



**ITEM R2. Budget 18/19 – Projects and equipment – RFP’s on vehicle and tractors out (Dan)**

Dan reviewed the planned vehicle and tractor purchases for FY19, which includes replacing a 1992 John Deere 2755 tractor/loader at Little Sioux Park, a 1996 John Deere 6300 tractor/loader at Southwood Conservation Area, and a 2012 Chevy Traverse. He noted that neither tractor will bring much for trade-in value, and there may not be enough budgeted to allow for all three replacements. Dan has had experience with leasing equipment in his previous position and found it to be an economically feasible option that may be worth considering for one of the tractors.

**MOTION** by Suzan, second by Cindy.

To approve submitting requests for proposals on two tractors and one vehicle.<sup>5-18</sup>

**VOTE:** Aye: Cindy Bennett, Aaron Gehling, Neil Stockfleth, &  
Suzan Boden

Nay: None

Absent: Chris Zellmer-Zant

**ITEM R3. Duty weapons – Dan & Brian, trade and upgrade – Informational (Dan)**

Dan discussed plans to purchase his duty weapon and upgrade Brian Stehr’s weapon. Two old Sig Sauer P229 .40 caliber guns would be traded toward the purchase of two new Glock Generation 4, .40 caliber, guns. Total cost after trade-in would be \$308. Dan noted that Rick and Brian both expressed interested in purchasing the old guns, which would be done on their own through the licensed firearms dealer. Discussion was also held regarding eventually upgrading all officer duty weapons to create standardization and allow for sharing of ammunition and providing mutual support.

**MOTION** by Aaron, second by Suzan.

To approve the trade and purchase of two duty weapons for the Director and Deputy Director.<sup>6-18</sup>

**VOTE:** Aye: Cindy Bennett, Aaron Gehling, Neil Stockfleth, &  
Suzan Boden

Nay: None

Absent: Chris Zellmer-Zant

**ITEM R4. Walmart Grant – Informational (Brian)**

Brian reported that a grant request had been submitted to two of the local Walmart stores and the Sam’s Club store for the replacement of four outdated bullet-proof vests and the purchase of eight rifle-proof vests. The maximum grant amount is \$5,000 and won’t be awarded until at least May. He explained that the duty vests will withstand pistol or shotgun rounds and that the rifle vests are worn over the duty vests to protect against rifle rounds. Other potential funding sources, such as the Elks Club, were discussed.

**ITEM R5. Garbage Contracts**

Brian reported that several garbage dumpsters need to be replaced or rebuilt. Cost to replace would be approximately \$5,000. Since garbage contracts are set to expire for Little Sioux Park, Southwood Conservation Area, and Fowler Forest, he requested proposals for weekly service,

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<sup>5-18</sup> To approve submitting requests for proposals on two tractors and one vehicle.

<sup>6-18</sup> To approve the trade and purchase of two duty weapons for the Director and Deputy Director.

both with and without provided dumpsters. Proposals were received from C.H.N. Garbage Service, Inc. and Sanitary Services, Inc. Brian recommended the most economical option of contracting with C.H.N. without dumpsters at a cost of \$7,596.18/year and refurbishing our current dumpsters. Options for replacing dumpster bottoms were discussed. It was thought that staff could do the work for less than \$100/dumpster. Dan noted that a wire welder would possibly be purchased at the end of the fiscal year to be used for that purpose.

**MOTION** by Suzan, second by Cindy.

To approve a two-year contract with C.H.N. Garbage Service, Inc., for non-hazardous waste pickup using department-owned dumpsters at Little Sioux Park, Southwood Conservation Area and Fowler Forest at a cost of \$7,596.18 per year.<sup>7-18</sup>

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

**ITEM R6. HVAC System – Repairs, update, replacement plan**

Dan reported that the HVAC system at the Dorothy Pecaut Nature Center, which was only expected to last 15-19 years, is now 23 years old. The system consists of 15 geothermal heat pump units. The annual maintenance agreement with C W Suter increased last year from \$730 to \$918, with any needed repairs being extra. Over the last five years, \$3,753 was spent on the maintenance agreement, and \$3,958 was spent on repairs. During the last quarterly maintenance, the unit in the upstairs kitchen was found to have an unrepairable leak inside the coil. A replacement unit was quoted at over \$7,000.

Dan met with Kenny Schmitz, Building Services Director, and a representative from the Baker Group. They advised replacing the entire system at once, rather than one unit at a time, due to the system being outdated and the ventilation being out of compliance with code. With the upcoming addition of fiber optics at the Nature Center, a new system could also be monitored by Building Services at the Courthouse, along with the other county buildings. They advised having a study done by a mechanical engineer, which would cost approximately \$9,000. Dan was told that money may be available through Building Services to pay for the study, so a request was submitted to the Board of Supervisors. The Supervisors voted in favor of the study but said it had to be paid for from Conservation Board funds. The Supervisors indicated that they would be willing to bond for the HVAC replacement. The last payment of the department's existing bond will be made in June.

Discussion was held regarding the roof also being replaced and the benefit of doing it concurrently with the HVAC system on the same bond.

**ITEM R7. Water Testing Update (Stehr)**

Brian updated the board on the process for becoming licensed to do the water testing at the Nature Center. He was informed that a Class A water operator license is all that is required. Certification is obtained by taking a free five-hour class and paying a \$30-50 testing fee. An additional 10 hours of CEUs will be required every two years to maintain the license. The class

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<sup>7-18</sup> To approve a two-year contract with C.H.N. Garbage Service, Inc., for non-hazardous waste pickup using department-owned dumpsters at Little Sioux Park, Southwood Conservation Area and Fowler Forest at a cost of \$7,596.18 per year.

is offered twice a year in Des Moines with the next one being in the fall. Brian and one other staff member will become licensed. Rick Schneider will be contracted to cover the testing until then.

**ITEM R8. Land Acquisitions (Heissel)**

**1. Briese – Motion to pursue grants, work with INHF**

Dan presented information regarding the public auction of the Briese property to be held on April 2<sup>nd</sup>. All three parcels will be sold separately. The Iowa Natural Heritage Foundation is willing to finance the purchase, and Tim Sproul will be coming to look at the property prior to the auction. The County Engineer is interested in the gravel rights and initially offered to fund half of the purchase, but Dan will continue to push for a firm commitment. Dan suggested that if the purchase attempt is unsuccessful, another option would be to approach the winning bidder and offer to help with reclamation. An appraisal has been ordered through Greg Tritle of Vander Werff and Associates but won't be available until March 27<sup>th</sup>. A special board meeting was set for 7:00 a.m. on Tuesday, March 27<sup>th</sup>.

**2. Kimmel (Brown's Lake)**

Dan expressed frustration with the lack of response to his attempts to communicate with the Kimmel farm manager. Neil offered to give him a call and also express the board's interest in the property.

**ITEM R9. Hosting of Siouxland Chamber After Hours Open House**

Dawn asked the board to consider hosting a Siouxland Chamber Rush Hour Connect event at the Nature Center. The Chamber fee is \$500, plus there would be the cost of providing food, drinks and possibly entertainment. Another option is to host an open house/ribbon cutting, which could be used to showcase new projects and introduce Dan. No Chamber fee would be incurred, only the cost of food and beverages and any additional promotion. Typically, the Chamber will send 1-2 staff members and several Ambassadors, as well as advertise in their weekly email newsletter. The Foundation may be willing to help sponsor the event. It was agreed to schedule a Rush Hour Connect in May or June of 2019 with payment delayed until FY19.

**ITEM R10. Capital Improvement Projects Update (Heissel)**

**1. Storage Buildings – RFP'S**

Dan stated that three storage buildings are needed in the parks. He will put out RFPs to a couple of contractors. The first building will be put up at Southwood north of the current storage yard. He noted that the Oak Ridge water impoundment structure isn't being replaced this year, so the \$60,000 allotted for that could be reallocated to this project.

## 2. HVAC

Dan asked for a decision on the Dorothy Pecaut Nature Center HVAC replacement as discussed earlier.

**MOTION** by Cindy, second by Suzan.

To fund the engineering study of the Dorothy Pecaut Nature Center HVAC, air exchanger, and roof.<sup>8-18</sup>

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

## 3. Fiber Optic

Dan requested approval to move forward on the project to bring fiber optics to the Nature Center now that the Supervisors have agreed to fund \$50,000 of the estimated \$110,000 project. The remaining \$60,000 has been budgeted for in the conservation reserve fund. The Railroad Museum has agreed to grant an easement through their property in exchange for the opportunity to hook up to the fiber at no cost. Dan will set up a meeting on March 22nd with various representatives from the county to develop a plan.

**MOTION** by Aaron, second by Suzan.

To authorize the Director to move forward on the Nature Center fiber optics project.<sup>9-18</sup>

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

## ITEM R11. Board member/staff reports

### 1. Nature Center activities (Snyder)

Dawn reported on the following Nature Center activities:

- The Nature Calls sponsor contact list was distributed and reviewed. Contacts were assigned. Packets can be mailed or hand delivered at any time. There is a mid-August deadline for sponsorships.
- The annual volunteer banquet will be held on March 22<sup>nd</sup>. Bill Anderson, former WCCB Resource Manager, is being recognized posthumously as the 2017 Friend of Conservation, and Gary Heineman, retired vo-ag teacher from Sloan, has been selected to receive the 2017 Conservation Educator award.
- A grant request has been submitted to the Iowa Department of Transportation Urban Youth Corps program to help with trail restoration at the Nature Center.
- The WCCF had their annual meeting on February 25<sup>th</sup> and approved their budget, which included funding the Habitat Stewardship intern for the summer and a Conservation Corps crew for one week at Riverside Bluffs. They also agreed to

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<sup>8-18</sup> To fund the engineering study of the Dorothy Pecaut Nature Center HVAC, air exchanger, and roof.

<sup>9-18</sup> To authorize the Director to move forward on the Nature Center fiber optics project.

assist with a \$1,500 donation for summer day camps and approximately \$1,900 for fencing materials at Riverside Bluffs.

- A MHRD grant application has been requested for assistance in purchasing new audio/visual equipment for the Nature Center. The maximum award available is \$15,000.
- The trumpeter swan release is scheduled for 1:30 p.m. on April 5<sup>th</sup> at Little Sioux Park.
- Summer day camp registration will begin in April, and flyers will go out next week. Camps have been restructured to offer only 2-day and 3-day sessions, increasing the maximum spaces from 300 to 400 and allowing more children to be reached.
- Applications for the six-month Naturalist Assistant are due tomorrow. Interviews for the Summer Naturalist Interns are currently being conducted.
- The Nature Center program and visitor count report for February was distributed.

## **2. Park activities (Stehr)**

Brian reported on the following park activities:

- Summer Ranger job offer letters have been sent out.
- Summer Maintenance Worker applications are due next Wednesday, and Security Guard applications toward the end of the month.
- Little Sioux staff have been finalizing the swan pen. Cattle panels have been installed across the lake. The nesting platform is being finished up. Signs have been ordered banning the use of lead sinkers within 25 yards of the swan pen.
- Burn plans for the 2018 season are being finalized.
- The CDL driving test has been cancelled twice due to inclement weather, and is now scheduled for next Tuesday.
- The iron conditioner at the Brown's Lake comfort station has not been removing enough iron from the water, causing iron staining on showers and fixtures. It is an outdated system with no one in the area able to service it. Quotes are being obtained for a new dual-softener system like the one at Snyder Bend.
- Rifle training will be scheduled at the end of March.
- Several officers attended the CCPOA spring workshop today.

## **3. Administrative items (Heissel)**

Dan reported on the following items:

### **a. Director 6-Month Review**

Dan reminded the board of his six-month employment review which is to take place at the April board meeting. The review process was discussed. Dan will fill out his portion and send it out to the board for review prior to the next meeting.

### **b. Set April Meeting Date**

The next meeting was tentatively set for 4:30 p.m. on Thursday, April 5, 2018, at the Dorothy Pecaut Nature Center.

**c. Additional Items**

Dan asked for direction regarding memorial flowers for staff or board members. The board agreed that those types of gestures are important but should not come from county funds.

The Director of Monona County is looking for a Loess Hills Scenic Byway representative.

The 28E Agreement for the Nature Center building expired in December of 2016. Dan has asked for a new 25-year agreement.

**ITEM R12. Adjournment**

The meeting was adjourned at 6:28 p.m.

The above minutes were recorded by Dawn Bostwick.

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Recording Secretary, Dawn Bostwick

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Board Secretary, Cindy Bennett

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Board President, Neil Stockfleth