 16.
- The programs stats for August were presented. A historical comparison to 1 year, 5 years and 10 years ago has been added to the report.

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<sup>27-16</sup> To approve the operational budget proposal as presented.

<sup>28-16</sup> To approve the CIP and Improvement budget proposals as presented.

## 2. Park activities (Stehr)

Stehr reported on the following park activities.

- Labor Day was the end of the beach season.
- A storm on August 11<sup>th</sup> hit the Snyder Bend/Brown's Lake area and Fowler Forest resulting in many trees and limbs down. Clean-up is still going on.
- Late food plots have been planted at Southwood and Oak Ridge. Soybeans have been planted at Oak Ridge to renovate alfalfa fields.
- Equipment was delivered for the city auction, which freed up space in the Little Sioux maintenance yard and provided an opportunity to do some reshaping and put down new material.
- Grass was seeded around the vault latrine at the Little Sioux shooting range.
- Pumping has begun at Owego. The water level isn't extremely low as in previous years, but some pumping is needed to prepare for fall duck migration and hunting. An issue with one of the well heads has come up and will need to be looked at. Once repaired, pumping will resume for a couple more days. The dike breach from the high water last spring has been patched.
- The Loess Hills Conservation Corp Iowa Crew was at Riverside Bluffs the week of August 8<sup>th</sup>. They finished the planned 800' of fence ahead of schedule and were able to begin prepping for the next section and perform maintenance on the previous section. They will be back at Oak Ridge in October.
- The track loader was ordered and should be delivered in late September or early October. A training day for the loader and grinder will be held for operators.

## 3. Administrative items (Schneider)

Schneider reported on the following items.

### a. Grants/land acquisition update

Notice was received that the State Historic and Preservation Office won't approve cultural clearance on any LAWCON grant proposals until March of 2017. Schneider received a call from a National Park Service representative who said that a DNR waiver could be requested retroactively and then the LAWCON grant reimbursement would be received in March. The Iowa Natural Heritage Foundation confirmed the current balance as \$432,967.20, including approximately \$8,000 of interest. At a daily interest rate of \$28.07, an additional \$5,000-6,000 of interest will accumulate by March. Discussion was held regarding the feasibility of using available reserve funds and other grant reimbursements to complete the purchase now and wait until March for the \$175,000 LAWCON grant reimbursement.

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

To approve and authorize Schneider to complete the purchase of the Roberts property utilizing available funds until the LAWCON grant reimbursement is received in the spring of 2017.<sup>29-16</sup>

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

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<sup>29-16</sup> To approve and authorize Schneider to complete the purchase of the Roberts property utilizing available funds until the LAWCON grant reimbursement is received in the spring of 2017.

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

Don Dixon, Rick Schneider, Brian Stehr and Don Haahr will be attending the IACCB Annual Conference on September 15-17<sup>th</sup>.

**c. Annual report**

Work will begin shortly on the annual report, and a draft will be available prior to the next board meeting.

**d. Resource Tech positions**

Resource Tech positions will be opening for Little Sioux and Snyder Bend/Brown's Lake sometime in October and close in mid-November. Interviews will take place in early December with an expected start date of February 13<sup>th</sup>. This will allow six weeks to move and find housing. One tech will be required to live in the residence at Little Sioux Park.

**e. Riverside Bluffs Access**

Schneider reported on a situation with access to Riverside Bluffs from Military Road. When the city bought the easement along Military Road, they put a 54" culvert on each side of the county's Riverside Bluffs parcel but didn't provide access to the county's parcel. Schneider was told the additional culvert could be purchased for \$4,000 and would be installed at no cost. The board felt that since it is city property, the city is obligated to provide access. Schneider will pursue the matter further with the city through the County Attorney Office.

Schneider also had a conversation with the neighbor to that lot. The neighbor reported that a tree on WCCB property is dying and offered to share the cost of removing it. There is also a 20' easement for the neighbor's buildings, and the neighbor has indicated that he is interested in buying approximately 1/10 – 2/10 acre. Approval from the state would be needed because of the use of grant dollars in the initial property purchase.

**f. Set date/time for October meeting**

The next board meeting will be held on October 6<sup>th</sup> at Little Sioux Park with the annual appreciation picnic immediately following.

**ITEM R7. 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