

The Tama County Conservation Board met in regular session on Wednesday, December 11, 2013, in the library, Tama County Nature Center, Otter Creek Park.

Chairman Keenan called the meeting to order at 7:00 p.m.. Members present were: Adolphs, Atchison, Keenan, McCool and Wrage. Also present: From the County Board of Supervisors: Dan Anderson, Kendall Jordan, Larry Vest also Etzel and Wise.

Work Session- Staffing Needs The Conservation Board discussed with the Board of Supervisors the need to add a staff person to the Conservation Board. The staff shortage has been severely impacting the ability of the Conservation Board to address changes in the Board’s program. Staffing has changed minimally from the original staffing model in place in 1979. At that time the staff was barely adequate to meet the general maintenance needs of park management (i.e. Otter Creek Lake & Park). The staff was geared to seasonally cover park patrol, mowing, garbage collection, and janitorial tasks. In the 1980’s, to address overtime liabilities due to the Fair Labor Standards Act, Seasonal Park Rangers were added.

In 1979 the Board managed six areas totaling 370.34 acres. In 2013 the Board manages thirteen areas totaling approximately 960 acres, an increase of 159%. With these new natural areas comes increasing maintenance demands including planting, burning, mowing, herbicide applications, control of invasive plant species and woodland management especially storm damage recovery efforts.

Another goal of the Conservation Board discussed since 1989 is to increase the environmental education opportunities provided to children, families, and adults in the county. The Tama County Nature Center has been constructed without using any tax dollars. Raising funds through grants, fundraisers and donations enabled the project to be nearly completed by 2013. Without adequate staff the facility and any environmental education outreach efforts will fall severely short of the long term goals.



The Conservation Board is proposing the addition of a combined position to help address the demands on the maintenance/patrol/and environmental education sides of the program.

The Conservation Board thanked the Supervisors for attending and discussing their staffing needs. They asked the Supervisors to investigate how to make this happen and pledged to work with them in this regards.

Minutes from the regular session of November 5, 2013, were read. It was moved by Adolphs, 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
0001-22-6100-000-26000			
Office Supplies			
Staples Contract & Commercial	#7000928469 misc office supplies	293.97	293.97
0001-22-6100-000-41300			
Employee Mileage			
Adolphs, Carolyn	For 2013, 616 mi @ \$0.45/mi	277.20	
Atchison, Allan	For 2013, 165 mi @ \$0.45/mi	74.25	

Keenan, John	For 2013, 170 mi @ \$0.45 per mi	76.50	
McCool, Lana	For 2013, 162 mi @ \$0.45 per mi	72.90	
Wrage, Nathan	For 2012, 462 mi @ \$0.45 per mi	<u>207.90</u>	
		708.75	708.75
0001-22-6100-000-41400 Telephone			
Verizon	16Nov13, 484-2231 (office)	13.35	
	19Nov13, 484-4157 (payphone)	15.61	
	16Nov13, 484-5314 (shop)	14.85	
Windstream	19Nov13, 484-2231 (office), 484-4157 payphone	131.21	
	19Nov13, 484-5314 (shop)	<u>56.47</u>	
		231.49	231.49
0001-22-6100-000-42200 School of Instruction			
IACCBE	Winterfest registration: Dolash, Etzel, Wise	275.00	275.00
0001-6110-101-22-223 Salary- Main Supervisor			
Wise, Craig	8-Nov-13	1614.40	
	22-Nov-13	<u>1614.40</u>	
		3228.80	3,228.80
0001-6110-101-22-226 Salary- Conservation Tech			
Dolash, Ron	8-Nov-13	1482.40	
	22-Nov-13	<u>1482.40</u>	
		2964.80	2,964.80
0001-6110-101-22-224 Salary			
Horne, Dustin	8-Nov-13	69.75	
	22-Nov-13	<u>355.50</u>	
		425.25	425.25
0001-22-6110-000-25050 Fuels			
New Century FS, Inc	#004299 6Nov13, 279.3 gals unleaded @ \$2.4147/gl	674.43	
	FET (LUST)	0.28	

	State fuel tax @ \$0.19/gl	53.07	
	Hazmat Handling fee	2.51	
	#004300 6Nov13, 126.2 gals #1 UKLS Dyed 15 ppm @ \$3.0345/gl	382.95	
	FET (LUST)	0.13	
	Hazmat Handling fee	1.14	
	Sure Flo IV 265 GI	<u>13.50</u>	
		1128.01	1,128.01
0001-22-6110-000-25450			
Mt Veh- Minor Repair			
J&V Auto Parts	#459601 fog lamp, bulb, butt conn, terminals	36.08	
	#460126 lamp, amb, mag mt, tail lamp	<u>42.18</u>	
		78.26	78.26
0001-22-6110-000-29252			
Main & Supplies			
Dolezal Farm Supply	#0071267 bird seed for NC	28.00	
Earthview Environmental	#2 Wetland mitigation monitoring 29Sep- 26Oct13	968.63	
Forestry Suppliers, Inc.	#51796500 thermometers for NC	148.90	
Haughey Construction	#2013-024 cut bottoms of interior doors- NC	255.00	
Hrabak Lumber	#0145635-IN, #0145997-IN, #0146204 misc lumber supplies	195.43	
Iowa Step & Tank	#021865 concrete slab- Atchison Memorial bench	59.50	
Menard's	#44507 42 cup coffee urn (for NC)	32.99	
Paul's Ace Hardware	#001869 mouse traps (16)	36.64	
Poweshiek Water Assoc.	Water, OCP- West for Oct/Nov, Prev: 371K, Current: 392K, Used: 21K	136.50	
	Water, OCP- East for Oct/Nov, Prev: 271K, Current: 271K, Used: 0K	35.00	
Premier Office Equip., Inc.	#968334 Premier Platinum Monthly Plan for Sharp AR-651 copier (thru 27Nov13)	48.00	
Sherwin Williams Co.	#6759-0 paint, thinner, brush	55.87	
Shopko	#1637	9.99	
Tama Chainsaw & Lawnmower	#351256 72E chain	27.83	
Tama Co. Highway Dept	#51 hearing test, Dolash; #50 random drug & alcohol test- Wise	61.58	
Tama County Solid Waste	30Nov13 Landfill fees- Nov	30.50	

Wilkerson Hardware	#B146316 entry lockset for main res	<u>24.99</u>	
		2155.35	2,155.35
0001-22-6110-000-43100			
Electricity			
Grundy Co REC	OCP thru 1Nov13, 8,029 KWH- meter #1, 3,251 KWH- (NC)	1204.22	
Traer Municipal Utilities	TFCP thru 13Nov13, 319 KWH	<u>90.15</u>	
		1294.37	<u>1,294.37</u>
Total Bills Submitted, Gen'l Budget			12,784.05
From Nature Center Trust Account			
0031-22-6120-000-61094 NC Trust- Permanent Improvements			
Museum Professionals, Inc.	#810 Phase 1- Diorama Payment 9 of 10 equal payments	25,051.60	
	#811 Phase I- Additional Work	<u>13,000.00</u>	
		38,051.60	
Total Bills Submitted, NC Trust			<u>38,051.60</u>
Total All Bills Submitted			50,835.65

Moved by Wrage, seconded McCool to approve bills, carried. (All voting aye).

Reports and Correspondence. Staff Report Wise reported on work started or completed during November including TF Clark Park has been closed for the winter, mow fire breaks, fix merry-go-round, clean all gutters, varnish, stain and attach diorama trim, repair picnic tables, close portions of Otter Creek Park for the winter, clear brush blocking perimeter signage, trim limbs along roadways- boat landings, move snow/ **January Board Meeting** The January board meeting will fall on January 1. Board members agreed to move meeting to January 8./**Thank You** A thank you note for the Tama County Girl Scouts was signed. The girl scouts had painted parking lot posts at Otter Creek Park this fall./**Congrats- Allan Atchison** Board member, Allan Atchison and his wife Sandra had received recognition from the Tama Soil & Water Conservation District in the urban conservation category for their extensive flower gardens and landscaping/ **Manatt's Landing Lease** A final draft lease was received from Steve Kenkel and has been forwarded to Jeff Upah, Manatt's Inc., for them to review and sign.

Izaak Walton Shooting Facility The Izaak Walton Shooting Facility Planning Committee had met on December 5. Etzel reported on what was discussed at the meeting. The 136 authorized shooters for the facility will see their range use privileges expire at the end of December. To ease the transition into the next shooting season the committee recommended that two "reissue" meetings be held in the last half of February. These meetings will allow current authorized shooters to hand in their old key, sign a responsibility agreement, pay their user fee and be issued a new key and range use card.

Since the reissue meeting won't be held until February current authorized shooters will be allowed to shoot at the range past the December 31 expiration date until the first reissue meeting is held in mid-February. After that meeting the lock and keys will be changed. The Board members were agreeable to this process.

The committee discussed range use fees. The committee recommended that since the users of the range have been doing so well the length of the range use period should be extended to two years rather than one year. Etzel shared this



would also be easier for Conservation staff. The committee recommended the two years would cost \$50 rather the current \$30 for one year. After discussion it was moved by Wrage, seconded Atchison the period of use should be two years for \$50, carried. (All voting aye)

Firewood Since the board instituted a policy restricting all firewood brought into Tama County parks come from within Tama County unless labeled as per federal and IDALS requirements the Board discussed where to send park users to purchase wood. Etzel inquired if the board members knew of anyone who sold the wood locally. Possible options are to locate a local vendor to steer park users towards, a local vendor who would come into the park to sell firewood, locate someone who needs firewood for heating to cut wood on county facilities for a share of split wood coming back to the park for staff to sell. Board members are to think about other options. Further discussion tabled.



Camp Fees 2015 The Board discussed camp fees for 2015. After reviewing the camp fee history for Otter Creek Lake and Park, the camp fees charged for 2014, and comparable camp fees for counties around Tama County, it was moved by Wrage, seconded Adolphs that camp fees for 2015 will be as follows, carried. (All voting aye)

Rates are per adult living unit per night	
Regular Camp Rates	
RV Units	\$17
Tents w/o electricity	\$9
Tents w/electricity	\$10
Camping Coupons	
Seven nights	\$98 (\$14 per night)
Fourteen nights	\$182 (13 per night)
Twenty-one nights	\$252 (\$12 per night)
Special Promotion to be run entire camping season	
Four for Three	Any camping unit staying three consecutive nights Sunday-Wednesday receives fourth consecutive night free.

Annual Report Etzel presented the FY '13 Annual Report to the Board. It was moved by Wrage, seconded Adolphs to accept the annual report as submitted, carried. (All voting aye)

Election of Officers The board held elections for officers for calendar year 2014. It was moved by Wrage, seconded Atchison that John Keenan serve as Chairman for 2014, carried. (All voting aye).

It was moved by Adolphs, seconded Atchison that Wrage serve as Vice-Chairman for 2014, carried. (all voting aye)

After discussion of assorted conservation topics it was moved by Wrage, seconded Adolphs to adjourn, carried. Adjourned 9:30 p.m..

CHAIR

VICE-CHAIR