

**WOODBURY COUNTY, IOWA, CONSERVATION BOARD
MINUTES OF THE MONDAY, NOVEMBER 6, 2017, BOARD MEETING**

The following is a true copy of the minutes of the meeting of the Woodbury County, Iowa, Conservation Board held on Monday, November 6, 2017, at the Dorothy Pecaut Nature Center beginning at 4:30 p.m.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Schneider, Stehr, Snyder, Bales, and Bostwick

OTHERS PRESENT

Marty Pottebaum, County Supervisor
Danelle Smith
Ron Nohr
Matt Eide

Joe Messineo
Jim Snow
John Snowball
Paul Fleming

CALL TO ORDER

President Boden called the meeting to order at 4:30 p.m.

CORRESPONDENCE ITEMS

None

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, & Suzan Boden
 Nay: None
 Absent: None

Consent agenda was approved and involved the following items:

ITEM C1. Approve minutes of the October 5, 2017 monthly meeting.

ITEM C2. Approve October 2017 claims and expenditures.

ITEM C3. Receive and place on file the October 2017 financial / budget report.

ITEM C4. Acceptance of Gifts/Donations:

1. Cargill, Inc. – Monetary grant (\$10,000) for Nature Center general support.
2. Allan Huse – Black Bear shoulder mount.

ITEM R2. Presentation and discussion on proposed legislation HR 3688. (Danelle Smith)

Danelle Smith, general counsel for the Winnebago Tribe of Nebraska, along with Ron Nohr - civil engineer, Matt Eide – attorney, Joseph Messineo – attorney, Jim Snow - Winnebago tribal council, and John Snowball - Winnebago Director of Parks and Wildlife, presented a brief history and reasoning behind proposed legislative bill H.R. 3688 recently introduced by Congressman Steve King. The board thanked them for their comments and agreed to revisit the discussion at a later date.

After a brief recess, a motion to reconvene was made by Zellmer-Zant, seconded by Stockfleth and carried unanimously.

ITEM R3. Consideration of extending rental season for cabins at Snyder Bend and Southwood. (Schneider)

Schneider reported that the staff at Southwood Conservation Area and Snyder Bend Park have asked to extend the cabin rental season at their parks through February due to requests from the public to use them for hunting and fishing trips or holiday gatherings. The cabins already require minimal heat during the winter months. After some discussion, it was decided to keep them open all year on a trial basis.

MOTION by Zellmer-Zant, second by Stockfleth.

To approve extending the cabin rental season at Snyder Bend Park and Southwood Conservation Area to year round.³⁵⁻¹⁷

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

ITEM R4. Discussion and consideration of FY 19 Conservation Department budget. (Schneider)

Schneider presented the proposed FY 19 Conservation Department budget which shows a 45.15% increase in operations, but he noted that the increase mainly consists of the equipment purchase line item being added back into the budget after a one-year moratorium imposed by the supervisors and the increase of electric and garbage line items to reflect actual expenses incurred. Without those items, the increase only amounts to \$500 or .0017%. One additional change will be made to add a \$200 clothing allowance for Heissel's law enforcement uniform.

Schneider also stated that to make the process a little easier for the new director, he had included more in the REAP and Reserve budgets, reducing the need for a complicated budget amendment in May. He explained that the cash is available, and the budget is just a spending authority approval. If the budgeted amount is not used, the balance will carry over to the next year.

Schneider distributed an update to the CIP and Improvement Requests for FY 19 and beyond. The CIP projects for FY 19 total \$437,068. Improvements requested include three new positions, which will stay on the list until funding is available.

³⁵⁻¹⁷ To approve extending the cabin rental season at Snyder Bend Park and Southwood Conservation Area to year round.

MOTION by Zellmer-Zant, second by Bennett.

To approve the proposed FY 19 Conservation Department budget as presented with an additional \$200 increase in Wearing/Safety Apparel.³⁶⁻¹⁷

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

ITEM R5. Approval of authorizations for incoming Conservation Director. (Schneider)

Schneider explained that new director, Dan Heissel, will need authority to sign on behalf of the board on various items, such as documents at the NRCS and FSA offices, payroll, claims, and department bank accounts. A resolution was presented to be adopted and signed by the board.

MOTION by Dixon, second by Zellmer-Zant.

To adopt Resolution #17-01 designating Conservation Director, Daniel Heissel, as official signatory for the Conservation Board, as corrected to designate Zellmer-Zant as Secretary rather than Stockfleth.³⁷⁻¹⁷

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

Schneider explained that the use of a county vehicle is to be one of the Director's benefits, because the Director is on call 24/7. Since Heissel will be living in Dakota Dunes until he finds a permanent residence, the board needs to decide whether he should be allowed to take the county vehicle out of state or if he should be paid mileage on his personal vehicle.

MOTION by Stockfleth, second by Dixon.

To allow Heissel to drive an official county vehicle into South Dakota while living there temporarily.³⁸⁻¹⁷

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

ITEM R6. Capital Improvement Projects Update (Schneider)

1. Brown's Lake shoreline development progress.

Schneider distributed minutes from the November 1st meeting with JEO. Their plan includes clearing vegetation and pulling the bank back on the entire shoreline. The first phase includes a jetty and revetment to preserve 500' of bank. A handicap fishing pier behind the shelter house is also planned, and Schneider noted that it would make a good Gilchrist Foundation or MHRD grant request. Fish Habitat Stamp Grant requests are due by the end of the month, and a request is planned to be submitted for 60-75% of the project costs. JEO will

³⁶⁻¹⁷ To approve the proposed FY 19 Conservation Department budget as presented with an additional \$200 increase in Wearing/Safety Apparel.

³⁷⁻¹⁷ To adopt Resolution #17-01 designating Conservation Director, Daniel Heissel, as official signatory for the Conservation Board, as corrected to designate Zellmer-Zant as Secretary rather than Stockfleth.

³⁸⁻¹⁷ To allow Heissel to drive an official county vehicle into South Dakota while living there temporarily.

be asked to draw up plans for Phase 1, which will also add to the project costs. The forester will inventory the trees, providing a basis for explaining to the public why the trees are being removed. A public meeting will also be held.

MOTION by Stockfleth, second by Dixon.

To approve Phase 1 of the Brown's Lake shoreline development project and submit a Fish Habitat Stamp Grant request.³⁹⁻¹⁷

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

2. Oak Ridge water impoundment structure replacement status.

Schneider reported that Secondary Roads has agreed to design the drop inlet and other repairs for the old water impoundment structure at Oak Ridge. They will work with Hungry Canyons Alliance to get funding for the design fees. This project is included in the FY 19 CIP proposal, and bids could be accepted late next summer for fall construction.

3. Southwood road proposed resurfacing with quartzite.

Schneider stated that the roads at Southwood have been resurfaced with Class A quartzite, and the costs are coming in under budget. The quartzite was \$17/ton, with an additional \$9-9.50/ton incurred in hauling costs. The project will total approximately \$80,000.

4. Little Sioux Park beach renovation project.

Schneider presented pictures of the Little Sioux Park beach renovation progress. The drainage project has been completed. The beach has been leveled off and will stop at the retaining walls rather than wrapping around the sides of the lake. Eventually the sides will also be fenced off to clearly designate the beach area.

Three quotes have been received for the retaining wall and concrete work, with one additional quote expected.

5. Little Sioux Park wireless project.

Schneider reported that the Little Sioux wireless project is underway. The internet has been connected in the office and is working well. An additional 4-5 relay areas will be added this fall.

Wiatel will be installing fiber to Southwood Conservation Area this fall, and plans are to work with Xtremair to set up relays there to add coverage throughout the park.

ITEM R7. Board member/staff reports

1. Nature Center activities (Snyder)

Snyder reported on the following Nature Center activities:

- The limestone terracing project at the Nature Playscape was started last week. A few gaps were noticed and will be filled in with slabs to prevent erosion.

³⁹⁻¹⁷ To approve Phase 1 of the Brown's Lake shoreline development project and submit a Fish Habitat Stamp Grant request.

- Mike Barkley will start working on the underground drainage downspouts tomorrow.
- A concrete contractor will be looking at the project this week.
- A dedication was held mid-October for the Michael Corrie memorial items (binoculars, eagle and nest). An idea to add eggs and a pair of eaglets to the nest was discussed. The original eagle designer was contacted and has provided an estimate and drawings. Snyder will look into raising funds for the addition.
- The “Plant Some Shade Siouxsland” project was a success with 304 trees being sold. Woodbury County Conservation Foundation paid the nursery \$22,000 and will be reimbursed by the DNR. An additional \$2,000 will be received with the reimbursement to be split between Mary Koster (\$1500) as project administrator and WCCF (\$500) as fiscal agent. Snyder will recommend participating again next year at the Foundation meeting next week.
- One invoice is still outstanding for Nature Calls. The committee celebration will be held at the nature center on Sunday, November 19th.
- Kruid surveyed summer camp participants online through Survey Monkey with a 20% return rate. Results were shared with the board.
- Snyder and Bostwick attended the IACCB E-Commerce Summit in Des Moines last Thursday. Expansion of online reservations to include programs is being explored.
- Kevin Pape, Stone State Park Ranger, is retiring this year, and it is uncertain when he will be replaced because of a current hiring freeze. Snyder suggested inviting him to the next board meeting to get his perspective on the situation.

2. Park activities (Stehr)

Stehr reported on the following park activities:

- Camping season is done, and staff have begun winterizing and spraying turf.
- The Halloween event at Little Sioux Park was well attended and went well.
- The Special Olympics Polar Plunge was held at Brown’s Lake.
- Little Sioux staff have been helping with the beach project, hauling sand, peeling gravel on the lot, removing trees and installing fence for the swan project.
- Southwood staff have been working on the road resurfacing, putting a wall in the pump house to facilitate keeping cabins open over the winter, and testing the new plastic sign material on signs for Inkpaduta and Meyer Access.
- Brown’s Lake/Snyder Bend staff have been landscaping around the Snyder Bend residence and replacing trees damaged in the 2011 flood.
- The Curtin Timber parking lot has been completed.
- A CCI crew will be clearing volunteer trees at Owego at the end of November.
- Seven officers attended the CCPOA Fall Workshop, receiving firearms qualification and other training.
- Field staff attended a pesticide refresher course on October 24th, and are scheduled for another one on November 8th.
- Massey and Bean attended the IACCB New Employee Workshop in Des Moines last week.
- The rifles have been delayed due to a recall on the chrome barrel lining. Delivery is still expected in November.

3. Administrative items (Schneider)

Schneider reported on the following items:

a. Little Sioux River access improvements

Secondary Roads has built up the driveway into the Meyer Access off Highway 31. They also have obtained a permit from the Corps of Engineers, and Ben Kusler has designed improvements for the canoe access at the Dixon Bridge Access. Schneider suggested asking Carlson Construction to do the reshaping and rip rap protection for this area while they are working on a rip rap protection project for the DOT just south along Highway 31. They provided a quote of \$14,241 for the project, but expect it to be less. Extra black dirt will be hauled to Little Sioux beach.

MOTION by Stockfleth, second by Dixon.

To approve contracting with Carlson Construction to complete the rip rap project at the Dixon Bridge Access.⁴⁰⁻¹⁷

VOTE: Aye: Chris Zellmer-Zant, Cindy Bennett, Don Dixon, Neil Stockfleth, & Suzan Boden

Nay: None

Absent: None

b. Land survey progress

The survey on the Fleming property should be finished this week. An appraisal of \$3,100/Acre was received today. The appraisal will still need to be brought current in 6-8 months to complete the purchase.

Schneider received a call regarding a 57-acre old oxbow wetland area potentially coming up for sale south of town. CF Industries has the right-of-first-refusal on the property, but doesn't want to own it. The area is a Superfund site and can't be built on, but could possibly be developed for bird shot, archery, and trails. It was the consensus of the board that discussions should be initiated with CF Industries regarding cleaning up and donating the property to WCCB.

c. Review date/time for December and January meetings

The next two meetings were set for Tuesday, December 5th, and Thursday, January 4th, both at 4:30 p.m. at the Dorothy Pecaut Nature Center.

⁴⁰⁻¹⁷ To approve contracting with Carlson Construction to complete the rip rap project at the Dixon Bridge Access.

ITEM R7. Adjournment

The meeting was adjourned at 6:45 p.m.

The above minutes were typed by Dawn Bostwick.

Recording Secretary, Dawn Bostwick

Board Secretary, Chris Zellmer-Zant

Board President, Suzan Boden