

The Tama County Conservation Board met in regular session on Wednesday, January 12, 2015, in the library, Tama County Nature Center, Otter Creek Park.

Chairman Wrage called the meeting to order at 7:05 p.m.. Members present were: Adolphs, Atchison, Keenan and Wrage. Also present: Etzel.

Minutes from the regular session of December 3, 2014, were read. It was moved by Keenan, seconded Atchison to accept the minutes as read, carried. (All voting aye)

The following bills were presented:

TO BE PAID FROM GEN'L FUND

		Amount of Bill	Category Total
0001-22-6100-100-661			
Salary- Director			
Etzel, Robert	19Dec14 Monthly salary for December	4,026.33	4,026.33
0001-22-6100-000-26000			
Office Supplies			
Staples Credit Plan	#1191968411 misc supplies	85.26	85.26
0001-22-6100-000-41200			
Postage			
Etzel, Robert	As per five (5) receipts	13.58	13.58
0001-22-6100-000-41400			
Telephone			
Verizon	16Dec14, 484-2231 (office)	13.99	
	16Dec14, 484-5314 (shop)	15.03	
	19Dec14, 484-4157 (payphone)	15.75	
Windstream	18Dec14, 484-2231 (office), 484-4157 payphone	133.70	
	18Dec14, 484-5314 (shop)	<u>57.90</u>	
		236.37	236.37
0001-22-6100-000-63600 Office Equip & Furniture			
Staples	#1191774911 Panasonic phone for office	91.29	91.29
0001-6110-101-22-223 Salary- Main Supervisor			
Wise, Craig	5-Dec-14	1,646.40	
	19-Dec-14	<u>1,646.40</u>	
		3,292.80	3,292.80
0001-6110-101-22-224			
Salary			
Dolash, Ron	6-Dec-13	1,511.20	
	20-Dec-13	<u>1,511.20</u>	
		3,022.40	3,022.40
0001-22-6110-000-25050			
Fuels			
New Century FS	#006915, 14Nov14, 77.5 gals ULS 15 ppm @ \$3.6487/gl	282.77	
	FET (LUST)	0.08	
	Hazmat Handling fee	0.70	
	Sure Flo IV 265 GL (45)	13.50	
	#006914, 14Nov14, 233.2 gals unleaded gasohol @ \$2.1380/gl	498.58	

	FET (LUST)	0.23	
	State fuel tax @ \$0.19/gl	44.31	
	Hazmat Handling fee	<u>2.10</u>	
		842.27	842.27
0001-22-6110-000-25450 Mt Veh- Minor Repair			
J&V Auto Parts	#474633 oil filter (3), breather, air filter, Norland 5-20, wiper blade	128.37	
Z Line Tire & Repair	#1-95295 '91 IH 4900 truck, replace block heater	<u>394.69</u>	
		523.06	523.06
0001-22-6110-000-29050 Min Equip- hand tools			
Tama Toledo Ace Hardware	#00461 screw driver, drill bits (2)	20.47	20.47
0001-22-6110-000-29252 Main & Supplies			
Etzel, Robert	lunch while attending Fish Habitat Grant scoring meeting	5.62	
Hrabak Lumber	#0154749-IN Bag 1.5" Nudo rivets,#0153248-IN lumber, #0153328-IN lumber	147.26	
	#0154846-COM Credit (-44.12), #155049-IN 2x10x6 (8)		
Iowa DOT	#22974 trash bags- 55 gal (10 cs, 100 per cs)	275.10	
Poweshiek Water Assoc.	Water, OCP- West 18Dec14 Prev: 710K, Current: 737K, Used: 27K	169.50	
	Water, OCP- East 18Dec14 Prev: 324K, Current: 325K, Used:1K	39.00	
Premier Office Equipment, Inc.	#1210668 Premier Platinum Monthly Plan for Sharp AR-651 copier thru 27Dec14	52.80	
	#1195777 Premier Platinum Monthly Plan for Sharp AR-651 copier thru 27Nov14	52.80	
Radio Communications Co	#089712 Service alarms at Nature Center- motion detector	165.36	
Tama Co. Highway Dept	#54. 3.64 T salt @ \$73.35 per T, Hearing tests- Dolash, Etzel, Wise	343.57	
Tama Co. Solid Waste	Landfill fees- December	101.80	
Tama Toledo Ace Hardware	#004161 oil- 2 cycle, discount applied	6.96	
Thomas Co., LTD	#3085107 Service heating system @ main residence	304.09	
Wilkerson Hardware	#B161740 spray paint (4), #B162277 plug, batteries, ground	<u>29.24</u>	
		1,693.10	1,693.10
0001-22-6110-000-43100 Electricity			
Grundy Co REC	OCP thru 1Dec14, 6,058 KWH- meter #1	636.79	
	Meter #2 (NC), 4,382 kwh	300.61	
	Security lights	156.00	
	Credit- patronage dividend	<u>-268.76</u>	
		824.64	824.64
0001-22-6110-000-44720 FEMA- 2013 (disaster 4126)			
Clapsaddle- Garber Assoc., Inc.	Engineering Services- Wolf Creek Trail Repair (40% complete)	9,000.00	9,000.00

0001-22-6110-000-63000 Ag & Horticultural			
Central Iowa Farm Store	#9039 F3990 Kubota 72" diesel outfront mower	24,504.00	
		<u>-14,328.00</u>	
		10,176.00	10,176.00
0001-22-0210-000-61094 Perm Improvements			
Thomas Co., LTD	Install gutter heaters- Nature Center	1,329.00	<u>1,329.00</u>
Total Bills Submitted, Gen'l Budget			31,150.24
From Nature Center Trust Account			
Heeren, Brent	Refund double payment for 25Sep14 Republican Event, NC #2385	125.00	
Total Bills Submitted, Nature Center Trust			125.00
Total All Bills Submitted			31,275.24

Moved by Atchison, seconded Keenan to approve bills, carried. (All voting aye).

Reports and Correspondence. Staff Report Etzel reported on work started or completed during December including **Otter Creek Park**- repair and paint trash can lids, cut up scrap metal, replace screens at Nature Center, cut willows in wetland mitigation site (Hansen Addition), cut dead trees, burn brush, clean hog house storage building, fix picnic tables, service plow truck, winter training, receive new mower/ **IWill Capitol Day** Etzel shared information regarding an IWill Capitol Day to be held on January 26, 1 p.m at the State Capitol Building in Des Moines. The gathering will

promote the great need to get funding for the Iowa's Natural Resources and Outdoor Recreation Trust Fund. The IWill Initiative passed with 63% approval at the 2010 general election establishing the trust fund however to date it has not been funded. The first 3/8 of a cent in any future increase in sales tax will fund the Trust by an estimated \$150 - \$180 million dollars. Etzel pointed out the Trust fund would benefit county conservation in many ways but most noticeable would be full funding of REAP which would generate an additional \$10,000 or more annually for Tama County./ **Salt Creek Mitigation Acquisition** Etzel reported the property has been

acquired and the title recorded. While the property is not a secret the tract will not be ready for public use until late spring to allow time to install perimeter signage, establish a parking lot and to make contact with adjoining land owners./**Salt Creek Mitigation Property (Naming the tract)** The Board discussed a list of possible names for the tract. The name Salt Creek is already used for two DNR properties located near Vining so a different name for the tract is being discussed. **Hansen Addition- Planting Projects** Hopes to possibly plant the pollinator mix planting in Parcel B (Hansen Addition) was not possible due to the cold weather. It appears the plantings slated for Parcel B & C will have to wait until spring./ **Wolf Creek Trail Repair** A time extension request has been approved by Iowa Homeland Security. The deadline has been extended to November 27, 2015. Also, Clapsaddle-Garber is working on plans for the trail repair. It is anticipated that bids will be due by either the April or May board meetings./**Nature Center Exhibit Team** The exhibit team will be meeting on Saturday, January 17, for a four hour discussion with the design team (Museum Professionals) for input regarding final design of phase 2 of the exhibit component..



Staffing needs The Board discussed the need to add a staff person as a lead in to the FY '16 budget presentation. They are hopeful that some type of agreement can be struck to add one staff person to address longstanding maintenance/park patrol/and environmental education needs of the board.

Tama County is the only county in our area that does not have staff dedicated to environmental education outreach. Three of those seven counties have more than one full time environmental education person on staff: Benton (2), Black Hawk (5), and Jasper (2).

There remains a serious need to add a Park Ranger/Naturalist position. With additional acres to manage and maintain and the developed Nature Center it has been apparent for several years that a staff person is sorely needed. The Board hopes to be able to work with the Supervisors to see this become a reality.

FY '16 Budget presentation The Board was presented with two FY '16 budgets to consider. One budget included the addition of a full time Park Ranger/Naturalist to help address maintenance, patrol, and environmental education needs of the board.

Budgets submitted for consideration are as follows:

FY '16 Budget without addition of staff

					Proposed
CAPITAL PROJECTS	Actual	Actual	Budgeted	Re-estimated	Budget
Description	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
Buildings-Perm Improvmt					
0001-22-0210-000-61094	30,532	14,933	50,000	50,000	50,000
Buildings-Perm Landscape					
0001-22-0210-000-62494					
Activity Totals	30,532	14,933	50,000	50,000	50,000
					Proposed
ADMINISTRATION	Actual	Actual	Budgeted	Re-estimated	Budget
	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
Salary- Director					
0001-22-6100-100-661	46,214.46	47,869.00	48,873	48,873	50,410
Stationery & Forms					
0001-22-6100-000-26000	1,420.06	1,107.00	1,800	1,800	1,800
Magazines/Books					
0001-22-6100-000-26100	96.60	138.00	100	100	100
Wearing Apparel					
0001-22-6100-000-29400	89.82	89.00	250	250	250
Off Pub, Legal Not					
0001-22-6100-000-40000	198.69	161.00	800	800	800
Postage					
0001-22-6100-000-41200	428.98	325.00	450	436	450
Employee Mile/Subsist					
0001-22-6100-000-41300	672.75	748.00	750	764	775

Telephone					
0001-22-6100-000-41400	2,770.10	2,847.00	3,000	3,000	3,000
School of Instruction					
0001-22-6100-000-42200	690.00	995.00	1,200	1,200	1,400
Dues & Memberships					
0001-22-6100-000-48000	1,560.00	1,560.00	1,600	1,600	1,600
Office Equip & Furniture					
0001-22-6100-000-63600	99.99	0.00	200	200	3,900
Activity Totals					
	54,241.45	55,839.00	59,023	59,023	64,485
					Proposed
PARK MAINTENANCE & OPERATIONS	Actual	Actual	Budgeted	Re-estimated	Budget
	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
Main Supv/Ranger					
001 6110 101 22 223			43,773		45,135
Conservation Tech					
001 6110 101 22 226			39,575		40,748
Seasonal Workers					
001 6110 101 22 224			28,378		29,416
Total Salaries	103,494.62	106,322.00	111,726	111,726	115,299
Fuels					
0001-22-6110-000-25050	11,893.29	12,782.00	14,000	14,000	14,000
Tires & Tubes					
0001-22-6110-000-25350	1,548.90	1,272.00	1,244	1,244	2,094
Minor Motor Vehicle Parts					
0001-22-6110-000-25450	8,465.75	13,301.00	12,000	12,000	13,000
Minor Equip & Hand Tools					

0001-22-6110-000-29050	187.81	235.00	800	800	800
Recreational Supplies					
0001-22-6110-000-29252	42,629.44	48,732.00	55,000	55,000	55,000
Wearing Apparel					
0001-22-6110-000-29400	0.00	265.00	230	230	230
Natural & LP Gas					
0001-22-6110-000-43000	4,280.26	6,433.00	9,000	9,000	10,000
Electric Light & Power					
0001-22-6110-000-43100	16,251.17	19,967.00	18,000	17,508	18,000
FEMA 2013					
0001-22-6110-000-44720		527.00	0	492	0
Agricultural & Horticultural					
0001-22-6110-000-63000	10,950.00	0.00	26,000	26,000	26,000
Motor Vehicle					
0001-22-6110-000-63597	0.00	839.00	0	0	0
Shop Equipment					
0001-22-6110-000-63700	493.94	942.00	1,905	1,905	1,905
Activity Totals					
	200,195.18	211,617.00	249,905	249,905	256,328
Recreation & Environ. Educ Services					
Diorama Performance Bond		360,649	0		
0001-22-6120-000-91200					
Total General Basic Fund					
		643,038	358,928	358,928	370,813
General Supplemental Funds					
ADMINISTRATION					
FICA (7.65%)			(7.65%)		(7.65%)

0002-22-6100-000-11000	3,507.92	3,635.00	3,739	3,739	3,856
IPERS (10.27%)			(10.14%)		(9.84%)
0002-22-6100-000-11100	4,687.68	4,799.00	4,956	4,956	4,960
Health Ins- Co Share (Admin.)					
0002-22-6100-000-11300	14,436.96	14,437.00	17,324	17,324	17,324
TOTALS	22,632.56	22,871.00	26,019.00	26,019	26,141
PARK MAINTENANCE & OPER.					
FICA (7.65%)			(7.65%)		(7.65%)
0002-6110-000-11000	7,889.88	8,106.00	8,547	8,547	8,820
IPERS (8.67%)			(8.93%)		(8.93%)
0002-6110-000-11100	6,893.45	7,229.00	7,443	7,443	7,669
Health Ins- Co Share (Pk. Main.)					
0002-6110-000-11300	14,447.16	14,447.00	17,440	17,440	17,440
TOTALS	29,230.49	29,782.00	33,430.00	33,430	33,930
Activity Totals General Supp	51,863.05	52,653.00	59,449.00	59,449	60,071
Department Totals	336,831.68	695,691.00	418,377.00	418,377.00	430,883.83

FY '16 Budget with addition of staff

	Actual	Actual	Budgeted	Re-estimated	Proposed Budget
CAPITAL PROJECTS					
Description	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
Buildings-Perm Improvmnt					
0001-22-0210-000-61094	30,532	14,933	50,000	50,000	50,000
Buildings-Perm Landscape					
0001-22-0210-000-62494					
Activity Totals	30,532	14,933	50,000	50,000	50,000

					Proposed
	Actual	Actual	Budgeted	Re-estimated	Budget
	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
ADMINISTRATION					
Salary- Director					
0001-22-6100-100-661	46,214.46	47,869.00	48,873	48,873	50,410
Stationery & Forms					
0001-22-6100-000-26000	1,420.06	1,107.00	1,800	1,800	1,800
Magazines/Books					
0001-22-6100-000-26100	96.60	138.00	100	100	100
Wearing Apparel					
0001-22-6100-000-29400	89.82	89.00	250	250	250
Off Pub, Legal Not					
0001-22-6100-000-40000	198.69	161.00	800	800	800
Postage					
0001-22-6100-000-41200	428.98	325.00	450	436	450
Employee Mile/Subsist					
0001-22-6100-000-41300	672.75	748.00	750	764	775
Telephone					
0001-22-6100-000-41400	2,770.10	2,847.00	3,000	3,000	3,000
School of Instruction					
0001-22-6100-000-42200	690.00	995.00	1,200	1,200	1,400
Dues & Memberships					
0001-22-6100-000-48000	1,560.00	1,560.00	1,600	1,600	1,600
Office Equip & Furniture					
0001-22-6100-000-63600	99.99	0.00	200	200	5,900
Activity Totals	54,241.45	55,839.00	59,023	59,023	66,485
					Proposed
PARK	Actual	Actual	Budgeted	Re-estimated	Budget
MAINTENANCE					
& OPERATIONS	2012- 2013	2013- 2014	2014- 2015	2014- 2015	2015- 2016
Main Supv/Ranger					
001 6110 101 22 223			43,773		45,135
Conservation Tech					
001 6110 101 22 226			39,575		40,748
Seasonal Workers					
001 6110 101 22 224			28,378		29,416
Ranger Naturalist					
			0		36,000
Total Salaries	103,494.62	106,322.00	111,726	111,726	151,299

Fuels					
0001-22-6110-000-25050	11,893.29	12,782.00	14,000	14,000	14,000
Tires & Tubes					
0001-22-6110-000-25350	1,548.90	1,272.00	1,244	1,244	2,094
Minor Motor Vehicle Parts					
0001-22-6110-000-25450	8,465.75	13,301.00	12,000	12,000	13,000
Minor Equip & Hand Tools					
0001-22-6110-000-29050	187.81	235.00	800	800	800
Recreational Supplies					
0001-22-6110-000-29252	42,629.44	48,732.00	55,000	55,000	55,000
Wearing Apparel					
0001-22-6110-000-29400	0.00	265.00	230	230	230
Natural & LP Gas					
0001-22-6110-000-43000	4,280.26	6,433.00	9,000	9,000	10,000
Electric Light & Power					
0001-22-6110-000-43100	16,251.17	19,967.00	18,000	17,508	18,000
FEMA 2013					Wolf Creek
0001-22-6110-000-44720		527.00	0	492	0
Agricultural & Horticultural					
0001-22-6110-000-63000	10,950.00	0.00	26,000	26,000	26,000
Motor Vehicle					
0001-22-6110-000-63597	0.00	839.00	0	0	0
Shop Equipment					
0001-22-6110-000-63700	493.94	942.00	1,905	1,905	1,905
Activity Totals					
	200,195.18	211,617.00	249,905	249,905	292,328

Recreation & Environ. Educ Services

Diorama Performance Bond		360,649	0		
0001-22-6120-000-91200					

Total General Basic Fund		643,038	358,928	358,928	408,813
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General Supplemental Funds

ADMINISTRATION

FICA (7.65%)			(7.65%)		(7.65%)
0002-22-6100-000-11000	3,507.92	3,635.00	3,739	3,739	3,856
IPERS (10.27%)			(10.14%)		(9.84%)
0002-22-6100-000-11100	4,687.68	4,799.00	4,956	4,956	4,960
Health Ins- Co Share (Admin.)					
0002-22-6100-000-11300	14,436.96	14,437.00	17,324	17,324	17,324
TOTALS	22,632.56	22,871.00	26,019.00	26,019	26,141

PARK MAINTENANCE & OPER.						
FICA (7.65%)			(7.65%)		(7.65%)	
0002-6110-000-11000	7,889.88	8,106.00	8,547	8,547	11,574	
IPERS (8.67%)			(8.93%)		(8.93%)	
0002-6110-000-11100	6,893.45	7,229.00	7,443	7,443	10,884	
Health Ins- Co Share (Pk. Main.)						
0002-6110-000-11300	14,447.16	14,447.00	17,440	17,440	34,764	
TOTALS	29,230.49	29,782.00	33,430.00	33,430	57,223	
Activity Totals	General	51,863.05	52,653.00	59,449.00	59,449	83,364
	Supp					
Department Totals		336,831.68	335,042.00	418,377.00	418,377.00	492,176.63

After considerable discussion it was moved by Keenan, seconded Adolphs that the FY '16 budget including addition of one full time staff should be accepted and is the preferred budget to be presented for consideration by the Supervisors, carried. (Adolphs- aye, Atchison- aye, Keenan- aye, and Wrage- aye)

Salaries- FY '16 Moved by Adolphs, seconded Keenan that raises in salary for the full time, permanent staff be set at the percentage increase suggested by the Supervisors for FY '16, carried. (all voting aye)

Land Acquisition Etzel relayed a message received from the Iowa Natural Heritage Foundation regarding some land for sale in Tama County. After reviewing the tract the Board was in agreement that the property didn't fit the priorities of the board at this time. Those priorities are tracts adjoining or nearby to existing facilities, and tracts of significant natural, archaeological or cultural value. Since the property didn't fit the current land acquisition priorities of the Board it would require extenuating circumstances such as being offered by substantial bargain sale.

After discussion of assorted conservation topics it was moved by Atchison, seconded Adolphs to adjourn, carried. Adjourned 9:15 p.m..

CHAIR

VICE-CHAIR