

The Tama County Conservation Board met in regular session on Wednesday, May 3, 2017, at the Tama County Nature Center, Otter Creek Lake & Park. The meeting was called to order by Chair Atchison at 7 p.m.. Members present were: Adolphs, Atchison, Graff, Keenan and Wrage. Also present: Etzel and Wise.

Minutes from the regular session of April 5, 2017, were read. It was moved by Wrage, seconded Adolphs 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	7-Apr-17	1,923.00	
	21-Apr-17	<u>1,923.00</u>	
		3,846.00	3,846.00
0001-22-6100-000-29400 Uniforms			
Etzel, Robert	Re-imburse 2 pr slacks	104.80	104.80
0001-22-6100-000-40000 Publications & Notices			
Tama Grundy Publishing	Advertising- season help weeks of 8 & 15Mar	357.84	357.84
0001-22-6100-000-41200 Postage			
Etzel, Robert	As per two receipts	3.15	3.15
0001-22-6100-000-41400 Telephone			
Windstream	19Apr17, 484-2231 (office)	76.21	
	19Apr16, 484-5314 (shop)	<u>58.19</u>	
		134.40	134.40
0001-22-6100-00042200 School of Instruction			
Etzel, Robert	13Apr17 CCPOA training, 20Apr17 Dist 1 Mtg (Anderson, Etzel, Rieger, Wise)	50.00	
Think Safe	#2573 CPR/1st Aid Training (four staff)	<u>220.00</u>	
		270.00	270.00
0001-6110-101-22-223 Salary- Main Supervisor			
Wise, Craig	7-Apr-17	1,749.60	
	21-Apr-17	<u>1,749.60</u>	
		3,499.20	
Salary- Naturalist/Park Ranger			
Anderson, Chris	7-Apr-17	1,426.40	
	21-Apr-17	<u>1,426.40</u>	
		2,852.80	
0001-6110-101-22-224 Salary- Conservation Tech/Park Ranger			
Rieger, Ryan	7-Apr-17	1,513.60	
	21-Apr-17	<u>1,513.60</u>	
		3,027.20	
0001-6110-101-22-224 Salary- Seasonal			

Bergmann, Sandy	7-Apr-17	74.81	
	TOTAL SALARIES- MAIN & OPERATIONS		9,454.01
0001-22-6110-000-25450 Mt Veh-Minor Repair			
Central Iowa Farm Store	#58895M grip, joint pin (2), washer (4)	16.79	
Tama Chainsaw & Lawnmower	#0398849 filters (2)	19.62	
USS Polaris	#23991 battery- tractor 6 volt	129.95	
Van Wall Equipment	#553106 plug, air filter (2), throttle	31.13	
Z line Tire & Repair	#1-111383 repair Chronkhite trailer	<u>1,980.57</u>	
		2,178.06	2,178.06
0001-22-6110-000-29050 Min Equip-hand tools			
Central Iowa Distributing	#150052 Hand sprayer (2)	46.00	46.00
0001-22-6110-000-29252 Main & Supplies			
Central Iowa Dist.	#150052 misc supplies, #150324 towels, credit memo	1,114.50	
Cooley Pumping	#67581 Ike's 4Apr- 1May17, #67726 OCP 24Apr- 21May17 1/2 of charge	200.00	
Dolezal farm Supply	#0105354 fertilizer, lawnseed, switchgrass, seed oats, waterway mix	298.00	
Menard's	#55981 paint, polyurethane, colored flags, grinding stones	79.57	
Norton's Greenhouse	12Apr17 peat moss (2)	15.98	
Poweshiek Water Assoc.	Water, OCP- West, 19Apr17, meter read, Prev: 1226K, Cur: 1227K, Used: 1K	41.50	
	Water, OCP- East, 19Apr17, meter read, Prev: 591K, Cur: 593K, Used: 2K	46.00	
	Water, OCP- Residence 19Apr17, meter read, Prev: 50K, Cur: 53K, Used: 3K	52.30	
	Water, TFCP 19Apr17, meter read Prev: 15K, Cur: 15K, Used: 0K	37.00	
Schade Lime & Rock	haul rd stone- Reinig, Manatt's, OCP 75.84T, tickets: 3073755, 3073793, 3074077, 3074070	520.29	
Scharnweber Water Cond.	6Apr17 2' of 1-1/4" B.I. Pipe	9.50	
Tama County Solid Waste	Ladfill fees- March	36.50	
Tama Toledo Ace	#011088 50 amp adapter, sealer concrete, sealant	48.96	
VISA	operator manual- 1998 Champion Road Grader 720A VHP Grader	44.50	
Wendling Quarries	#657619 196.0 T 1" rd stone	1,940.41	
	#674661, 211.87T 1" rd stone	2,097.53	
Wilkerson Hardware	#B191952 4 pk alkaline batteries "C", B191818 steel pipe	21.48	
Wise, Craig	Supplies- 1st Aid/CPR class, Registration- CCPOA workshop	25.06	
	#B191952 4 pk C batteries;#B191818 steel pipe	<u>21.48</u>	
		5,314.58	5,314.58
0001-22-6110-000-29400 Uniforms			
Larson, Lane	Reimburse- two pair uniform pants	79.16	79.16
0001-22-6110-000-43100 Electricity			

Grundy Co REC	Electricity OCP thru 1Apr17, Meter #1 6,037 kwh, meter #2 3,083 kwh	1,077.52	<u>1,077.52</u>
	Total Bills Submitted, Gen'l Budget		\$22,865.52
FROM NATURE CENTER TRUST			
0031-22-6120-000-61094 Perm Imp			
Cooley Pumping	#67726 OCP 24Apr- 21May17 1/2 of cost	90.00	
Fareway Stores	#00206028 Food for OWLS Program	9.67	
Think Safe	Seven Staff CPR/1st Aid training	385.00	
	Total Bills Submitted, Nature Center Trust		\$ 484.67
	Total All Bills Submitted		\$23,350.19

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

Reports and Correspondence. Maintenance Report Wise updated the Board on worked started or completed during April. The work included: place safety surfacing on play equip- west side of OCP, put up Purple Martin house, docks in water, open kiosk/fish cleaning station, rake and seed north loop trench lines, open campgrounds, Hladik Roadside Park and TF Clark Park, Parcel C- Hansen Addition- repair and seed grassed waterways, plant trees on 10 acres, attend CPR/1st Aid Training/ **Environmental Education Report** No report presented/ **Seasonal Staff** Etzel reported that a Seasonal Park Ranger was hired and is currently receiving training, the two Conservation Aides are scheduled to start for the season on Monday, May 8.

Naturalist/Park Ranger Resignation A letter of resignation received from Chris Anderson, Naturalist/Park Ranger, was presented to the Board. Anderson has accepted the position of Executive Director for the Iowa County Conservation Board. Anderson's last day will be May 17. Etzel shared that Chris will be missed but knew he had a goal of becoming a Director of a small to medium sized County Conservation Board in his five year plan. Anderson's second anniversary with the Tama County Conservation Board would have been June 29. The Board will miss Chris and wish him well in his new career challenge.



Naturalist/Park Ranger Applicant Search The Board discussed a strategy to hire a Naturalist/Park Ranger to replace Anderson. The job posting and job description from 2015 were reviewed. A few small changes were made to those documents.

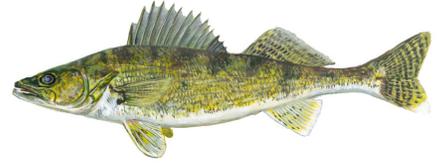
A proposed timeline was presented. After discussions the Board agreed the goal should be as follows:

MAY
5May- Post Job Notice
26May Application deadline
JUNE
29May- 2Jun Review applications/reduce field
5Jun- 9Jun Interview Candidates
12Jun- 16Jun Background checks
19Jun- 23Jun- Job offer tendered
JULY
7Jul- 21Jul Anticipated Start Date

The Board discussed the salary that should be offered for the position. Etzel presented the report generated when discussing the FY '18 budget. He recommended staying with the salary agreed upon by the Supervisors for FY '18 to level the wages of the two newest employees. He pointed out that for FY '19 the goal should be to bring the salaries of the Maintenance Supervisor/Park Ranger, Naturalist/Park Ranger and Conservation Tech/Park Ranger back into the salary level agreed upon in 2006 relative to Tama County Highway Department staff.

After discussion it was moved by Keenan, seconded Graff that the wage for the Naturalist/Park Ranger position be set at \$19.39 per hour, carried, (All voting aye)

Walleye Graff asked if we will be stocking walleye in the lake since she felt a motion was passed to do that at an earlier board meeting. The Board agreed that around \$1,500 should be expended to stock walleye in the lake since it may be quite awhile before the lake can be renovated. The Board agreed that larger walleye stock is preferred. Etzel will see what can be located.



After discussion of assorted conservation topics it was moved by Keenan, seconded Wrage to adjourn, carried. (all voting aye) Adjourned 8:10 p.m..

CHAIR

VICE-CHAIR